



1st Floor, 25 York Street
Launceston
PO Box 1381
Launceston
Tasmania 7250 Australia
Telephone (03) 6334 2353
Facsimile (03) 6331 4824
Email: info@natsoft.biz

GST Reconciliation

To ensure that there has been an uninterrupted flow of data from the debtors system to the BAS module it may be worthwhile to perform the following check.

NATSOFT USER MANUALS www.natsoft.biz	Application:	GST RECONCILIATION	Page 1 of 4
	Version:	3.00	



1st Floor, 25 York Street
 Launceston
 PO Box 1381
 Launceston
 Tasmania 7250 Australia
 Telephone (03) 6334 2353
 Facsimile (03) 6331 4824
 Email: info@natsoft.biz

Debtors

Cash Method:

Debtors / Job 10 – PRINT CONTROL TOTALS / Receipts + Cash Book / Receipt Analysis Report / Tax Summary at bottom of report, includes Exempt, Taxable and GST.

Compare this figure to: -

BAS / Job 5 – BAS INQUIRY (you will need to specify the period for comparison i.e. July = 1) / Total Sales, amount column plus tax column.

Accrual Method:

Debtors / Job 10 – PRINT CONTROL TOTALS / Invoices + Debit Notes – Credit Notes + Cash Book / Receipt Analysis Report / Tax Summary at bottom of report, includes Exempt, Taxable and GST.

Compare this figure to: -

BAS / Job 5 – BAS INQUIRY (you will need to specify the period for comparison i.e. July = 1) / Total Sales, amount column plus tax column.

N.B. A discrepancy may eventuate where the incorrect BAS period is specified in the Debtors branch file, this means that the BAS will be updated but to the wrong period. A discrepancy is unlikely here unless period numbers have been changed manually at some stage during the course of the month.

NATSOFT USER MANUALS www.natsoft.biz	Application:	GST RECONCILIATION	Page 2 of 4
	Version:	3.00	

The logo for natsoft, featuring the word "natsoft" in a bold, lowercase, sans-serif font. To the right of the text is a large, stylized blue graphic that resembles a swoosh or a drop shape, with a white outline that follows the curve of the swoosh.

1st Floor, 25 York Street
Launceston
PO Box 1381
Launceston
Tasmania 7250 Australia
Telephone (03) 6334 2353
Facsimile (03) 6331 4824
Email: info@natsoft.biz

Creditors

Cash Method:

Creditors / Job 11 – PRINT CONTROL TOTALS / Payments + Cash Book / Expense Analysis Report / Tax Summary at bottom of report, includes Exempt, Taxable and GST.

Compare this figure to: -

BAS / Job 5 – BAS INQUIRY (you will need to specify the period for comparison i.e. July = 1) / Total Purch, amount column plus tax column.

Accrual Method:

Creditors / Job 11 – PRINT CONTROL TOTALS / Invoices + Debit Notes – Credit Notes + Cash Book / Expense Analysis Report / Tax Summary at bottom of report, includes Exempt, Taxable and GST.

Compare this figure to: -

BAS / Job 5 – BAS INQUIRY (you will need to specify the period for comparison i.e. July = 1) / Total Purch, amount column plus tax column.

NATSOFT USER MANUALS www.natsoft.biz	Application:	GST RECONCILIATION	Page 3 of 4
	Version:	3.00	



1st Floor, 25 York Street
 Launceston
 PO Box 1381
 Launceston
 Tasmania 7250 Australia
 Telephone (03) 6334 2353
 Facsimile (03) 6331 4824
 Email: info@natsoft.biz

Receipt/Payment Clearing Reconciliation Process

When both Debtors/Creditors, Cashbook & General Ledger systems are in use concurrently NATSOFT will usually introduce a clearing account facility. For the sake of the exercise I will refer to clearing accounts from a debtors point of view. Clearing accounts, in principle, are a 'stepping' stone from the debtors module to the cash book.

Normally, the accounts involved in the processing of a debtor receipt are as follows:

Debit – Bank Account

Credit – Debtors Control Account

With Clearing account:

1. Debtors will Debit Receipt Clearing and Credit Debtors Control.
2. Cash Book will Debit Bank and Credit Clearing.

Thus, the clearing account should be cleared to have a zero balance as a result of the above postings. However, timing differences can occur, in which the amount posted through the debtors in period 1 for instance may be posted through the cash book in period 2, this will obviously cause an imbalance in the clearing account.

It is possible to reconcile the postings into this account from the following information.

Debtors – Job 10 – PRINT CONTROL TOTALS / Receipts

Compare to:-

Cash Book – Receipt analysis report, check the analysis for Debtors Receipts.

At the end of the month these two figures should correspond, the same principle applies if creditors is being used. If a discrepancy does exist, it may be because of one of the following scenarios (debtors is used as an example but all scenarios apply to creditors):

- 1 – Timing difference. Where the amount has been processed through debtors but the corresponding deposit not yet processed through the cash book or vice versa.
- 2 – Receipt reversed in Cash Book but corresponding reversal not processed in Debtors.

NATSOFT USER MANUALS www.natsoft.biz	Application:	GST RECONCILIATION	Page 4 of 4
	Version:	3.00	