



**WEB TUTORIALS**

# View and Update Taxes



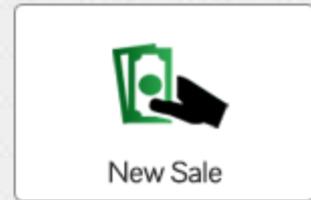
# Products and Pricing



- Home ▾
- Transactions ▾
- Lookup ▾
- Customer Profiles ▾
- Products and Pricing ▾
- AVTRIP Promotions ▾
- Merchant Account ▾
- Help

Selected Account: 2985 - Merchant Training Account (Switch Account)

quickLINKS



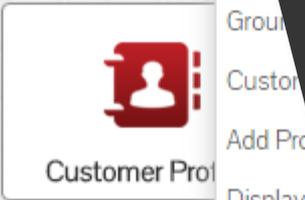
The “Manage Taxes” menu allows you to add, delete, view and update taxes for the Avfuel Hub.

# Products and Pricing



Home ▾ Transactions ▾ Lookup ▾ Customer Profiles ▾ Products and Pricing ▾ AVTRIP Promotions ▾ Merchant Account ▾ help

Account: 2985 - Merchant Training Account (Switch Account)



- Manage Products
- Manage Taxes
  - Create Tax
  - View Taxes
- Addresses
- Group Services
- Customer Products
- Add Products
- Display Order



quickLINKS

- New Sale
- AVTRIP Points
- Customer Lookup

To begin, select "View Taxes" from the "Products and Pricing" menu in the top navigation bar or the "Products and Pricing" button from main menu buttons.

# Select “Manage Taxes”



Home ▼ Transactions ▼ Lookup ▼ Customer Profiles ▼ Products and Pricing ▼ AVTRIP Promotions ▼ Merchant Account ▼ Help



- Manage Products
- Manage Taxes
- Fuel
- Create Tax
- Additives
- View Taxes
- Ground Services
- Custom Products
- Add Products
- Display Order



Contact Support: 8-5PM CST

avfuelhub@avfuel.com

Select “Manage Taxes” from the top navigation bar or “Manage Taxes” the Products and Pricing menu button options.

# View Current Taxes



## Taxes

Tax	Rate Type	Rate	
Fed Tax reduced rate Jet	Per Unit	\$0.219	Edit
Federal Oil Spill	Per Unit	\$0.02	Edit
Federal Tax Avgas	Per Unit	\$0.25	Edit
Goods & Services Tax	Percentage	5.2%	Edit
Passenger Tax	Per Unit	\$0.25	Edit
Provincial Fuel Tax	Per Unit	\$0.025	Edit
Provincial Sales Tax	Per Unit	\$0.25	Edit
Sales Tax	Percentage	7.625%	Edit
State Excise Tax	Per Unit	\$0.02	Edit
State Tax	Percentage	9.2%	Edit
Turnover Tax	Percentage	5.5%	Edit
VAT	Percentage	6%	Edit

All Taxes are visible under the "Manage Taxes" menu.

# Edit or Delete Taxes



## Taxes

Tax	Rate Type	Rate	
Fed Tax reduced rate Jet	Per Unit	\$0.219	Edit
Federal Oil Spill	Per Unit	\$0.02	Edit
Federal Tax Avgas	Per Unit	\$0.25	Edit
Goods & Services Tax	Percentage	5.2%	Edit
Passenger Tax	Per Unit	\$0.25	Edit
Provincial Fuel Tax	Per Unit	\$0.025	Edit
Provincial Sales Tax	Per Unit	\$0.25	Edit
Sales Tax			Edit
State Excise Tax			Edit
State Tax	Percentage	9.2%	Edit
Turnover Tax	Percentage	5.5%	Edit
VAT	Percentage	6%	Edit

Each product is listed with Rate Type and Rate. To edit or delete the tax, select "Edit".

Displaying records 1 - 12 of 12

# Edit Rate



## Goods & Services Tax Details

Tax Goods & Services Tax

\* Rate Type  Percentage  Per Unit

\* Rate

The tax rate can be updated by entering a new value.

## Accounting Export Configuration

Tax Name	Goods & Services Tax		
Remittance Type	Retail	Avfuel Contract	AIR Card Contract
General Ledger Account	<input type="text"/>	<input type="text"/>	<input type="text"/>

Delete Tax Save

## Tax Applied To Products

Apply Tax to Product

Product	Base Price	Tax	Total Price	Delete
Jet A Fuel	\$3.55	\$0.1846	\$5.48414	X
Avgas 100LL	\$5.00	\$0.26	\$7.20125	X
Jet B Fuel	\$4.75	\$0.247	\$6.86744	X

# Delete Tax



## Goods & Services Tax Details

Tax Goods & Services Tax

\* Rate Type  Percentage  Per Unit

\* Rate

## Accounting Export Configuration

Tax Name

Remittance Type

General Ledger Account

To delete the tax completely, select "Delete Tax".

## Tax Applied To Products

Apply Tax to Product

Product	Base Price	Tax	Total Price	Delete
Jet A Fuel	\$3.55	\$0.1846	\$5.48414	X
Avgas 100LL	\$5.00	\$0.26	\$7.20125	X
Jet B Fuel	\$4.75	\$0.247	\$6.86744	X

# Add or Delete Products



## Goods & Services Tax Details

Tax: Goods & Services Tax

\* Rate Type:  Percent

\* Rate:

Products to which the tax is applied are listed below. To add additional products, select "Apply Tax to Product".

