



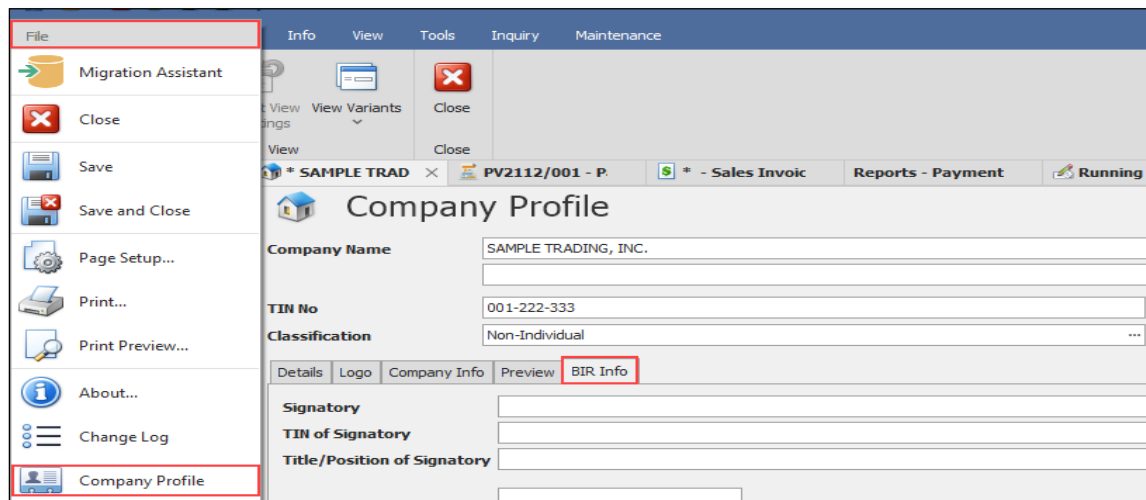
How to add the CAS Permit Information on the Form/Document Printout

Overview:

Once the Company is CAS approved by BIR, all registered forms must contain the permit information on their printouts. In the Company Profile, the system lets you easily set this up.

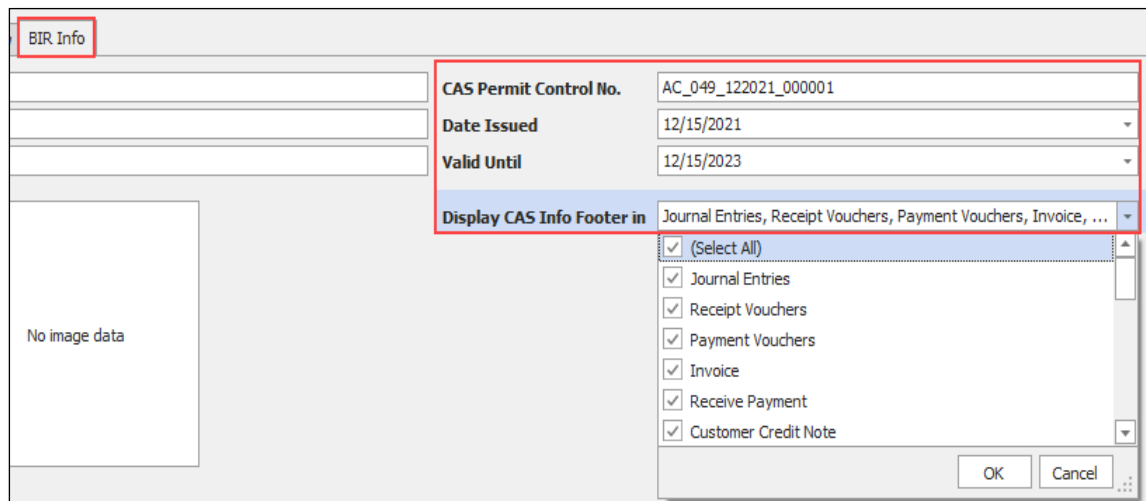
Procedure:

