

*myridas*TM *User Guide*

Version 7.6 for Great Plains 7.5

Duty Processing



Trinity Computer Services Limited

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Using this Guide

The graphics in this document are best viewed or printed with Adobe Acrobat Reader version 4.0 or above.

This guide provides user notes for the Myridas Duty Processing module:

- Duty Processing



The mouse symbol has been used throughout the manual to help guide you to the location of windows in the software. See [Appendix A](#) for a list of Myridas windows and their location in the software.

A full range of tutorials is also available on our website, <http://www.trinitypartner.com>.

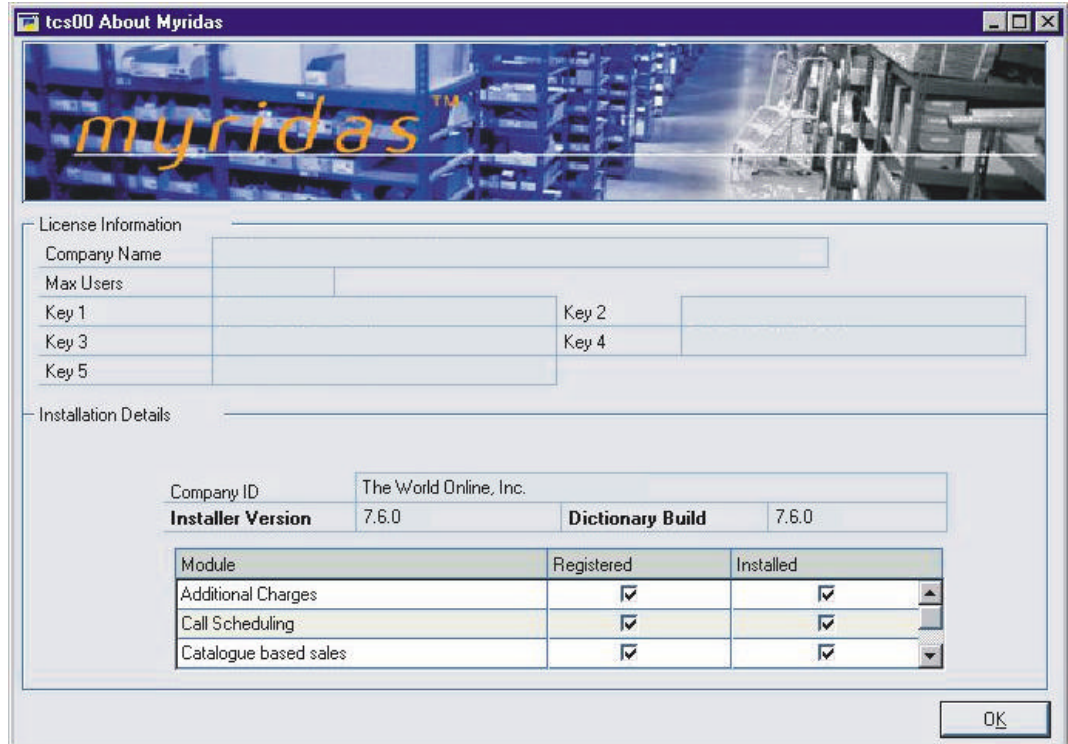
About Myridas



Cards >> Myridas Setup >> About Myridas

Use the About Myridas window to check your license information and installation details. The window will tell you which Myridas modules you are registered to use and which have been installed on your system.

The About Myridas window



Duty Processing

The Myridas Duty Processing module gives you the functionality to hold duty items (items that require duty to be paid on them) at duty-free cost price until they are transferred from a non-duty "bonded" site to a duty paid site. You can define sites as bonded sites and items may also be defined as "duty" items. When duty items are transferred from a bonded site to a duty paid site, duty liability will be calculated and incorporated into the duty paid cost price.

Note that whilst the Myridas Duty Processing module is adaptable to your requirements, it is primarily designed to handle the calculation of duty on alcohol in the United Kingdom. All references to Duty Rates will refer to the current (as of September 2002) UK Duty Rates.

Restrictions are in place to ensure that duty items cannot be transferred or sold between sites without duty being calculated. The only exception to this is where duty items are transferred or sold from bonded site to bonded site, or bonded site to bonded customer address. When selling under bond additional handling or administrative costs can be included in the selling price. Note that a bonded debtor cannot buy from a duty paid site, and that a duty paid debtor cannot buy duty items from a bonded site.

