



Infor SyteLine Thailand Localization User Guide

Release 9.01.x

Important Notices

The material contained in this publication (including any supplementary information) constitutes and contains confidential and proprietary information of Infor.

By gaining access to the attached, you acknowledge and agree that the material (including any modification, translation or adaptation of the material) and all copyright, trade secrets and all other right, title and interest therein, are the sole property of Infor and that you shall not gain right, title or interest in the material (including any modification, translation or adaptation of the material) by virtue of your review thereof other than the non-exclusive right to use the material solely in connection with and the furtherance of your license and use of software made available to your company from Infor pursuant to a separate agreement, the terms of which separate agreement shall govern your use of this material and all supplemental related materials ("Purpose").

In addition, by accessing the enclosed material, you acknowledge and agree that you are required to maintain such material in strict confidence and that your use of such material is limited to the Purpose described above. Although Infor has taken due care to ensure that the material included in this publication is accurate and complete, Infor cannot warrant that the information contained in this publication is complete, does not contain typographical or other errors, or will meet your specific requirements. As such, Infor does not assume and hereby disclaims all liability, consequential or otherwise, for any loss or damage to any person or entity which is caused by or relates to errors or omissions in this publication (including any supplementary information), whether such errors or omissions result from negligence, accident or any other cause.

Without limitation, U.S. export control laws and other applicable export and import laws govern your use of this material and you will neither export or re-export, directly or indirectly, this material nor any related materials or supplemental information in violation of such laws, or use such materials for any purpose prohibited by such laws.

Trademark Acknowledgements

The word and design marks set forth herein are trademarks and/or registered trademarks of Infor and/or related affiliates and subsidiaries. All rights reserved. All other company, product, trade or service names referenced may be registered trademarks or trademarks of their respective owners.

Publication Information

Release: Infor SyteLine 9.01.x

Publication Date: November 11, 2020

Document code: csbi_9.01.x_thailand_country_op_sl_en-us

Contents

- Contacting Infor.....4**
- About the Thailand Localization.....5**
- Setting up Thailand Localization.....7**
- Initializing Inventory Month End Data.....8**
- Printing the Invoice Summary, Tax Detail, and Company Information.....9**
- Reprinting Unposted Petty Cash Transaction Reports.....10**
- Running Inventory Month End Processes.....12**
- Viewing Currency Revaluation Reports.....13**
- Withholding Tax.....15**
 - Updating Withholding Tax Information After Posting.....15
 - Printing Withholding Tax Certificate Reports.....15
 - Printing Withholding Tax Details Reports.....16
 - Reprinting Withholding Tax Certificate Reports.....17
 - Reprinting Withholding Tax Details Reports.....18

Contacting Infor

If you have questions about Infor products, go to Infor Concierge at <https://conciierge.infor.com/> and create a support incident.

The latest documentation is available from docs.infor.com or from the Infor Support Portal. To access documentation on the Infor Support Portal, select **Search > Browse Documentation**. We recommend that you check this portal periodically for updated documentation.

If you have comments about Infor documentation, contact documentation@infor.com.

About the Thailand Localization

This topic describes the forms used with the Thailand Localization.

These are the forms that are associated with the Thailand Localization:

- **Currency Revaluation Report**
- **Initialize Inventory Month End Data**
- **Input VAT Report**
- **Inventory Month End Process**
- **THAI A/P Posted Payment Transaction Report**
- **Withholding Tax Certificate Report**
- **Withholding Tax Details Report**
- **Withholding Tax Information Maintenance (After Posted)**

These are the forms to which additional functionality is added when you have a Thailand Localization license:

- **AP Payments** - The **Sales Tax** field was added in the grid for users who are assigned a Thailand Localization license.
- **AP Payment Distributions** - This form has a **Thailand** tab for users who are assigned a Thailand Localization license.
- **AP Quick Payment Application** - The **Sales Tax** field was added in the grid for users who are assigned a Thailand Localization license.
- **Fixed Asset Generate Depreciation Calculation** - The **As of Date** and **Increment Date** fields are enabled for users who are assigned a Thailand Localization license.
- **Inventory Balance Report** - The functionality here is when you run the report in detail mode, there is Thai-specific backend logic that is run.
- **Pack Confirmation** - These three fields are in the read-only grid on this form for use by users who are assigned a Thailand Localization license; **Carton Prefix, Measurement (CUFT), Dimension/Size (of Carton)**.
- **Purchase Order Receiving** - The **Vendor Invoice Num** field added to the grid is for use by Thailand Localization license users.
- **Shipment Bill of Lading Report** - There is a Thai version of the output of this report. The purpose is to show the Thai-specific field values added to the Shipment table.
- **Shipment Master** - This form includes the **Thai** tab which contains fields that are specific to the Thai Localization license. These three fields are also in the read-only grid on the **Packages** tab for use by users who are assigned a Thailand Localization license; **Carton Prefix, Measurement (CUFT), Dimension/Size (of Carton)**.
- **Shipment Packing Slip Report** - There is a Thai version of the output of this report. The purpose is to show the Thai-specific field values added to the Shipment and Shipment_package tables.