## Accounting Export Configuration

Tax Name:

Remittance Type:

General Ledger Account:

Apply Tax to Product

## Tax Applied To Products

Product	Base Price	Tax	Total Price	Delete
Jet A Fuel	\$3.55	\$0.1846	\$5.48414	X
Avgas 100LL	\$5.00	\$0.26	\$7.20125	X
Jet B Fuel	\$4.75	\$0.247	\$6.86744	X

# Add or Delete Products



## Goods & Services Tax Details

Tax Goods & Services Tax

\* Rate Type  Percentage  Per Unit

\* Rate

## Accounting Export Configuration

Tax Name	<input type="text" value="Goods &amp; Services Tax"/>		
Remittance Type	<input type="text" value="Retail"/>	<input type="text" value="Avfuel Contract"/>	<input type="text" value="AIR Card Contract"/>
General Ledger Account	<input type="text"/>	<input type="text"/>	<input type="text"/>

Delete Tax

Save

## Tax Applied To Products

Apply Tax to Product

Product	Base Price	Tax	Total Price	Delete
Jet A Fuel	\$3.55	\$0.1846	\$5.48414	X
Avgas 100LL				X
Jet B Fuel				X

To remove a product, select the "X" next to the product.

# Select Products

Apply Goods & Services Tax To PRODUCTS



Select (all on page) / Deselect (all on page) / Clear All 12 Selected

Product	Base Price	Tax	Total Price	
Jet A Fuel	\$3.55	\$1.93414	\$5.48414	<input checked="" type="checkbox"/>
Avgas 100LL	\$5.00	\$2.20125	\$7.20125	<input checked="" type="checkbox"/>
Jet B Fuel	\$4.75	\$2.11744	\$6.86744	<input checked="" type="checkbox"/>
FSII - Fuel System Icing Inhibitor	\$0.09	\$0.55517	\$0.64517	<input type="checkbox"/>
Jet A Fuel with FSII Additive	\$5.25	\$2.05206	\$7.30206	<input checked="" type="checkbox"/>
Jet Fuel JP8	\$4.00	\$1.193	\$5.193	<input type="checkbox"/>
Air Stairs	\$100.00	\$34.32	\$134.32	<input type="checkbox"/>
Ground Handling	\$0.00	\$0.00	\$0.00	<input type="checkbox"/>
Corrosion Inhibitor	\$5.50	\$2.05038	\$7.55038	<input type="checkbox"/>
Defuel Service	\$75.00	\$25.66875	\$100.66875	<input type="checkbox"/>
Maintenance	\$0.00	\$0.00	\$0.00	<input type="checkbox"/>
Terminal Fee	\$8.00	\$2.767	\$10.767	<input type="checkbox"/>
Labor	\$0.00	\$0.00	\$0.00	<input type="checkbox"/>
Aviator Breathing Oxygen	\$2.50	\$1.25313	\$3.75313	<input type="checkbox"/>
Hangar Rental	\$150.00	\$50.8125	\$200.8125	<input type="checkbox"/>
Pilot Supplies - Example	\$2.00	\$1.1955	\$3.1955	<input type="checkbox"/>
Ground Auxiliary Power	\$20.00	\$3.885	\$23.885	<input type="checkbox"/>
Intoplane	\$100.00	\$34.05	\$134.05	<input type="checkbox"/>
Overtime Fee	\$20.00	\$5.39	\$25.39	<input type="checkbox"/>
Handling Charge	\$120.00	\$20.565	\$140.565	<input type="checkbox"/>

Select all products to which the tax is applicable.

Select (all on page) / Deselect (all on page) / Clear All 12 Selected

Displaying records 1 - 20 of 34  
< Prev 1 2 Next Last >

Save



To apply the tax to all products, click on "Select" or to remove all products from the tax, select "Deselect". Once all applicable taxes are checked, select "Save".

# Save Updates



## Goods & Services Tax Details

Tax Goods & Services Tax

\*Rate Type  Percentage  Per Unit

\*Rate

Once all updates have been made, select "Save".

## Accounting Export Configuration

Tax Name

Remittance Type

General Ledger Account

## Tax Applied To Products

Apply Tax to Product

Product	Base Price	Tax	Total Price	Delete
Jet A Fuel	\$3.55	\$0.1846	\$5.48414	X

# Edit or Delete Taxes



## Taxes

Tax	Rate Type	Rate	
Fed Tax reduced rate Jet	Per Unit	\$0.219	Edit
Federal Oil Spill	Per Unit	\$0.02	Edit
Federal Tax Avgas	Per Unit	\$0.25	Edit
Goods & Services Tax	Percentage	5.2%	Edit
Passenger Tax	Per Unit	\$0.25	Edit
Provincial Fuel Tax	Per Unit	\$0.025	Edit
Provincial Sales Tax	Per Unit	\$0.25	Edit
Sales Tax	Percentage	7.625%	Edit
State Excise Tax	Per Unit	\$0.02	Edit
State Tax		9.2%	Edit
Turnover Tax		5.5%	Edit
VAT	Percentage	6%	Edit

Repeat the process to edit or delete additional taxes.