The main features of the Duty Processing module are:

- The facility to define sites as Bonded sites
- The facility to define items as Duty items by assigning them to Duty Codes
- The automatic calculation of duty charged on an item
- Duty and Bonded Price Calculators to confirm duty payments
- Restrictions on duty item movements to ensure legal compliance

<i>Bonded Sites</i>	Bonded sites are used when you do not wish to pay duty immediately on items that require duty to be paid on them. An item may remain in a bonded site for an unlimited period of time, and duty is not required to be paid until the item is transferred from that site to a duty paid site. A duty paid site is any site not defined as a bonded site. Duty items can be transferred between bonded sites without incurring duty charges. You can define sites as bonded using the Site Duty Extras window .
<i>Duty Codes</i>	Duty Codes are used to define how much duty should be paid on items. You can set up duty codes using the Duty Code Maintenance window .
<i>Duty Items</i>	Duty Items are items that require duty to be paid on them. For example, an item may be held in a bonded warehouse having been purchased for £10. The cost of the item would be £10 even though a duty payment of, for example, £4 is required. When the item is moved to a duty paid site the duty charge would have to be paid, and so the cost of the duty item would become £14.

To define an item as a Duty Item you should assign it to a Duty Code in the [Item Duty Extras window](#). Alternatively you can assign multiple items to a Duty Code using the Duty Code Allocation window.

Note that an item's Dutyable Units and ABV can only be set in the Item Duty Extras window or the Duty Code Allocation Ranges window. If you have not defined these and attempt to perform a transaction then you will receive an error warning.

Also note that items can only be defined as duty items if they have a Valuation Method (set in the Great Plains Item Maintenance window) set to LIFO Perpetual or FIFO perpetual. See the Great Plains User Manual for further information on valuation methods.

Duty Rates

The table below shows the current official duty rates for the UK (September 2002). You should use the rates when setting up Duty Codes in the Duty Code Maintenance window. Beers, spirits and wine or made wine over 22% are taxed according to their alcoholic content. Other alcohol types (wine, cider, etc) are subject to specific (by volume) duties.

		<i>Rate £ per litre of pure alcohol</i>
Content	Spirits	19.56
	Wine or made wine of an alcoholic of an alcoholic strength exceeding 22 %	19.56
		<i>Rate £ per hectolitre</i>
Specific	Wine or made wine	
	Exceeding 1.2 % - not exceeding 4% abv	47.58
	Exceeding 4 % - not exceeding 5.5% abv	65.42
	Exceeding 5.5 % - not exceeding 15% abv	154.37
	Exceeding 15 % - not exceeding 22% abv	205.82
	Sparkling wine or sparkling made wine	
	Exceeding 5.5% - less than 8.5% abv	166.70
	8.5 % and above - not exceeding 15% abv	220.54
	Cider and Perry	
	Exceeding 1.2% - not exceeding 7.5% abv	25.61
	Exceeding 7.5% - less than 8.5% abv	38.43
	Sparkling cider and sparkling perry	
	Exceeding 5.5 % - less than 8.5% abv	166.70
		<i>Rate per hectolitre per percent of abv</i>
Content	Beer	11.89

Duty Rates are subject to change - please refer to HMCE for the latest Duty Rates.

Note this module is fully integrated with the Myridas Inter-Site Transfers module, however the Duty Processing module is not currently compatible with the multi bin functionality of Great Plains 7.

1. Site Duty Extras window



Cards >> Myridas Cards >> Duty Processing >> Site Duty Extras

Use the Site Duty Extras window to:

- Define sites as bonded sites

*The Site Duty
Extras window*

Note that the window is also available as an Extras option from the Site Maintenance window.

1.2 Defining Sites as Bonded Sites

To define a site as a bonded site in the Site Duty Extras window:

1. Enter a Site ID or select one using the lookup.
2. Enter a Duty Liability GL Code or select one using the lookup.

Selecting a Duty Liability will define a site as a bonded site. A Duty Liability GL Code can be set up using the Great Plains Accounts Maintenance window.

The first time you assign a Duty Liability you will need to create a new Account. An example is shown below.

