## **Master List Tax Report**

Last Modified on 16/06/2025 10:56 am AEST



Instructions in this article relates to the *Master List Tax Code Report*. The icon may be located on your *StrataMax Desktop* or found using the *StrataMax Search*.

Please note that *Master List Tax Code* as been removed from StrataMax Version 5.6.132 with the same reporting fields available with *Search Local Accounts*.

Each building has its own master list. This report lists the following information about each general ledger account code (Excluding creditors [082...] and lot owners accounts [021..]): Code Number, Description, Master List Type, Tax Code, and Non-Mutual Income.

## Master List Tax Code in Master Chart / Base Building

- 1. From the Building Selector, select
  - A building to run the list just for that building.
  - Select Base Building to run the report in the Base Building.
  - Select *Master Chart Building* to run the report in the Master Chart.
- 2. Search or select *Master List Tax Code.*
- 3. The below information will apply to all areas of output for the report.
  - 1. Click *Options > Code Number Order* to print in number order.
  - 2. Click *Options > Name Order*, to print in alphabetical order.
  - 3. Choose the required output: Screen, Print, or Excel.
  - 4. Select Codes tag to set any limits.
  - 5. Tax Code tag to set any limits.
  - 6. Non Mutual tag to set any limits.
  - 7. Click the *Preview* button to display the contents in an on-screen table, similar to Excel.

4. Click OK.