- **Shipment Pro Forma Invoice Report** - There is a Thai version of the output of this report. The purpose is to show the Thai-specific field values added to the Shipment and Shipment_package tables.
- **Vendors** - The **Vendors** form has the **WHT Type** field on the Taxes tab and the grid for use by users who are assigned a Thailand Localization license.

Setting up Thailand Localization

To set up the Thailand Localization:

- 1 Set up a tax code starting with **wH** on the **Tax Codes** form. This tax code should be rate-based and negative in value. This tax code is used to calculate the sales tax for a particular vendor payment for which tax needs to be withheld.
- 2 Select the **Active for Purchasing** field on the **Tax Systems** form.
- 3 Set up vendors on the **Vendors** form.

Initializing Inventory Month End Data

Use the **Initialize Inventory Month End Data** utility to initialize the inventory month end data, creating the starting point for future runs of the **Inventory Month End Process** activity. Normally, you will only run this utility once, most likely right after you enable the Thailand Country Pack.

To initialize the inventory month end data:

- 1 Open the **Initialize Inventory Month End Data** form.
- 2 Select **Overwrite existing data** to truncate and re-initialize the target month end table, if it already contains data. Optionally, leave blank to cancel data initialization, if the target month end table already contains data.
- 3 Click **Process**.

Printing the Invoice Summary, Tax Detail, and Company Information

To print a report that shows the invoice summary, tax detail, and company information:

1 Open the **Input VAT Report** form.

2 Specify this information:

Display Summary Invoice

Select to hide the details section of the report and show the summaries/sub-totals in the **Input VAT Report**.

Tax Code

Specify the starting and ending tax code to use on the report.

Distribution Date

Specify the starting and ending distribution date to use on the report.

Invoice Date

Specify the starting and ending invoice date to use on the report.

Vendor

Specify the starting and ending vendor to use on the report.

Company Name

Specify the company name.

Address

Specify the company's address.

Tax ID

Specify the tax ID associated with this company.

Description

Optionally, specify a description for reference.

3 Optionally, click **Preview** to review the results before printing.

4 To print the report, click **Print**.

Reprinting Unposted Petty Cash Transaction Reports

To reprint posted transaction reports:

- 1 Open the **THAI A/P Posted Payment Transaction Report** form.
- 2 Specify a date range. For example, 01-Jan-2014 to 01-Feb-2015.
- 3 Specify this information:

Display Report Header

Select to show report headers in the report.

Display Distribution Detail

Select to include distribution detail in the report.

Bank Code

Specify the starting and ending bank codes to print on the report.

Internal Notes

Select to print internal notes.

Vendor

Specify the starting and ending vendor to print on the report.

External Notes

Select to print external notes.

Check Date

Specify the starting and ending check date to print on the report.

Increment Date

Select to automatically increment the date ranges and re-run reports.

Check Number

Specify the starting and ending check numbers to print on the report.

- 4 Select **Action > Background** to open the **Background Queue** form.
- 5 To schedule this report to run automatically in the background:
 - a Select **Actions > Background** to open the **Background Queue** form.
 - b Specify the frequency for this report.
 - c Click **OK**.
- 6 To print the report now:
 - a Optionally, click **Preview** to preview the results before printing.

- b Click **Print** to print the report.

Running Inventory Month End Processes

Use the **Inventory Month End Process** form to run the inventory month end process after the financial closing period at the end of each month. This process populates all ending balance records for that period for all balance levels.

1 Open the **Inventory Month End Process** form.

2 Specify this information:

Date

Specify the starting and ending dates to use for the process.

Item

Specify the starting and ending items to use for the process.

Warehouse

Select the starting and ending warehouses to use for the process.

Location

Select the starting and ending locations to use for the process.

3 To run the inventory month end process, click **Process**.

Viewing Currency Revaluation Reports

Use the **(Thai) Currency Revaluation Report** form to view the A/P and A/R Currency Revaluation Report for internal and external audit. You can use this report to check and review accounts before posting to the final journals. The report includes gain/loss amounts previously posted to the A/P and A/R journals when generating realized gains and losses. The report contains the information as currency, description, currency exchange rate (selling exchange rate for receivables and buying exchange rate for payables), and two balancing journal entries for each transaction posted.

1 Open the **(Thai) Currency Revaluation Report** form.

2 Specify this information:

Receivables

Select to process a receivables account.

Payables

Select to process a payables account.

Vouchers Payable

Select to process a vouchers payable account.

Starting/Ending Currency

Select the first and last currency code to include on the report.

Transaction Date

Select the transaction date.

Increment Date

Select to automatically increment the date ranges and re-run the report.

Realize Gain/Loss

Select to use the realized accounts that are tied to each currency and to update the historical rates stored on each record.

Inventory Adjustment Offset

This field is available only if the **Use Analytical Ledger** check box is selected on the **General Parameters** form. Specify the Inventory Adjustment Offset account for which entries will be made to the General Journal. This account must be a non-analytical account. If you do not use a separate Analytical Ledger, this field is disabled. When you choose an account, the corresponding unit code field (1-4) is enabled so that you can then choose a unit code. Also, a description of the account is displayed.

