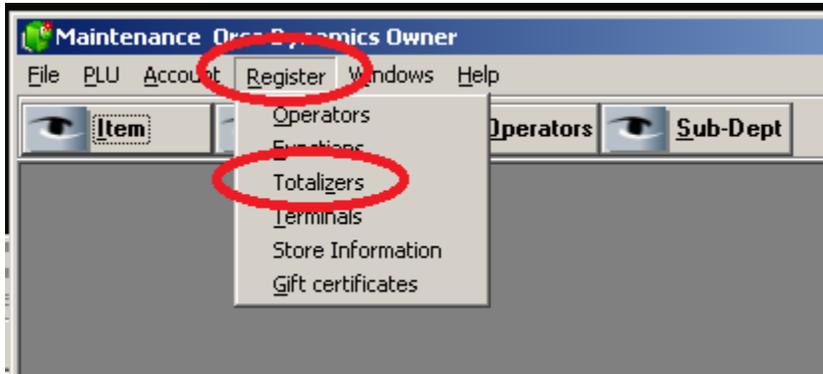# Going back to the PST

First it would be best to change the descriptors for HST to GST and make sure that the PST descriptor is defined. This can be done in the Maintenance screen of LBOSS.


In setting up the screens below, different stores will have different settings so please follow your schema. The only thing that needs to be change is the Description. In this case, HST will need to be changed to GST. We will change the tax rate later in a different area of LBOSS.
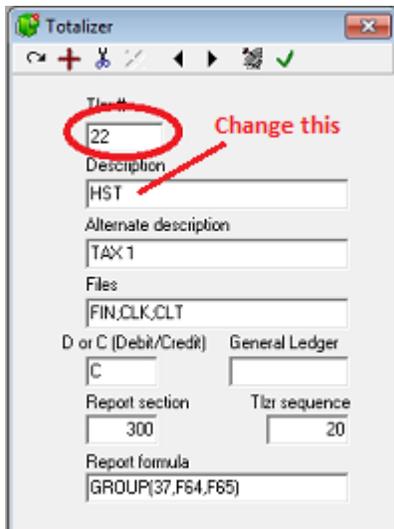
In the list below, I have changed the descriptions from 21 to 36 accordingly. Your tax descriptions may be the same or different but should follow groups of 4. Those groups include totalizers 21-24, 25-28, 29-32, 33-36. In the example below, I described the 10% liquor tax as SST as to help separate the difference between the 7% PST and the 10% SST. For those who don't know what "VAT" means, it stands for Value Added Tax. What Value Added Tax means is the price of the item includes the tax. The item will sell for the set price and the tax is reverse calculated from that price depending on what tax flags are set and what their rates are. VAT tax is used in the liquor stores and not common in grocery stores.

| Tlzr #	Descriptor	Alternate desc
19	Percent Charge 1	POURCENTAGE CHARGE 1
20	Percent Charge 2	POURCENTAGE CHARGE 2
21	GST Taxable	TAXABLE 1
22	GST	TAX 1
23	GST Exempt	TAXE 1 EXEMPTION
24	GST Refund	TAXE 1 REMBOURSE
25	PST Taxable	TAXABLE 2
26	PST	TAX 2
27	PST Exempt	TAX 2 EXEMPTION
28	PST Refund	TAXE 2 REMBOURSE
29	GST Taxable VAT	TAXABLE 3
30	GST VAT	TAXE 3
31	GST VAT Exempt	TAXE 3 EXEMPTION
32	GST Refund	TAXE 3 REMBOURSE
33	VAT SST Taxable	TAXABLE 4
34	SST VAT	TAXE 4
35	SST VAT Exempt	TAXE 4 EXEMPTION
36	SST VAT Refund	TAXE 4 REMBOURSE