*The Great
Plains Account
Maintenance
window*

3. When you have selected a Duty Liability in the Site Duty Extras window click Save.

Note that you can click Delete to remove the bonded "status" from a site.

2. Address Duty Extras Window



Cards >> Myridas Cards >> Duty Processing >> Address Duty Extras

Use the Address Duty Extras window to:

- Define Debtor Addresses as bonded locations

*The Address
Duty Extras
window*

Note that this window is also available as an Extras option from the Addresses window.

2.1 Defining Debtor Addresses as Bonded

Defining a Debtor Address as a bonded location will allow you to sell duty items to the debtor without duty charges being applied. You can however, include a bonded adjustment charge in the selling price to cover, for example, administration costs.

To define debtor addresses as bonded in the Address Duty Extras window:

1. Enter a Debtor ID or select one using the lookup.
2. Enter an Address ID or select it using the lookup or browse buttons.
3. To define a Debtor Address as a bonded Address select the Bonded Address check box.
4. Click Save to save the Debtor/Address combination as a bonded address.

Note that you can click Delete to remove the bonded status from a Debtor/Address combination.

Note also that you can choose to clear your selection at any point by clicking the Clear button.

3. Duty Code Maintenance window



Cards >> Myridas Cards >> Duty Processing >> Duty Code Maintenance

Use the Duty Code Maintenance window to:

- Set up and maintain Duty Codes

The Duty Code Maintenance window

When you assign items to a Duty Code they will become Duty Items.

3.1 Setting Up and Maintaining Duty Codes

To set up and maintain Duty Codes in the Duty Code Maintenance window:

1. Select either Current or Pending for Duty Period.

Current should be selected where the Duty Code is to be used with immediate effect, Pending should be selected where the Duty Code is for future use.

Note that if you define a Duty Code as Pending, then it will not automatically be initiated, you must manually set it to Current when required.

2. Enter the Duty Code that you want to set up, or if you are maintaining a Duty Code you can select it using the lookup.

Note that it is recommended that when setting up Duty Codes you create codes that relate directly to the duty type, for example, **WINES 5.5-15%**.

3. Enter the required description. It is again recommended that you enter descriptions that relate directly to the duty type, for example, **UK duty for wines between 5.5 & 15%**.

4. Enter start and end dates for which this Duty Code will be applicable. If you do not require a specified end date for the Duty Code then leave this field at the default setting, 00/00/00.
5. For Calculation Method select either Content or Specific Duties from the drop-down menu.

Content Duty should be selected when entering Duty Codes for spirits, beers, and wines exceeding 22% ABV. When entering Duty Codes for other types select Specific Duties. See [Duty Rates](#) for further details.

6. Enter the appropriate Duty Rate. This is dependent upon the duty type and should be one of:
 - Rate £ per litre of pure alcohol
 - Rate £ per hectolitre
 - Rate per hectolitre per percent of ABV

Note that the currency symbol that your system is set to will automatically be displayed in the Duty Rate entry field.

7. Enter the appropriate Rate Per Duty Unit. This should again be based on the duty type; for example a standard bottle of wine would have a Rate Per **100** and the Duty Unit **Litres**.

Rate Per Duty Unit	Duty Type with a Rate in
1 Litre	£ per litre of pure alcohol
100 Litres	£ per hectolitre
1 Litre	Hectolitre per percent of abv

When you set up the duty details for an item, the Dutyable Units field will be the volume in the duty unit set up here.

See [Duty Rates](#) for further details.

8. If you will be selling items with this Duty Code from bonded sites to bonded debtors, then click the Bonded Duty Adjustment button to open the Bonded Duty Adjustment window.

You can use this window to set specific charges to be added to the selling price minus the duty charge when items are sold from a bonded site to a bonded debtor. These bonded adjustments to the duty free selling price could be described as "mark-ups" such as administrative charges, or holding charges.

9. The currently selected Duty Code and description will be displayed in the window.
10. From the Adjustment Type drop-down menu select whether adjustments will be based on Percentage or Value (per base unit).

Percentage	Will result in a percentage value of the item price being added to the item price (selling price minus duty)
Value (per base unit)	Will result in a specified value being added to the item price (selling price minus duty)

11. Enter the Adjustment Value that you require.

Note that a negative value may be entered if required, for example, -5%.

