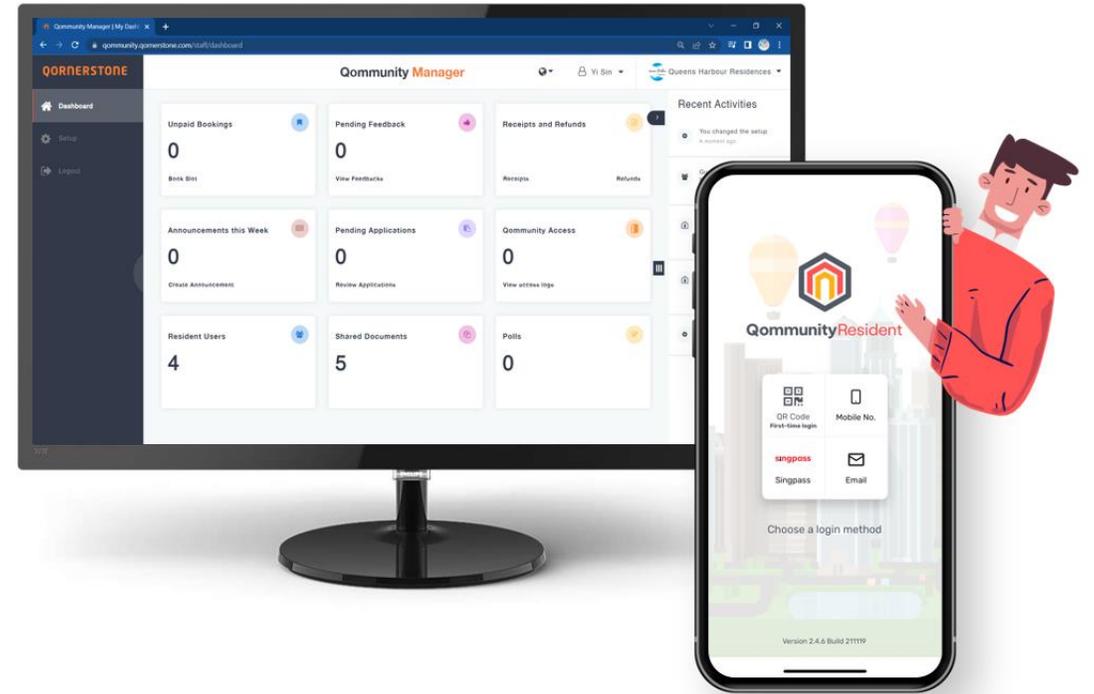




QORNERSTONE



Qommunity Manager

GST Computation on Receipt

Establish a property charge within Q.Estate by navigating to Property > New Property Charge. Ensure all required fields are completed, and accurately designate the taxable status before saving. ****This step is crucial as it directly impacts the item amount when MA generates receipts in Qcommunity Manager.**

Demo Cornerstone | **Property** | Tenant/Owner | Finance | Maintenance | Portal | Control Panel

Home Page | **Property Charge : Demo, FC-BBQ** | Property Charge : Demo, CP | Property Charges

Property Setup

- New
- New Property
- New Property Unit
- New Property Charge**
- Update
- Update Interest Rate
- Usage Charge Settings
- Search
- Property Listing
- Property Units
- Property Charges
- Other Settings
- Unit Locations
- Unit Categories
- Import Unit Type
- Unit Type

Property Charge

ID	Name	Units	SHR	NFA	GFA	Period
Property ID Demo	Demo Cornerstone	Total 472 (2)	601	509	509	03/2024
Manager ID 38	Catherina	Occupied 404	522	507	507	

