

Capital Gold Accounts

Important Points about the Utility

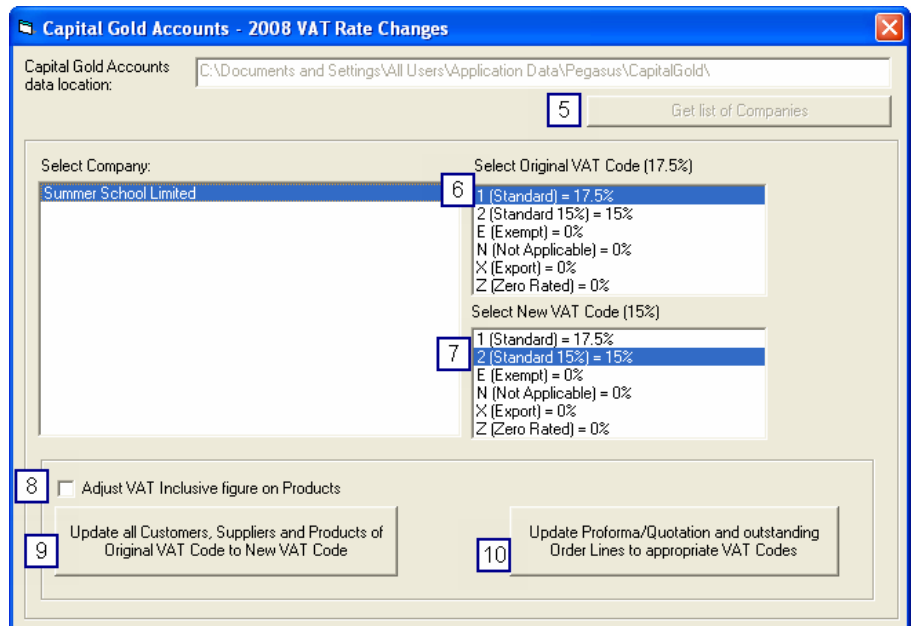
- It works with data from Capital Gold Accounts. It replaces 17.5 % VAT codes with 15% VAT codes on Customers, Suppliers, and Products and quotation, proforma, and sales order lines that have not been invoiced. The document lines are also recalculated.
- It must be run for each individual company one at a time. Make sure everyone logs out of the product beforehand.
- It must be run from the computer where Capital Gold Accounts is installed. Copy the *VatRateCap.exe* program into a folder on the computer.

Before Running the Utility

1. Create a new VAT code using a rate of 15%.
2. Log out of the product and make sure everyone logs out.
3. Take a backup of the data files.

Running the Utility

4. Run the *VatRateCap.exe* program. The **data location** box automatically displays the location of the Capital Gold Accounts data.
5. Click the **Get list of Companies** button to choose the companies you want to work with.



6. Select the existing VAT code from the **Select Original VAT Code (17.5%)** list.
7. Select the new VAT code from the **Select New VAT Code (15%)** list.
8. Tick the **Adjust VAT Inclusive figure on Products** box if you want to change the VAT inclusive selling price on product items.
9. Click the **Update all Customers, Suppliers, and Products of Original VAT Code to New VAT Code** box to replace the 17.5% VAT code in these areas with the new 15% VAT code.
10. Click **Update Proforma/Quotation and outstanding Order Lines to appropriate VAT codes** to replace the 17.5% VAT code with the 15% VAT code on proformas, quotations, and sales order lines that have not been delivered or invoiced.

After Running the Utility

11. Check the audit log (VATRateCap-log.txt) that was created for each company in the C:\Documents and Settings\All Users\Application Data\Pegasus\CapitalGold folder.
12. Run Capital Gold Accounts and check the changes to the Customers, Suppliers, Products, and sales order lines (if relevant).