12. Select the required Round Policy, Round Option, Round Decimals and Round Amount from the drop-down menus.

*Great Plains
Rounding
Policies*

<u>Calculated Price</u>	<u>Rounding Policy</u>	<u>Rounding Option</u>	<u>Round Amount</u>	<u>New Price</u>
£1.26	None	Not applicable	Not applicable	£1.26
£1.26	Up	Multiple of	£0.05	£1.30
£1.26	Up	Ends in	£0.09	£1.29
£1.26	Down	Multiple of	£0.05	£1.25
£1.26	Down	Ends in	£0.09	£1.19
£1.26	To Nearest	Multiple of	£0.05	£1.25
£1.26	To Nearest	Ends in	£0.09	£1.29

All rounding adjustments will be made at the end of the price calculation. See the Great Plains manuals for further information on Rounding Policies.

13. When you have set the required adjustment attributes click OK to return to the Duty Code Maintenance window.
14. If you want to assign items to a Duty Code now then click the Assign button to open the [Duty Code Allocation window](#).
15. To save the duty code or any changes click Save.

Deleting Duty Codes

Click Delete to delete a Duty Code. Note that you cannot delete a Duty Code that is being used in current transactions.

Note that you can choose to clear your selection at any point by clicking the Clear button.

4. Item Duty Extras window



Cards >> Myridas Cards >> Duty Processing >> Item Duty Extras

Use the Item Duty Extras window to:

- Assign items to a Duty Code
- Set the Dutyable Units and ABV for an item

The Item Duty Extras window

Item Number	Colombard
Duty Code	WINES 5.5-15%
Dutyable Units	0.75
ABV	12.00

This window is also available as an extras option from the Item Maintenance window.

Note that you cannot perform a transaction on a Duty Item until you have set its Dutyable Units and ABV.

4.1 Setting Up Item Duty Extras

To set up item duty extras in the Item Duty Extras window:

1. The window will open with the currently selected Item Number displayed. You can select an alternative Item Number by clicking the lookup button.
2. Enter a Duty Code or select one using the lookup. This should be the Duty Code that you want to assign the item to.

Note that if the Item Number has already been assigned to a Duty Code then this will also be displayed when the window is opened. An alternative Duty Code can be selected by clicking the lookup.

Also note that you can choose to enter the Dutyable Units and ABV for an item and select a Duty Code at a later date.

3. Enter the required Dutyable Units.

This should be a value figure representing the volume in the Duty Unit of the base unit that is liable to duty.

The Duty Unit is set in the Duty Code Maintenance window, and will usually be in Litres.

4. Enter the required ABV.

The ABV entered should be the ABV for each individual unit of the item.

5. Click Save.

To delete item duty extras click the Delete button.

Note that you can choose to clear your selection at any point by clicking the Clear button.

5. Duty Code Allocation window



Cards >> Myridas Cards >> Duty Processing >> Duty Code Allocation

Use the Duty Code Allocation window to:

- Allocate Item Numbers to Duty Codes

The Duty Code Allocation window

Item Number	Description
Generic Description	Class Code
Champagne	Champagne 1999
Chardonnay	Chardonnay 1999
Chenin Blanc	Chenin Blanc 1998
Chianti	Chianti 1999
Cabernet Sauvignon	Cabernet Sauvignon 1998
Colombard	Colombard 1999

5.1 Allocating Item Numbers to Duty Codes

To allocate Item Numbers to Duty Codes in the Duty Code Allocation window:

1. Enter the Duty Code that you want to assign items to, or select it using the lookup.
2. In the scrolling window enter the Item Number that you want to assign to the Duty Code or select it using the lookup.

The Item Description will be displayed automatically when you enter or select an Item Number.

Note that you can assign ranges of Item Numbers to a Duty Code by clicking the Ranges button.

3. Repeat step 2 until you have selected all the Item Numbers that you want to assign to the Duty Code.
4. Click Sort if you want to view the Item Numbers in alphanumeric order.
5. Click Save

You can click Delete at any point to delete the Item Number allocations.

