

GST Reconciliation on Cash Basis

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Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌First see the Previous quarter's filed BAS to check in which method GST has been filed in BAS



Australian Government
Australian Taxation Office

Agent
Client
ABN

Print activity statement

Account	Period	Document ID	GST accounting method
	Apr 2022 – Jun 2022		Cash

Receipt ID
Date lodged 08 August 2022
Payment due date 25 August 2022

Statement summary

	Reported	Owed to	Owed by

GST Reconciliation on Cash Basis

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌Fill the BAS workpaper for the FY as per the filed BAS.

T Calculation Method: Cash

	Collected	Paid	Difference	Fuel Tax Credits	Gross Wages	PAYG(W)	PAYG(I)	Total
Jun-22	$27,983.00	$17,264.00	$10,719.00					$10,719.00
Jul-22			$0.00					$0.00
Aug-22			$0.00					$0.00
Sep-22	$21,224.00	$21,679.00	-$455.00					-$455.00
Oct-22			$0.00					$0.00
Nov-22			$0.00					$0.00
Dec-22	$43,990.00	$26,216.00	$17,774.00					$17,774.00
Jan-23			$0.00					$0.00
Feb-23			$0.00					$0.00
Mar-23	$36,357.00	$24,338.00	$12,019.00					$12,019.00
Apr-23			$0.00					$0.00
May-23			$0.00					$0.00
Jun-23	$22,685.00	$13,588.00	$9,097.00					$9,097.00
Total Per BAS/IAS	$124,256.00	$85,821.00	$38,435.00	$0.00	$0.00	$0.00	$0.00	$38,435.00
Total Per Xero File								
Amended June BAS								

Description		Reported Value	Owed to ATO	Owed by ATO
Goods and services tax (GST)				
1A	Owed to ATO		$22,685.00	
1B	Owed by ATO			$13,588.00
G1	Total sales	$272,589.00		
	Does this include GST?	Yes		

GST Reconciliation on Cash Basis

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌Take GST reconciliation report as per cash basis from the bookkeeping software and enter it in the BAS WP

From 1 July 2022 to 30 June 2023
Cash Basis

Add Summary

GST Collected

GST Period	GST Collected	Adjustments	Filed	Unfiled
Opening Balance				160,312.06
1 Jul 22 - 30 Sep 22	22,220.07			182,532.13
1 Oct 22 - 31 Dec 22	43,433.24			225,965.37
1 Jan 23 - 31 Mar 23	35,915.99			261,881.36
1 Apr 23 - 30 Jun 23	23,595.04			285,476.40
Total	125,164.34	0.00	0.00	285,476.40

GST Paid

GST Period	GST Paid	GST On Imports	Adjustments	Filed	Unfiled
Opening Balance					130,729.84
1 Jul 22 - 30 Sep 22	21,679.43	0.00			152,409.27
1 Oct 22 - 31 Dec 22	30,687.32	0.00			183,096.59
1 Jan 23 - 31 Mar 23	20,234.46	0.00			203,331.05
1 Apr 23 - 30 Jun 23	13,614.06	0.00			216,945.11
Total	86,215.27	0.00	0.00	0.00	216,945.11

	Collected	Paid	Difference	Fuel Tax Credits	Gross Wages	PAYG(W)	PAYG(I)	Total
Jun-22	$27,983.00	$17,264.00	$10,719.00					$10,719.00
Jul-22			$0.00					$0.00
Aug-22			$0.00					$0.00
Sep-22	$21,224.00	$21,679.00	-$455.00					-$455.00
Oct-22			$0.00					$0.00
Nov-22			$0.00					$0.00
Dec-22	$43,990.00	$26,216.00	$17,774.00					$17,774.00
Jan-23			$0.00					$0.00
Feb-23			$0.00					$0.00
Mar-23	$36,357.00	$24,338.00	$12,019.00					$12,019.00
Apr-23			$0.00					$0.00
May-23			$0.00					$0.00
Jun-23	$22,685.00	$13,588.00	$9,097.00					$9,097.00
Total Per BAS/IAS	$124,256.00	$85,821.00	$38,435.00	$0.00	$0.00	$0.00	$0.00	$38,435.00
Total Per Xero File	$125,164.34	$86,215.27	$38,949.07					$38,949.07

GST Reconciliation on Cash Basis

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌Check if there is any difference between GST in GST reconciliation Cash basis report and filed GST in BAS

GST Calculation Method:	Cash							
	Collected	Paid	Difference	Fuel Tax Credits	Gross Wages	PAYG(W)	PAYG(I)	Total
Jun-22	$27,983.00	$17,264.00	$10,719.00					$10,719.00
Jul-22			$0.00					$0.00
Aug-22			$0.00					$0.00
Sep-22	$21,224.00	$21,679.00	-$455.00					-$455.00
Oct-22			$0.00					$0.00
Nov-22			$0.00					$0.00
Dec-22	$43,990.00	$26,216.00	$17,774.00					$17,774.00
Jan-23			$0.00					$0.00
Feb-23			$0.00					$0.00
Mar-23	$36,357.00	$24,338.00	$12,019.00					$12,019.00
Apr-23			$0.00					$0.00
May-23			$0.00					$0.00
Jun-23	$22,685.00	$13,588.00	$9,097.00					$9,097.00
Total Per BAS/IAS	$124,256.00	$85,821.00	$38,435.00	$0.00	$0.00	$0.00	$0.00	$38,435.00
Total Per Xero File	$125,164.34	$86,215.27	$38,949.07					$38,949.07
Diff b/w books and BAS	-$908.34	-$394.27	-$514.07					

GST Reconciliation on Cash Basis

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌Pass a journal to reallocate the difference between “GST reconciliation Cash basis report and filed GST in BAS” to GST adjustment account

Diff b/w books and BAS	820 - GST	BAS Excluded		514.07	
Diff b/w books and BAS	829 - GST Amendment	BAS Excluded			514.07
GST on accruals	820 - GST	BAS Excluded		3,084.91	
GST on accruals	828 - GST on Accruals Basis	BAS Excluded			3,084.91
Reallocate ATO payments in GST Ledger	820 - GST	BAS Excluded			24,000.00
Reallocate ATO payments in GST Ledger	821 - ATO- ICA	BAS Excluded		24,000.00	

GST Reconciliation on Cash Basis

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌 The balance is GST adjustment account will be later included in a BAS amendment after client's approval.