1. Go to 'File' > 'Company Profile' > 'BIR Info' tab



The screenshot shows the QNE Software interface. The 'File' menu is open, and 'Company Profile' is selected. The 'Company Profile' window is displayed, and the 'BIR Info' tab is active. The 'BIR Info' tab contains fields for 'CAS Permit Control No.', 'Date Issued', 'Valid Until', and 'Display CAS Info Footer in'. The 'CAS Permit Control No.' field is filled with 'AC_049_122021_000001'. The 'Date Issued' field is filled with '12/15/2021'. The 'Valid Until' field is filled with '12/15/2023'. The 'Display CAS Info Footer in' field is filled with 'Journal Entries, Receipt Vouchers, Payment Vouchers, Invoice, ...'. The 'BIR Info' tab is highlighted with a red box.

2. Fill in the following fields.



The screenshot shows the 'BIR Info' tab in the 'Company Profile' window. The fields are filled with the following values: 'CAS Permit Control No.' (AC_049_122021_000001), 'Date Issued' (12/15/2021), 'Valid Until' (12/15/2023), and 'Display CAS Info Footer in' (Journal Entries, Receipt Vouchers, Payment Vouchers, Invoice, ...). The 'Display CAS Info Footer in' field is expanded, showing a list of options: (Select All), Journal Entries, Receipt Vouchers, Payment Vouchers, Invoice, Receive Payment, and Customer Credit Note. The 'BIR Info' tab is highlighted with a red box.

Field	Description
CAS Permit Control No.	Control Number of the Permit to Use
Date Issued	Date of Issuance of the Registration
Valid Until	Validity of the Registration
Display CAS Info Footer In	Selection on which forms should have the CAS info be displayed

Application:

CAS permit information will now be included on the printout of the selected forms in Company Profile.

Example:

Transaction Form: Payment Voucher

System Default Formats:



<SR>01 - Payment Voucher



<SR>09 - Payment Voucher with Journal Details (Consolidated)

Preview (Payment Voucher with Journal Details (Consolidated)):

SAMPLE TRADING, INC. (000-111-222-333-0000)					
GST Reg. No.: Unit 806 Pearl of the Orient Tower 1240 Roxas Blvd., Ermita Manila, Philippines					
Tel : 567-4248 Fax : 567-4250					
URL : Email : sampletrading@yahoo.com					
Payment Voucher					
PLDT		NO.:	PV2112/001		
		DATE:	12/15/2021		
		CHEQUE NO.:	000057		
A/C CODE	A/C NAME	DESCRIPTION	AMOUNT		
810-0130	TELEPHONE & INTERNET	BANCO DE ORO, PAYMENT FOR ACCOUNT	1,120.00		
Journals:					
Doc No.	Date	Account #	Account Name	Debit	Credit
PV2112/001	12/15/2021	810-0130	810-0130: TELEPHONE & INTERNET	1,000.00	
PV2112/001	12/15/2021	107-0000	107-0000: INPUT VAT	120.00	
PV2112/001	12/15/2021	101-0030	101-0030: BANCO DE ORO		1,120.00
				<u>1,120.00</u>	<u>1,120.00</u>
PAYMENT DETAILS					
Type	Doc. No.	Doc. Date	Description	Orig. Amount	Paid Amount
PHILIPPINE PESO ONE THOUSAND ONE HUNDRED TWENTY ONLY					
Notes				SUB TOTAL	1,120.00
				ROUNDING ADJ	0.00
				NET TOTAL	Php 1,120.00
APPROVED BY				RECEIVED BY	
Acknowledgment Certificate No.: AC_049_122021_000001 Date Issued: December 15, 2021 Valid Until: December 15, 2023 Inclusion Series: To: QNE SOFTWARE PHILIPPINES, INC Unit 806 Pearl of the Orient Tower, 1240 Roxas Blvd., Ermita, Manila TIN: 006-934-485-000					



For further concerns regarding this matter, please contact support to assist you or create ticket thru this link <https://support.qne.com.ph>