6. Duty Code Allocation Range window



Cards >> Myridas Cards >> Duty Processing >> Duty Code Allocation >> Ranges

Use the Duty Code Allocation Range window to:

- Allocate a range of items to a duty code

The Duty Code Allocation Range window

Item Number	Class ID	Item Description	Duty Code	Duty Description	ABV
Champagne		Champagne 1999			12.00
Chardonney		Chardonney 1999			12.00
Chenin Blanc		Chenin Blanc 1998			12.00
Colombard		Colombard 1999			0.00
Cotes du Rhone		Cotes du Rhone 1998			0.00

6.1 Allocating Item Ranges to Duty Codes

To allocate item ranges to Duty Codes in the Duty Code Allocation Range window:

1. The Duty Code selected in the [Duty Code Allocation window](#) will be displayed.
2. Under Assign Values to: select None, Items with no current Values, or All Items.

None	No Dutyable Units or ABV will be assigned to items in the selected range
Items with no current Values	The Dutyable Units and ABV set in this window will be assigned to all items in the

current Values	selected range that have no current Dutyable Units or ABV set
All Items	The Dutyable Units and ABV set in this window will be assigned to all items in the selected range

Note that the Dutyable Units should be a value figure representing the number of litres within the base unit that are liable to duty. The ABV entered should be the ABV for each individual unit of the item.

3. Click All to assign all records or From to assign a selection of records for Item Number, Generic Description, Class ID and ABV. If you select From, enter From and To values to specify a range, or use the lookups.
4. Under Select Items whose Duty Code is set to: you have 3 options to select.

To specify items to be added to the Duty Code:

- 4.1. Select the Unassigned check box to add only items not assigned to a Duty Code.

Note that items previously assigned to different Duty Codes will not be reassigned to the displayed Duty Code.

- 4.2. Select the Any check box to add items previously assigned to any Duty Code, or unassigned items, to the displayed Duty Code.
- 4.3. Select the Specified check box to add items previously assigned to a specified Duty Code. Enter the required Duty Code or click the lookup to select a Duty Code from Duty Codes Lookup window.

5. Click the Preview button to verify your selection in the scrolling window. The Item Number, Item Description and ABV of each item to be assigned will be displayed. Click the Show button to display the generic description, class ID, Duty Code and Duty Description.
6. Click the Transfer button to assign your item selection to the Duty Code. When the transfer has been processed the Transfer Completed Successfully dialog box will be displayed. Click OK to close the dialogue box.
7. Click OK to return to the [Duty Code Allocation window](#).



7. Item Transfers - Duty Processing

To ensure costing integrity and legal compliance on inventory transfers of duty items, numerous restrictions and amendments have been made to Great Plains functionality. The table below provides details on how different types of transfers should be processed.

Duty Item From	Duty Item To	Transaction Window
Bonded Site	Bonded Site	Item Transfer Entry (Great Plains)
Bonded Site	Duty Paid Site	Duty Item Transfers (Myridas)
Duty Paid Site	Duty Paid Site	Item Transfer Entry (Great Plains)
Duty Paid Site	Bonded Site	Duty Item Transfers (Myridas)

Item Transfers between sites of the same status (i.e.: bonded or non-bonded) do not result in any duty liability and can therefore be processed using standard Great Plains item transfer procedures.

Item transfers between a bonded site and a duty paid site result in duty liability and must be processed using the Myridas Duty Item Transfer window, or by using the Inter-Site Transfers module.

An item can only be transferred from a Duty Paid Site to a Bonded Site using the Duty Item Transfers. Transferring items in this way would normally only be done to correct errors, and so is not allowed using the Inter-Site Transfers module.

When a duty item is transferred a journal will be written to the Duty Liability Account for the bonded site, and the cost price amended accordingly.

Transactions entered in the Item Transfer Entry window will be processed according to standard Great Plains procedures.

See below for entering transactions in the [Duty Item Transfers window](#).

8. Duty Item Transfers window



Transactions >> Myridas Transactions >> Duty Processing >> Duty Item Transfers

Use the Duty Item Transfers window to:

- Transfer duty items from bonded sites to duty paid sites
- Transfer duty items from duty paid sites to bonded sites

The Duty Item Transfers window

Item Number	Description	U of M	Quantity	From Site	To Site	Unit Cost
COLOMBARD	Bottle		40	MANCHESTER	WAREHOUSE	\$2.00
Colombard 1999			0.00			\$0.00

8.1 Transferring Duty Items between Bonded and Duty Paid Sites

To transfer duty items between bonded and duty paid sites in the Duty Item Transfer window:

Note that duty items can be transferred from a duty paid site to a bonded site **and** from a bonded site to a duty paid site. The former transfer would usually only be performed to correct errors.