3 Select **Actions > Background** to open the **Background Queue** form.

- 4 Determine the frequency for this report.
- 5 Click **OK** to submit the report.
- 6 Optionally, click **Preview** to view the results before printing.
- 7 To print the report, click **Print** .

Withholding Tax

Updating Withholding Tax Information After Posting

To update withholding tax (WHT) information after posting:

- 1 Open the **Withholding Tax Information Maintenance (After Posted)** form.
- 2 Specify this information:

Vendor

Specify the starting and ending vendor numbers.

WHT Number

Specify the starting and ending WHT numbers.

WHT Date

Specify the starting and ending WHT date. These are payment dates.

A/P Payment (G/L Reference)

Specify the starting and ending A/P reference numbers.

WHT Type

Specify the WHT type from available options.

Reprint

Select this check box to reprint withheld tax information for exported transactions.

- 3 Click the **Filter-in-Place** icon to populate posted WHT information within the grid.

If one or more fields are blank, the system shows records from the oldest to the latest.

Printing Withholding Tax Certificate Reports

Use the **Withholding Tax Certificate Report** form to print withheld tax information, vendor information, and invoice details for unposted payments. This report is also in the Thai language.

To print withholding tax certificate reports:

- 1 Open the **Withholding Tax Certificate Report** form.
- 2 Specify a date range. For example, 01-Jan-2011 to 01-Feb-2011.

3 Specify this information:**Bank Code**

Specify the starting and ending vendor to print on the report.

Vendor

Specify the starting and ending vendor to print on the report.

Check Number

Select the starting and ending check numbers to print on the report.

Date

Specify the starting and ending date to print on the report.

Increment Date

Select to automatically increment date ranges and rerun reports.

4 To schedule this report to run automatically in the background:

- a Select **Actions > Background** to open the **Background Queue** form.
- b Specify the frequency for this report.
- c Click **OK**.

5 To print the report now:

- a Optionally, click **Preview** to preview the results before printing.
- b Click **Print** to print the report.

Printing Withholding Tax Details Reports

Use the **Withholding Tax Details Report** form to print withheld tax information, vendor information, and invoice details for unposted payments. Use this report for verification purposes.

To print withholding tax details reports:

- 1** Open the **Withholding Tax Details Report** form.
- 2** Specify a date range. For example, 01-Jan-2011 to 01-Feb-2011.
- 3** Specify this information:

Tax

Specify the starting and ending tax to print on the report.

Dist Date

Specify the starting and ending distribution date to print on the report.

Vendor

Specify the starting and ending vendor to print on the report.

Withholding Tax Code

Specify the withholding tax code.

Increment Date

Select to automatically increment the date ranges and re-run reports.

- 4 Select **Action > Background** to open the **Background Queue** form.
- 5 Determine the frequency for this report.
- 6 Click **OK** to submit the report.
- 7 Optionally, click **Preview** to preview the results before printing.
- 8 To print the report, click **Print** .

Reprinting Withholding Tax Certificate Reports

To reprint withholding tax certificate reports:

- 1 Open the **Withholding Tax Certificate Report** form.
- 2 Specify a date range. For example, 01-Jan-2011 to 01-Feb-2011.
- 3 Specify this information:

Bank Code

Specify the starting and ending vendor to print on the report.

Vendor

Specify the starting and ending vendor to print on the report.

WHT Number

Select the starting and ending WHT numbers to print on the report.

WHT Date

Specify the starting and ending WHT dates to print on the report.

Increment Date

Select to automatically increment date ranges and rerun reports.

Reprint

Select the **Reprint** check box.

- 4 Select **Action > Background** to open the **Background Queue** form.
- 5 Determine the frequency for this report.
- 6 Click **OK** to submit the report.
- 7 Optionally, click **Preview** to preview the results before printing.
- 8 To print the report, click **Print**.

Reprinting Withholding Tax Details Reports

Use the **Withholding Tax Details Report** form to reprint withheld tax information, vendor information, and invoice details for unposted payments. Use this report for verification purposes.

To reprint withholding tax details reports:

- 1 Open the **Withholding Tax Details Report** form.
- 2 Specify a date range. For example, 01-Jan-2011 to 01-Feb-2011.
- 3 Specify this information:
 - Tax**
Specify the starting and ending tax to print on the report.
 - Dist Date**
Specify the starting and ending distribution date to print on the report.
 - Vendor**
Specify the starting and ending vendor to print on the report.
 - Withholding Tax Code**
Specify the withholding tax code.
 - Increment Date**
Select to automatically increment the date ranges and rerun reports.
 - Reprint**
Select the **Reprint** check box.
- 4 Select **Action > Background** to open the **Background Queue** form.
- 5 Determine the frequency for this report.
- 6 Click **OK** to submit the report.
- 7 Optionally, click **Preview** to preview the results before printing.
- 8 To print the report, click **Print**.