

Taxable Install Items

Last Modified on 08/13/2026 11:33 am EDT

SedonaOffice automatically handles tax calculations for AIA style billing applications:

1. Marking items as taxable:

- When creating install items, mark them as taxable if applicable.
- Set the appropriate tax rate or tax code.
- The scheduled value should be the pre-tax amount.

2. Tax calculation on the Continuation Sheet form:

- For taxable items, tax is automatically calculated.
- Tax is added to the scheduled value.
- The Continuation Sheet form displays the tax-inclusive amounts.

3. Tax on current period work:

- When you enter work completed this period (Column E), tax is calculated on that amount.
 - Tax is proportional to the percentage of work completed.
 - Running tax totals are maintained.
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