



TPAR

SETUP AND INSTALL GUIDE
V1.0.0.3

TABLE OF CONTENTS

- 1 INTRODUCTION ERROR! BOOKMARK NOT DEFINED.**

- 2 AN OVERVIEW 2**

 - 2.1 SUPPLIER CONFIGURATION..... 2
 - 2.2 REPORT GENERATION 3
 - 2.3 GENERATION FILE 4
 - [2.4 TAX COMPUTATION 5](#)

3. Report Generation

Before you generate the report you will need to ensure that you have the correct information stored against the supplier.

TPAR Requirements	Supplier Record in Evolution
Payee Australian business number	Tax Tax Number
Payee surname or family name	Contact Details Contact 1
Payee first given name	Contact Details Contact 1
Payee non-individual business name	Supplier Name
Payee address line 1	Contact Details Postal Address Line 1
Payee address line 2	Contact Details Postal Address Line 2
Payee suburb, town or locality	Contact Details Postal Address Line 3
Payee state or territory	Contact Details Postal Address Line 5
Payee postcode	Contact Details Postal Address Code
Payee contact telephone number	Contact Details Telephone 1

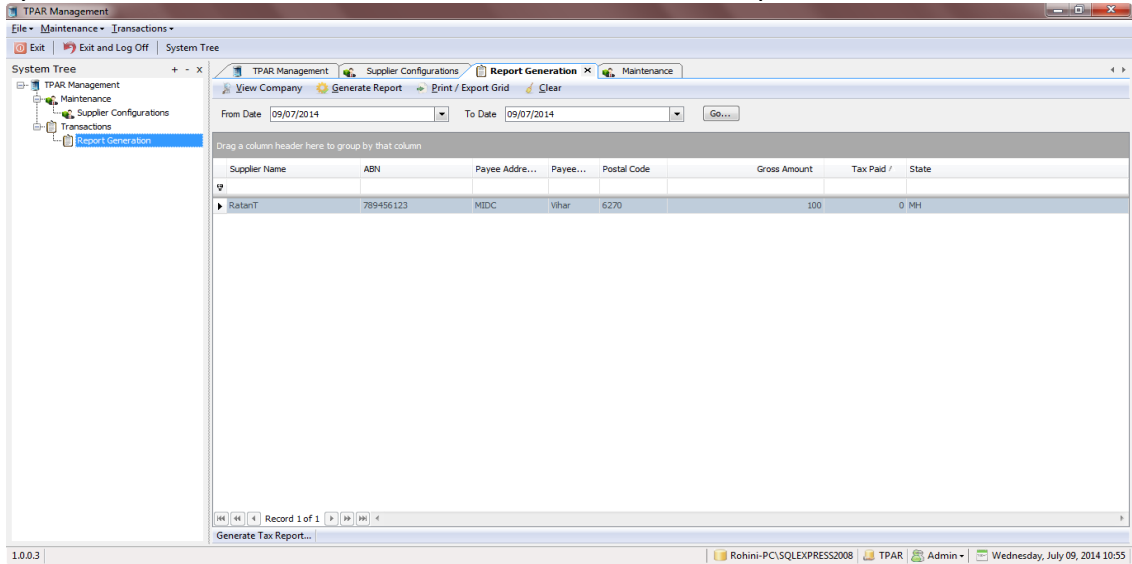
With respect to the Payee state or territory field this needs to be the following values:

- ACT
- NSW
- NT
- QLD
- SA
- TAS
- VIC
- WA
- OTH

To generate the TPAR go to:

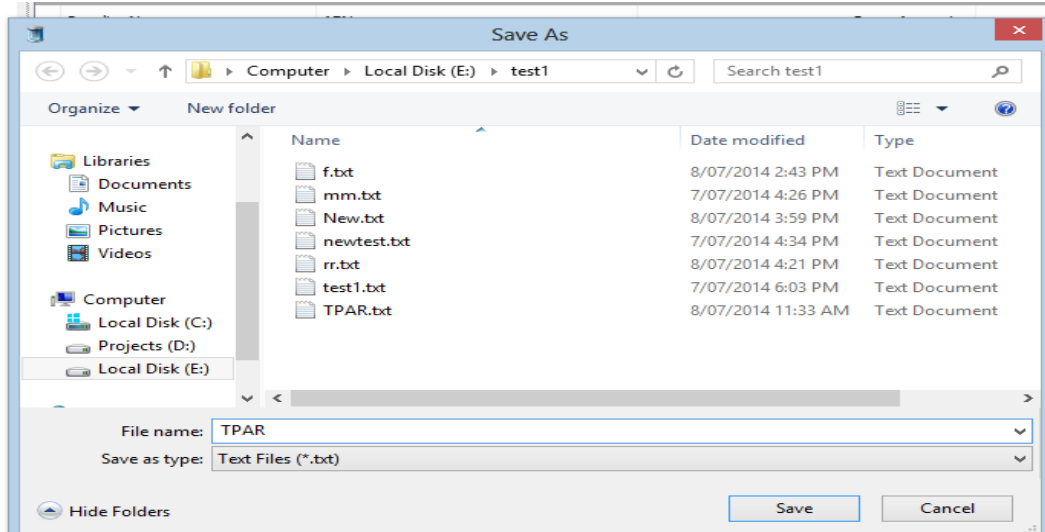
Transactions | Report Generation

The utility also requires that you ensure all payments are allocated to invoices in the system. The payments within the dates will be selected and the tax computation will be done.



Ensure that you have the correct dates in place and click on **GO** to calculate the amounts paid to the suppliers that are flagged as Contractors.

The values will need to be checked and if needed the amounts can be edited. Once this has been checked, click on Generate Report to then create the export file:



This file can then be imported into the standard ATO tax portal.

a. Tax Computation

Supplier Default Tax type is used in calculation of GST. Hence it should be mandatory selected for all suppliers.

The screenshot shows a dialog box titled "Edit Supplier 'A001'". It has several tabs: "People", "Incident History", "Inventory Items", and "Additional Fields". Under "People", there are sub-tabs: "Supplier", "Tax", "Contact Details", "Bank & Other", and "Annuity Billing". The "Tax" sub-tab is active, showing "Tax Details". There are input fields for "Tax Number" (containing "8888888888") and "Registration". A red oval highlights the "Charge Tax" checkbox, which is checked, and the "Default Tax Type" dropdown menu, which is set to "test (test) (10)". At the bottom are "OK" and "Cancel" buttons.

The calculations will done based on the payment done within specified period.

$GST\ Amount = (payment\ done * Tax\ Rate) / (100 + Tax\ Rate)$

Where, Tax rate is the default tax applied to supplier in evolution.

Supplier Name	ABN	Gross Amount	Tax Paid	State	Payee Suburb/Town/Locality
Jayant	98999999999	5724	520	ACT	uyuyuiyui
Kiran	8798998998845435435435	3800	345	MP	78897yg
Nikhil	98999999999	800	72	98789789	uyuyuiyui