Note that transfers processed in this window will have the Document Type ID of Adjustment.

1. The document type will automatically be selected as an Adjustment. Duty item transfers between bonded and duty paid sites are defined as Adjustments. They are processed as a negative adjustment against the sending site and a positive adjustment against the receiving site.
2. The document number appears automatically when you move to the field. Amend this if required or select a document number from the lookup.
3. The date is also automatically calculated as the current date. Change the date if required.

4. Enter a Batch ID or select one using the lookup.
5. If all items on this transaction are to be transferred from and to the same sites, enter Default Site ID's or select them using the lookups.

If you don't select Default Site ID's, you'll need to select a From Site ID and a To Site ID for each of the items in the scrolling window.

6. In the scrolling window, enter an Item Number or select one using the lookup.
7. The base Unit of Measure will be displayed. If you require an alternative Unit of Measure then select it using the lookup.
8. Enter the adjustment Quantity. To enter a decrease adjustment, enter a negative number.

When you enter the Item Number, the Unit Cost is displayed for the base unit of measure.

9. If the Default Site ID's don't apply for a particular item, or you have not selected Default Site ID's, then you can enter From and To Site ID's in the scrolling window, or select them using the lookups.
10. Choose Distributions to open the Item Transfer Distribution Entry window where you can change or verify the accounts affected by the transaction if necessary.

*The Item
Transfer
Distribution
Entry window*

Account	Description
From Inventory 000 -1300 -01	Inventory - Retail/Parts
To Inventory 000 -2100 -00	Accounts Payable

Enter the From Inventory and To Inventory codes that you require or select them using the lookup. (See the Great Plains User Manual for further information on changing distributions for a transaction).

Click OK to close the window and return to the Duty Item Transfer window.

11. If you're entering a transaction for a serial- or lot-numbered duty item, the Item Transfer Serial Number Entry or Item Transfer Lot Number Entry window opens automatically when you move off the line (or when you click the Serial/Lot button). See below for further details.
12. Click Save to save the transaction or Post to post it.

9. Item Transfer Lot Number Entry window



Transactions >> Myridas Transactions >> Duty Processing >> Duty Item Transfers >> Serial/Lot button

Use the Item Transfer Lot Number Entry window to:

- Enter lot numbers for duty item transfers

The Item Transfer Lot Number Entry window

Available	Quantity Selected	Quantity Available

Selected	Quantity
TIN0000001	10

9.1 Entering Lot Numbers for Duty Item Transfers

To enter lot numbers for duty item transfers in the Item Transfer Lot Number Entry window:

1. The window will open with the currently selected Item Number displayed.
2. Enter a lot number or select one using the lookup. Alternatively click on a lot in the Available scrolling window.
3. Enter a Quantity Selected. This is the quantity that you will be assigning to the selected lot number
4. Click Insert.
5. If you are assigning the transaction items to more than one lot number, then continue entering lot numbers for the item (steps 2 to 4). The Lots Selected must equal the items Extended Quantity before you can move to the next line item in the Duty Item Transfer.
6. Click OK to return to the Duty Item Transfer window.

Note that you can click on a lot number in the Selected scrolling window then click Remove to undo the insertion, or click Remove All to remove all selected lot numbers.

10. Item Transfer Serial Number Entry window



Transactions >> Myridas Transactions >> Duty Processing >> Duty Item Transfers >> Serial/Lot button

Use the Item Transfer Serial Number Entry window to:

- Enter serial numbers for duty item transfers

10.1 Entering Serial Numbers for Duty Item Transfers

To enter serial numbers for duty item transfers in the Item Transfer Serial Number Entry window:

1. The window will open with the currently selected Item Number displayed.
2. Enter a Serial Number or select one using the lookup. Alternatively click on a serial number in the Available scrolling window.
3. Click Insert to select a serial number for the item transfer.
4. Continue entering serial numbers for the item (steps 2 to 3). The Serial Numbers Selected must equal the items Extended Quantity before you can move to the next line item in the Duty Item Transfer.
5. Click OK to return to the Duty Item Transfer window.

Note that you can click on a serial number in the Selected scrolling window then click Remove to undo the insertion, or click Remove All to remove all selected serial numbers.