Once you have completed the modification of the descriptions, we then need to make sure the products/sub departments are assigned the appropriate tax flags. Typically items are flagged to "Follow sub dept" so in that case, only the sub departments need to be modified however if there are some items not set this way, it would be necessary to set the appropriate tax flags. If those tax flags are not visible on the Quick tab, go to the POS tab, and they can be seen there.
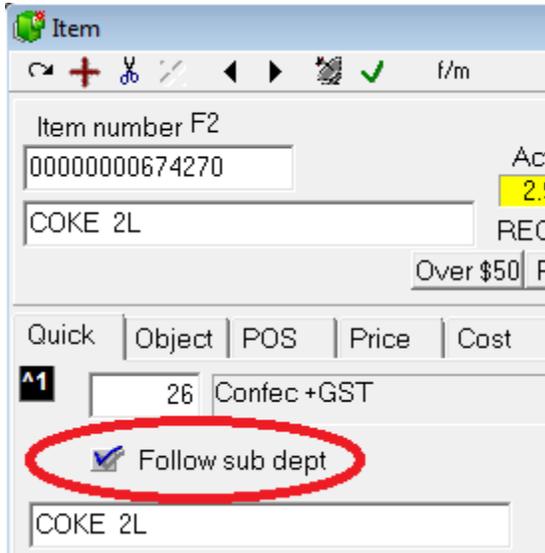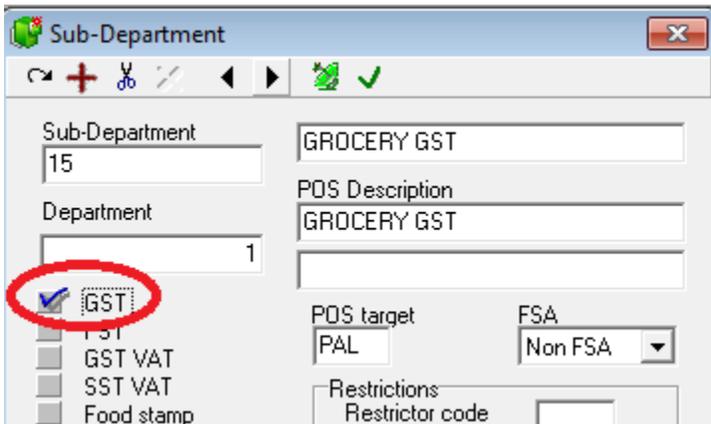

In the example below, the tax flags are grayed out because the item is set to follow sub department so the sub department is determining the tax on this item.
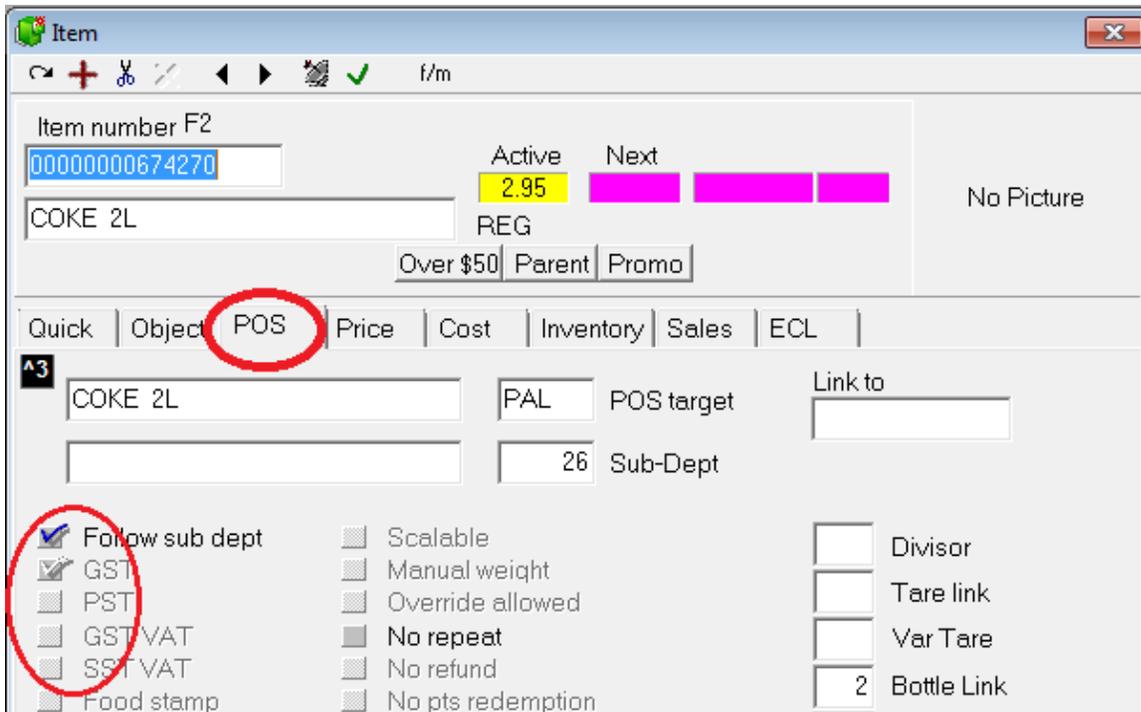
To set the sub departments, you can select the PLU drop down and then choose Sub-Dept
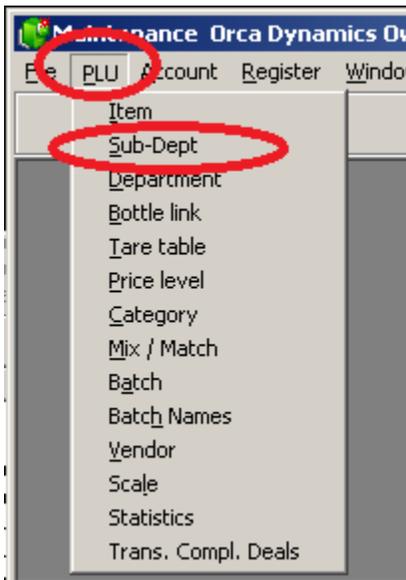
On this example, I have just GST on this sub department. On any item that is set to follow this sub department will charge just 5%GST.

