

7.5% Tax Change Guide

Aloha

Navigate to Aloha Manager or Configuration Center

Go to Maintenance -> Taxes -> Tax Type

Select the first Tax Type that has Exclusive Rate

Tax Type

Tax Type: 10 DR Tax Primary Tax ExclusiveRate

Settings

- Number
- Name
- Description
- Type
- Method
- Percentage
- Minimum taxable amount
- Property Management System tax I
- Accounts receivable account

Number	Name	Type	Method
10	DR Tax	Primary Tax	Exclusive Rate
20	BWL Tax	Primary Tax	Exclusive Rate

Accounts receivable account: None

Click on Non-Repeating Table.

Change the Breakpoints to match the image below. Do not worry about the Tax Amount or other columns as they will change when you change the Breakpoints.

When you run out of rows, click on Add to the right of the To column to have it generate a new line

Tax Type: Non-Repeating Table Repeating Table

Non-Repeating Breakpoints

Breakpoint	Tax Amount	From	To
0.10	\$0.00	\$0.00	\$0.09
0.04	\$0.01	\$0.10	\$0.13
0.13	\$0.02	\$0.14	\$0.26
0.14	\$0.03	\$0.27	\$0.40
0.13	\$0.04	\$0.41	\$0.53
0.13	\$0.05	\$0.54	\$0.66
0.14	\$0.06	\$0.67	\$0.80
0.13	\$0.07	\$0.81	\$0.93
0.13	\$0.08	\$0.94	\$1.06
0.14	\$0.09	\$1.07	\$1.20
0.13	\$0.10	\$1.21	\$1.33
0.13	\$0.11	\$1.34	\$1.46
0.14	\$0.12	\$1.47	\$1.60
0.13	\$0.13	\$1.61	\$1.73
0.13	\$0.14	\$1.74	\$1.86
0.23	\$0.15	\$1.87	\$1.86

Add Remove Move up Move down

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Click on Repeating Table.

Follow the same steps with the image below.

Tax Type	Non-Repeating Table	Repeating Table				
Repeating Breakpoints						
Breakpoint	Tax Amount	Initial From	Initial To	Repeat From	Repeat To	
0.04	\$0.16	\$2.10	\$2.13	\$4.10	\$4.13	Add
0.13	\$0.17	\$2.14	\$2.26	\$4.14	\$4.26	Remove
0.14	\$0.18	\$2.27	\$2.40	\$4.27	\$4.40	Move up
0.13	\$0.19	\$2.41	\$2.53	\$4.41	\$4.53	Move down
0.13	\$0.20	\$2.54	\$2.66	\$4.54	\$4.66	
0.14	\$0.21	\$2.67	\$2.80	\$4.67	\$4.80	
0.13	\$0.22	\$2.81	\$2.93	\$4.81	\$4.93	
0.13	\$0.23	\$2.94	\$3.06	\$4.94	\$5.06	
0.14	\$0.24	\$3.07	\$3.20	\$5.07	\$5.20	
0.13	\$0.25	\$3.21	\$3.33	\$5.21	\$5.33	
0.13	\$0.26	\$3.34	\$3.46	\$5.34	\$5.46	
0.14	\$0.27	\$3.47	\$3.60	\$5.47	\$5.60	
0.13	\$0.28	\$3.61	\$3.73	\$5.61	\$5.73	
▶ 0.13	\$0.29	\$3.74	\$3.86	\$5.74	\$5.86	
0.23	\$0.30	\$3.87	\$4.09	\$5.87	\$6.09	

Once you have completed, click save on the far left side and repeat the process for all other Exclusive Tax Types (except for No Tax or Tax Exempt)

If you are using Inclusive Tax:

On the Tax Type, set Percentage = 7.5 and then save

Publish the changes and test the tax rate.

10.00 should apply .75 tax

100.00 should apply 7.50 tax