Client Queries

PREPARED BY: / /
REVIEWED BY: / /

CLIENT: Entity
PERIOD ENDED: 30 June 2023

This form is to be completed by the staff member completing the job assignment. The purpose of this form is to record any queries for the client and the result / action to be taken.

#	Query	Action required by	Query Workings Link	Response From CAM/Reviewer	Action Taken	Status
1	Please advice if we can amend the Jun -23 BAS to include the outstanding balance in GST adjustment ledger	Client				Requires follow up with Client
2						

GST Reconciliation on Cash Basis

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌Take GST reconciliation report as per GST reconciliation accrual basis report.

From 1 July 2022 to 30 June 2023
Accruals Basis

Add Summary

GST Collected

GST Period	GST Collected	Adjustments	Filed	Unfiled
Opening Balance				**166,873.88**
1 Jul 22 - 30 Sep 22	21,645.70			188,519.58
1 Oct 22 - 31 Dec 22	56,423.18			244,942.76
1 Jan 23 - 31 Mar 23	23,840.96			268,783.72
1 Apr 23 - 30 Jun 23	29,972.13			298,755.85
Total	**131,881.97**	**0.00**	**0.00**	**298,755.85**

GST Paid

GST Period	GST Paid	GST On Imports	Adjustments	Filed	Unfiled
Opening Balance					**134,864.78**
1 Jul 22 - 30 Sep 22	30,324.92	0.00			165,189.70
1 Oct 22 - 31 Dec 22	25,943.97	0.00			191,133.67
1 Jan 23 - 31 Mar 23	17,406.30	0.00			208,539.97
1 Apr 23 - 30 Jun 23	16,172.80	0.00			224,712.77
Total	**89,847.99**	**0.00**	**0.00**	**0.00**	**224,712.77**

GST Reconciliation on Cash Basis

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌Calculate the difference between GST as per cash basis report and accrual basis report.

GST as per cash basis	$125,164.34	$86,215.27	$38,949.07
GST as per accrual basis	$131,881.97	$89,847.99	$42,033.98
	-$6,717.63	-$3,632.72	-$3,084.91

GST Reconciliation on Cash Basis

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌Reallocate the difference to GST on Accruals Account

Diff b/w books and BAS	829 - GST Amendment	BAS Excluded			514.07
GST on accruals	820 - GST	BAS Excluded		3,084.91	
GST on accruals	828 - GST on Accruals Basis	BAS Excluded			3,084.91

GST Reconciliation on Cash Basis

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌The balance in GST on accrual account will match with the net of outstanding GST in Aged receivables and Payables account.

As at 30 June 2023
Ageing by due date

Contact	Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total	Outstanding GST
Aged Payables								
23 Digital	1,650.00	0.00	0.00	0.00	0.00	0.00	1,650.00	150.00
Actrol Parts	257.66	110.49	0.00	0.00	0.00	0.00	368.15	33.47
AroFlo	526.90	0.00	0.00	0.00	0.00	0.00	526.90	47.90
RDH Excavat	0.00	434.50	0.00	0.00	0.00	0.00	434.50	39.50
Rhiannon Car	1,950.00	0.00	0.00	0.00	0.00	0.00	1,950.00	177.27
Supply Partn	0.00	2,444.20	0.00	0.00	0.00	0.00	2,444.20	222.20
Sydney Tools	237.00	0.00	0.00	0.00	0.00	0.00	237.00	21.54
Telstra	89.99	0.00	0.00	0.00	0.00	0.00	89.99	8.18
Tricab	0.00	1,021.63	0.00	0.00	0.00	0.00	1,021.63	92.88
Total Aged Pa	**65,874.29**	**27,345.25**	**22,328.00**	**0.00**	**0.00**	**0.00**	**115,547.54**	**7,767.66**
Total	**65,874.29**	**27,345.25**	**22,328.00**	**0.00**	**0.00**	**0.00**	**115,547.54**	**7,767.66**
Percentage o	**57.01%**	**23.67%**	**19.32%**	**0.00%**	**0.00%**	**0.00%**	**100.00%**	**100.00%**

Outstanding GST in Aged Payables	7,767.66
Outstanding GST in Receivables	13279.45
	(5,511.79)

821 - ATO- ICA	1,351.67	24,733.98	-
825 - PAYG Withholdings Payable	12,270.00	16,545.00	10,764.00
825-1 - PAYG WH Adjustment	7,813.00	-	-
826 - Superannuation Payable	13,310.42	10,784.02	2,367.66
828 - GST on Accruals Basis	5,511.79	2,426.88	5,643.22

GST Reconciliation on Cash Basis



Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11

📌Check all the ATO payments are reflected correctly in GST ledger. After that, Please check the balance in GST ledger is matching with the liability which is not lodged during the FY (Generally Jun 23 quarter/month liability)

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Step 9

Step 10

Step 11



GST Reconciliation on Cash Basis