

VAT Amount

Adding VAT amount to your line items using the Sage Accounting Custom Layout Designer

Currently when viewing your customer and supplier documents the default layouts will display VAT percentage per line item instead of the VAT amount. VAT amount can be achieved by inserting a calculated field to your item lines.

Once you have your layout designer open make sure the field list has been selected in the top right hand corner.



You will then right click on the "DocumentLine" field and select "Edit Calculated Fields"



The following screen will be displayed whereafter you will select "Add"





Calculated Field Collection Editor	
Add Remove 🔶	
	OK Cancel

Select the "Expression" field

Calculated Field Collection Editor		
calculatedField1	₽ 2↓	
	Rehavies	
	benavior	
	P Scripts	(Calculated Field Scrip
	Data	^
	Data Member	
	Data Source	(none)
	Display Name	calculatedField1
	Expression	•••
	Field Type	None
	Design	~
	(Name)	calculatedField1
	Expression	
Add Remove 🛧 🔸	Specifies the expression	n of the calculated field.
		OK Cancel





You will then select "Fields" so that these are available for you to create a calculation



The calculation should be as follows "[Total] - [Exclusive]"

The Total and Exclusive can be added by double clicking on the field from the list (DocumentLine)

Expression Editor	
[Total] - [Exclusive]	
$+ - \times \div \%$	$(\cdots) = \neq < \leqslant \geqslant > (0) (0)$
Functions Operators Fields Constants Parameters	Image: Constraint of the state of the s
	OK Cancel





Then select OK

From the "Field Type" option select "Decimal"

Calculated Field Collection Editor		
calculatedField1	₽. Z↓	
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	Data	~
	Data Member	
	Data Source	(none)
	Display Name	calculatedField1
	Expression	[Total] - [Exclusive]
	Field Type	Decimal
	Design	^
	(Name)	calculatedField1
Add Remove +	Field Type Specifies the type of th	e value returned by the
		<u>O</u> K <u>C</u> ancel

Note: The name of the field being created can be edited in the (Design - Name) field.

Select **OK** to save your changes.

You will then need to apply this formula to the layout

In our example we will be replacing the VAT percentage field with out caclulated field so that it shows the amount instead of the percentage.





Click on the "TaxPercentage" field

Description	Quantity U	Unit Price Dis	3C % 1	fax %	Exclusive Total	Inclusive Tota
🗐 Detail				>		
[CodeAndDescription]	🧧 [Quanti📮 [Uni	tPriceEx 🕘 [Discou	ntfig [TaxPe	erce	(Exclusiv)	[Tota
[Comments]						6
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Pager-ooter [one band per page; [[Comment]]			•		Total Discount: Total Exclusive: Total Tax: Sub Total:	(Discou) (Exclusiv) (Tal (SubTota)

You will notice a little arrow to the top right hand corner of this field, select the arrow

Description	Quantity	Unit Price	Disc %	Tax %	Exclusive Total	Inclusive Tota
🗉 Detail				Σ		
[CodeAndDescription] [Comments]	🤪 [Quantit) [l	JnitPriceEx 🕒 [[)iscount fa [T	axPerce 🔒 🔹	[Exclusiv]	[Tota]

You will then select the "Data Binding" drop down menu option

Table Cell Tasks				
Text	fieldTaxPercentage			
Data Binding	documentLineBindingSource -	•		
Format String	{0:p}			
Summary	None			
Formatting Rules	(Collection)			
Can Grow Can Shrink Multiline				

Select your CalculatedField1 from this option







Once selected, select the "**Format String**" option (this is to make sure the amount shows as a currency value)

Table Cell Task	s	
Text Data Binding	documentLineBindingSource -	•
Format String	{0:p}	
Summary	None	
Formatting Rules	(Collection)	
Can Grow Can Shrink Multiline		

Similarly to Excel you will select "Currency" and select the option "c2"

FormatString Editor	
Category DateTime Number Percent Currency Special General	Standard Types Custom \$0.00 \$0 c c1 c2 R100.00
	OK Cancel

Select OK to save your changes

Please also rename the column heading (which is in **BOLD**) so that it no longer displays the percentage.

Description	Quantity	Unit Price	Disc %	Tax	Exclusive Total	Inclusive Total
Detail						
[CodeAndDescription]	🔒 [Quantit)	JnitPriceEx🔒 [[)iscountFig [ca	Iculated 🖯	(Exclusiv)	[Tota]
[Comments]						9
PageFooter [one band per page]						





You can then save your changes and apply the design to your company settings

Company Settings					
 Company Details General Settings VAT Settings 	Invoices and Statements Design your own: You can also download the Accounting Custom Layout Designer for Windows to design your own customer invoices and statements. Get the Custom Layout Designer from the Add-Ons and Downloads page or by clicking here.				
Documents and Statements Statement Messages Document Numbers	Browse additional layouts: Click here to view additional layouts.				
Document Descriptions	Report	Layout			
Customer Document Messages	Quote	Default (Modern)			
Supplier Document Messages Invoice and Statement Layouts	Sales Order	Default (Modern)			
	Tax Invoice	VATAMOUNT			
 Branding 	Credit Note	Default (Modern)			
 User Defined Fields 	Customer Statement	Default (Classic)			
 Email Signatures 	Delivery Note	Default (Modern)			
 Multi-Currency 	Purchase Order	Default (Modern)			
	Supplier Invoice	Default (Modern)			
	Supplier Return	Default (Modern)			
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Your documents should now display correctly with the VAT amount instead of the VAT percentage.

Alpha Cycling Supplies				
Customer VAT No: 45236859715				
P O Box 3847 Johannesburg 2000	100 Western Services Gallo Manor Johannesburg South Africa 2000	Road		
Description	Quantity Excl. Price	Disc % VAT	Exclusive Total	Inclusive Total
ALUMIN-001 - Aluminium Road Frame	1.00 R 149,040.00	0.00% R 22,356.00	R 149,040.00	R 171,396.00
BICYCL-002 - Bicycle Pump	3.00 R 1,656.00	0.00% R 745.20	R 4,968.00	R 5,713.20

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