Charge Name: Facility Charge - BBQ | Charge Code: FC-BBQ

Remarks: | Active: Yes No

Charge Type: Facility Charge

Account Settings

Debit Account: 12100 Trade Debtors *eg Receivable*

Credit Account: 40600 Facility Charge *eg Income, Expense*

Unearned Income: 12021 Bank Accounts - 1

GST Debit Account: | Profit Centre: |

Billing Settings

Invoice Description: Facility Charge - BBQ | Invoice Prefix: FC-BB

Billing Amount Is: Fixed Amount | GST Category: |

Billing Frequency: | **Taxable** Yes No

** for Recurring Charges*

Late Payment Settings

Interest Chargeable: Yes No

[Edit](#) | Last Updated by oon on 18 Apr 2024 14:53 | Save Back Close

Create Receipts

- Login Qommunity Manager -> Receipts & Refinds -> Create Receipt

QORNERSTONE **Qommunity Manager** oon Demo Qornerstone

← Receipts & Refunds **All** Receipts Refunds Print

All Blocks Date Range: 18-03-2024 - 18-05-2024 Export Clear Filters

Item No. ▾	Date ▾	Resident ▾	Remarks ▾	Line Items ▾	Type ▾	Amount ▾	Payment Method ▾	State
Demo/TRF/2404001-1	15-Apr-2024	Forrest Liow Block 1, Unit 104		Tennis Court No 1 22 Jun 2022 08:00 AM - 09:00 AM	Booking Deposit Refund	\$0.01	QuickPay	Paid
Demo/TRF/2404001	15-Apr-2024	Forrest Liow Block 1, Unit 104		Function Room 22 Jun 2022 09:00 AM - 12:00 PM	Booking Cancellation Refund	\$0.01	Cash	Paid
REC202404020002	02-Apr-2024	CHUAH HONG GUAN Block D, Unit 156		Gym 17 Apr 2024 08:00 AM - 10:00 AM	Facility Booking	\$0.00	None	Paid

Create Receipt **Create Refund**

v3.0.6

Create Receipts

- When selecting the item code for the receipt, if the item code(property charge) setup in Q.Estate is taxable, input the unit cost amount exclusive of GST. The system will then automatically calculate and populate the GST amount for that specific item code.

← Create Receipt Save

Demo Qornerstone
Management Corporation S.T. Plan No. 12345

Tel: N/A
Fax: N/A

Staff name: oonxinzhao@gmail.com
Our ref: N/A
Date: 18 April 2024

Receipt

By Resident By Reference

Block* Payment Method*

Unit* Reference

Resident* Payment Location/ID*

Payer

Second Carpark
Admin Charges
Facility Charge
Facility Charge - BBQ
Fixed Security Deposit - For Booking
GTO

Reference No	Description	Unit Cost	Quantity	Amount
	Facility Charge - BBQ	10.00	1	10.00
- 9% GST	- 9% GST Facility Charge - BBQ - 9% GST	0.90	1	0.90

Add Item **Total: \$10.90**

v3.0.6

Create Receipts

- If the item code is configured as non-taxable in Q.Estate, the GST will not be calculated.

QORNERSTONE ← Create Receipt Save

Demo Qornerstone
Management Corporation S.T. Plan No. 12345

Tel: N/A
Fax: N/A

Staff name: oonxinzhao@gmail.com
Our ref: N/A
Date: 18 April 2024

Receipt

By Resident By Reference

Block* Payment Method*

Unit* Reference

Resident* Payment Location/ID*

Payer

Remarks

Reference No	Description	Type	Unit Cost	Quantity	Amount
<input type="text"/>	<input type="text" value="Enter text"/>	GTO	10.00	1	10.00 ✕

Total: \$10.00

v3.0.6

GST Rounding Setting

- Setup -> Facilities -> Click on the rounding setting-> Change to the desired GST rounding setting

The screenshot displays the QORNERSTONE Community Manager interface. On the left is a dark sidebar with navigation options: Dashboard, Setup (highlighted with a red box), and Logout. The main content area is titled 'Facilities' and contains a 'General Rules' section with a toggle for 'Disable booking for owners with tenants' and a 'Clear' button. Below this is a '+ Add New Facility' button. A dropdown menu is open, showing rounding options: 'Round up' (highlighted in orange), 'Round nearest', and 'Round down'. The 'Round up' option is selected, and a tooltip text reads 'Round up the total amount payable including GST'. Below the menu, two facility cards are visible: 'MPH testing only' with a photo of a log and 'KTM GST TEST 10' with a photo of green leaves. The version number 'v3.0.6' is shown in the bottom left corner.