11. Sales Transactions - Duty Processing

To ensure that the appropriate duty is always calculated on sales transactions, numerous restrictions and amendments have been made to Great Plains and Myridas functionality. The table below provides details on how different types of transactions should be processed.

Duty Item From	Duty Item To	Requirements
Bonded Site	Duty Paid Site	Inter-Site Transfers: The sites must be set as internal debtors and creditors. The transaction will be processed via an In-Transit site
Bonded Site	Bonded Site/Bonded Debtor Address	The selling site and the receiving site must both be bonded sites
Duty Paid Site	Duty Paid Site	Standard Great Plains sales transaction
Duty Paid Site	Bonded Site	This type of transaction is NOT permitted

It is anticipated that the Duty Processing module will generally be used with the Myridas Inter-Site Transfers module. This will allow the user to transfer (in the Sales Transaction Entry window) a duty item from a bonded site to a duty paid site, via an In-Transit site. When the duty item "arrives" at the In-Transit site the cost price will be increased to include the requisite duty charges. A journal will be written to the "Duty Liability Account" for the bonded site. The duty item can then be sold to a debtor from the duty paid site, with all relevant duties having been calculated. Refer to the Myridas Inter-Site Transfers module for further details.

Sales transactions between bonded sites, whether an internal bonded site or a debtor bonded delivery address, will be performed as standard Great Plains sales transactions. To implement bonded adjustments the selling price will be reduced by the applicable duty then the bonded adjustment applied. As such you should ensure that the relevant selling prices have been site up to include the appropriate duty.

Note that you cannot transfer items from duty paid sites to bonded sites using the Sales Transaction Entry window - transfers should be performed using the Duty Item Transfers window.

Note that you can use the Duty Calculator and the Bonded Price Calculator to verify duty and bonded costs.

12. Duty Calculator



Enquiries >> Myridas Enquiries >> Duty Processing >> Duty Calculator

Use the Duty Calculator to:

- Calculate duty required on items and quantities

The Duty Calculator

Item Number	COLOMBARD		
	Colombard 1999		
Duty Code	WINES 5.5-15%	Dutyable Units	0.75
Method	Specific Duties	ABV	12.00
Duty Rate Percent	100 Litres	=	\$154.37
Transfer Qty:	Bottle		20.00
Dutyable Units			15.00000
Units Liable			0.00000
Duty Liability			\$23.16

12.1 Calculating Duty

To calculate duty using the Duty Calculator:

1. Enter the Item Number that you want to calculate duty for or select it using the lookup.

When you have selected an Item Number the Duty Code, Dutyable Units, Method, ABV and Duty Rate will be displayed.

2. From the Transfer Qty drop-down menu select the Unit of Measure that you want duty to be calculated for.
3. Enter the unit quantity that you want to calculate duty for.
4. Click Calculate Duty to display the Dutyable Units and Duty Liability for this Item Number/Quantity combination.

Note that you can choose to clear your selection at any point by clicking the Clear button.

13. Bonded Price Calculator



Enquiries >> Myridas Enquiries >> Duty Processing >> Bonded Price Calculator

Use the Bonded Price Calculator to:

- Calculate bonded price adjustments

*The Bonded
Price
Calculator*

Item Number	Colombard		
Item Description	Colombard 1999		
Item Unit	Bottle	Selling Price	£ 4.99
		Duty	£ 1.16
Price minus Duty			£ 3.83
Bonded Price Adjustment	Percentage	Value	5.00%
Bonded Price Adjustment			0.19150
Bonded Price (before round)			4.02150
Bonded Price Rounding: Policy	Up	Options	Not App
Decimals	2	Amount	1.00
Price (after round)			4.03

13.1 Calculating Bonded Price Adjustments

To calculate bonded price adjustments in the Bonded Price Calculator:

1. Enter the Item Number that you want to calculate a bonded price for or select it using the lookup.

When you have entered an Item Number the Bonded Price Adjustment and Bonded Price Rounding will be displayed.

2. From the Item Unit drop-down menu select the Unit of Measure that you want a bonded price to be calculated for.
3. Enter the Selling Price - this should be the price that you sell one unit of the item for after duty has been calculated.
4. Tab out of the field to display the Price minus Duty, the Bonded Price Adjustment, the Bonded Price (before round) and the Price (after round). The Price (after round) is the price that would be charged to the bonded site.
5. Click OK to close the window.

