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**LESSON 11    Review questions  
and activities**



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## **Lesson 11: Tracking and paying sales tax**

### **Review questions**

- 1** Which of the following statements is false?
  - a** You can set up both taxable and non-taxable items
  - b** You can associate different sales tax rates with different customers
  - c** QuickBooks automatically sets up your sales tax rates based on the city and state you enter in the Company Information window.
  - d** All of the above
- 2** Use a \_\_\_\_\_ item to combine multiple sales tax items into one amount on sales forms.
- 3** Which of the following can you use to determine your sales tax liability?
  - a** Sales Tax Payable account register
  - b** Pay Sales Tax window
  - c** Sales tax liability report
  - d** All of the above
- 4** To correctly affect sales tax liability, you should make payments to tax collecting agencies from which QuickBooks window?
  - a** Write Checks
  - b** Pay Sales Tax
  - c** Either a or b
  - d** None of the above
- 5** In what part of the program do you assign sales tax codes and items to customers?
  - a** In the Sales Tax Code list
  - b** On the Customer tab of the New or Edit Item window
  - c** On the Additional Info tab of each customer's record in the Edit Customer window
  - d** None of the above

### **Review activities**

- 1** Create an invoice for Pretell Real Estate's 155 Wilks Blvd. job, for 10 interior wood doors and 2 exterior wood doors.
- 2** After you record the invoice, open the sales tax payable register to see how QuickBooks has recorded the tax due from the invoice.