In this example, I have a liquor sub department that has both the SST and GST turned on. If you are wondering, the food stamp flag is used as a trigger for certain reports to identify that sub department as a "liquor" calculation.
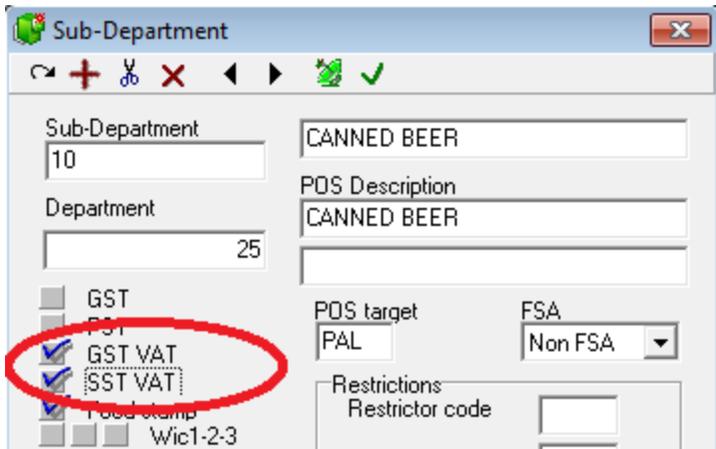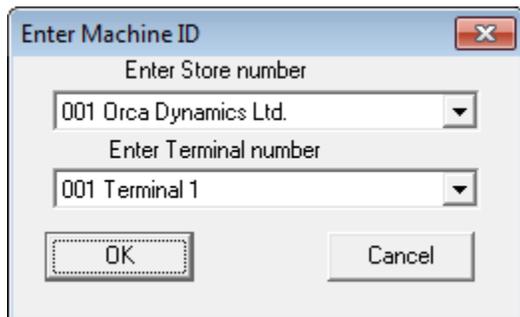

Next required is to set the tax rates. Exit completely out of LBOSS Maintenance. Don't worry about sending the changes as we will do all of them at the same time when we are complete.

On the LBOSS main menu, chose the Modules drop down and then POS Setup.
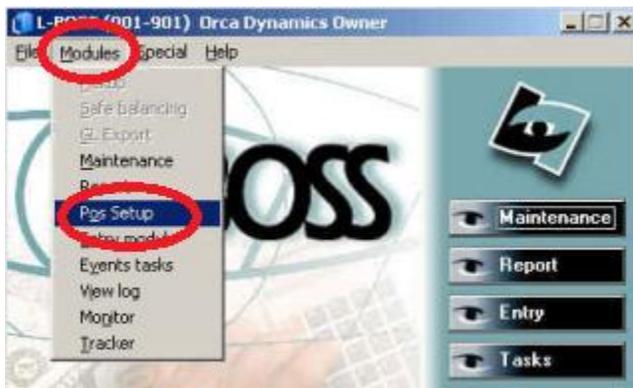
Then Choose System, and choose OK on the machine ID. Don't worry; this change will go to all terminals.