Note that you can choose to clear your selection at any point by clicking the Clear button.

14. Transaction Duty Paid window



Enquiry >> Myridas Enquiries >> Duty Processing >> Transaction Duty Paid

Use the Transaction Duty Paid window to:

- View the duty paid on duty item transactions

*The Transaction
Duty Paid
window*

Item Number	U of M	Quantity	ABV	Duty Paid	Site ID
Item Description		Duty Rate	Dutyable	Duty Code	To Site ID
COLOMBARD	Bottle	40	12.00	\$46.40	MANCHESTER
Colombard 1999		\$154.37	0.75	WINES 5.5-15%	WAREHOUSE

This window is also available as an Extras option from the Item Transaction Entry window

14 1 Enquiring about Duty Paid on Transactions

To enquire about duty paid on transactions in the Transaction Duty Paid window:

1. Select the Adjustment Number that you want to view in the Inventory Transaction Enquiry window.
2. Select the Extras Calculated Duty option to display the Transaction Duty Paid window.
3. The transaction details will be displayed for the selected Adjustment Number.

You can click the lookup to select an alternative Adjustment Number if required.

4. The Duty Paid on the transaction will be displayed, along with the Item Number, U of M, Quantity, ABV, Duty Rate, Dutyable Quantity, Duty Code, Site ID and To Site ID.
5. Click OK to close the window and return to the Inventory Transaction Enquiry window.

15. General Ledger Postings

General Ledger postings for Duty Item Transfers are detailed in the tables below.

Duty Item Transfer Bond to Duty Paid

	DR	CR
General Ledger Postings		
Issue (Cost Excluding Duty)	Inventory Off Set	Inventory
Receipt (Cost Including Duty)	Inventory	Inventory Off Set
Quick Journal for Duty Code Postings		
Duty Value	Inventory Off Set	Duty Liability



Inter-Site Transfer (Sales Transaction Entry) Bond to Duty Paid

	DR	CR
Issue from sending site and adjustment into In-Transit site		
Issue (Cost Excluding Duty)	In-Transit	Inventory Control
Adjustment (Cost Including Duty)	Inventory Control	Inventory Off Set
Quick Journal Duty (Duty Value)	In-Transit	Duty Liability
Receipt into Receiving Depot and Adjustment out of In-Transit		
Receipt Goods In (Cost Including Duty)	Inventory Control	In-Transit
Adjustment (Cost Including Duty)	Inventory Off Set	Inventory Control

Appendix A

Access to Myridas Windows

Duty Processing

Window Name	 Menu Access	 Other Access
Site Duty Extras	Cards >> Myridas Cards >> Duty Processing >> Site Duty Extras	Cards >> Inventory >> Sites >> Extras >> Duty Processing Setup
Address Duty Extras	Cards >> Myridas Cards >> Duty Processing >> Address Duty Extras	Cards >> Inventory >> Addresses >> Extras >> Duty Processing Setup
Duty Code Maintenance	Cards >> Myridas Cards >> Duty Processing >> Duty Code Maintenance	
Item Duty Extras	Cards >> Myridas Cards >> Duty Processing >> Item Duty Extras	Cards >> Inventory >> Items >> Extras >> Duty Processing Setup
Duty Code Allocation	Cards >> Myridas Cards >> Duty Processing >> Duty Code Allocation	
Duty Code Allocation Ranges		Cards >> Myridas Cards >> Duty Processing >> Duty Code Allocation >> Ranges button
Duty Item Transfers	Transactions >> Myridas Transactions >> Duty Processing >> Duty Item Transfers	
Item Transfer Lot Number Entry	Transactions >> Myridas Transactions >> Duty Processing >> Duty Item Transfers >> Lot/Serial button	
Item Transfer Serial Number Entry	Transactions >> Myridas Transactions >> Duty Processing >> Duty Item Transfers >> Lot/Serial button	

Duty Calculator	Enquiries >> Myridas Enquiries >> Duty Processing >> Duty Calculator	
Bonded Price Calculator	Enquiries >> Myridas Enquiries >> Duty Processing >> Bonded Price Calculator	
Transaction Duty Paid	Enquiries >> Myridas Enquiries >> Duty Processing >> Transaction Duty Paid	Enquiry >> Inventory >> Transaction >> Extras >> Calculated Duty

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