Choose the Taxes tab at the top of the system control panel. Change your rate from 12 to 5 on the GST. You can then choose the down arrow to the right of the GST and visible will be the 3 other tax rates. Set their rate and style accordingly. Once complete, hit OK and then Exit.

Lastly is to deploy the program changes to the registers.

On the LBOSS main menu choose Tasks and then Deploy all changes and Execute.
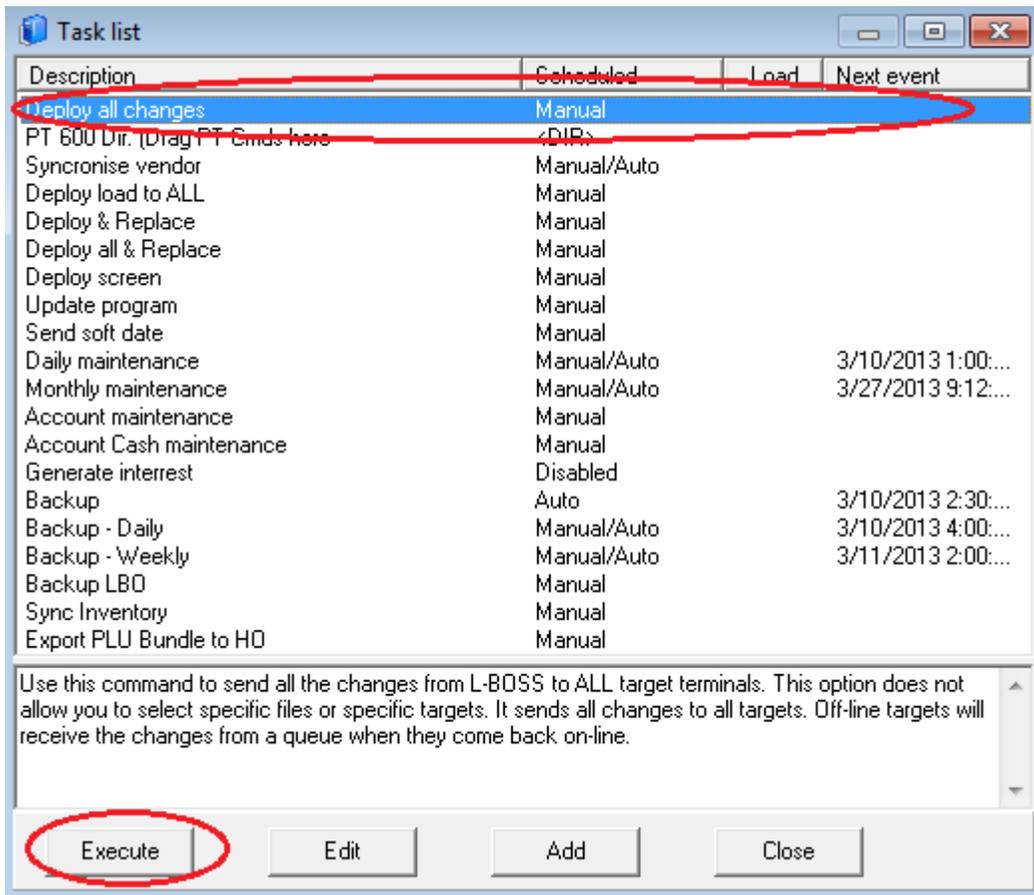
Once this is complete, it would be advisable to sell a few items at the front end to see if they are charging the appropriate taxes. This could be done in training mode if you don't want to impact sales or have to void the completed transactions. Know that the tax rate changes will impact the POS at the time the "Deploy all changes" is executed. This modification should be done after the store is closed or before it is open on the 1st of April.