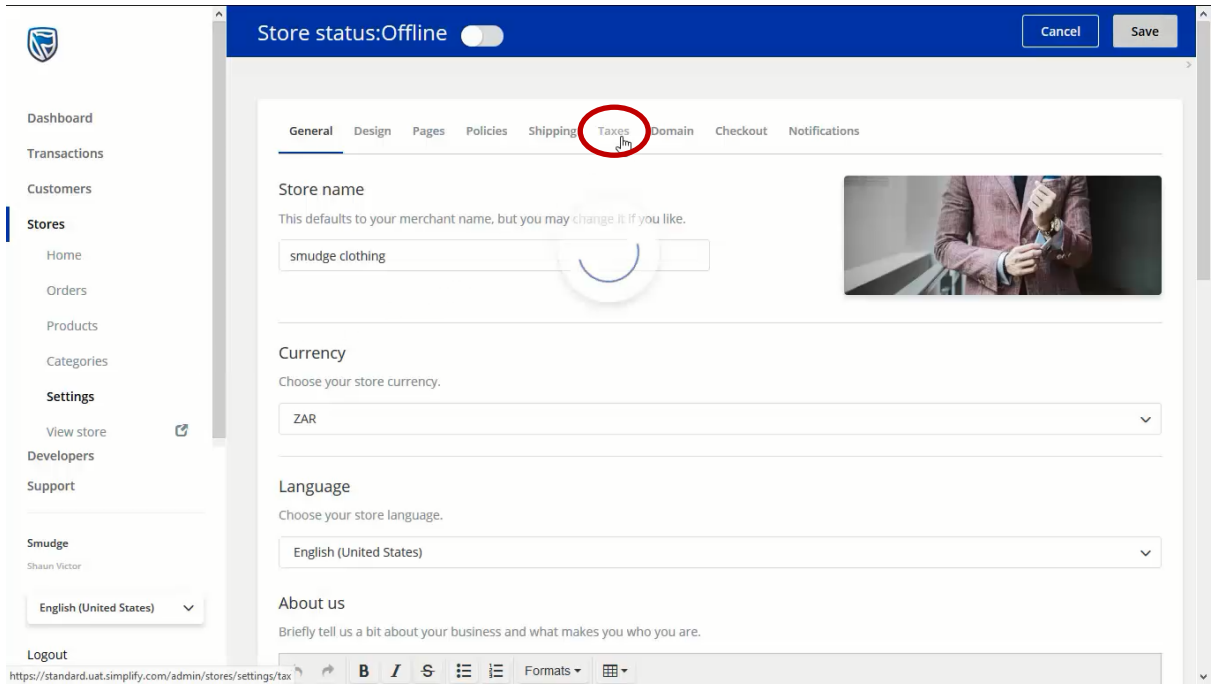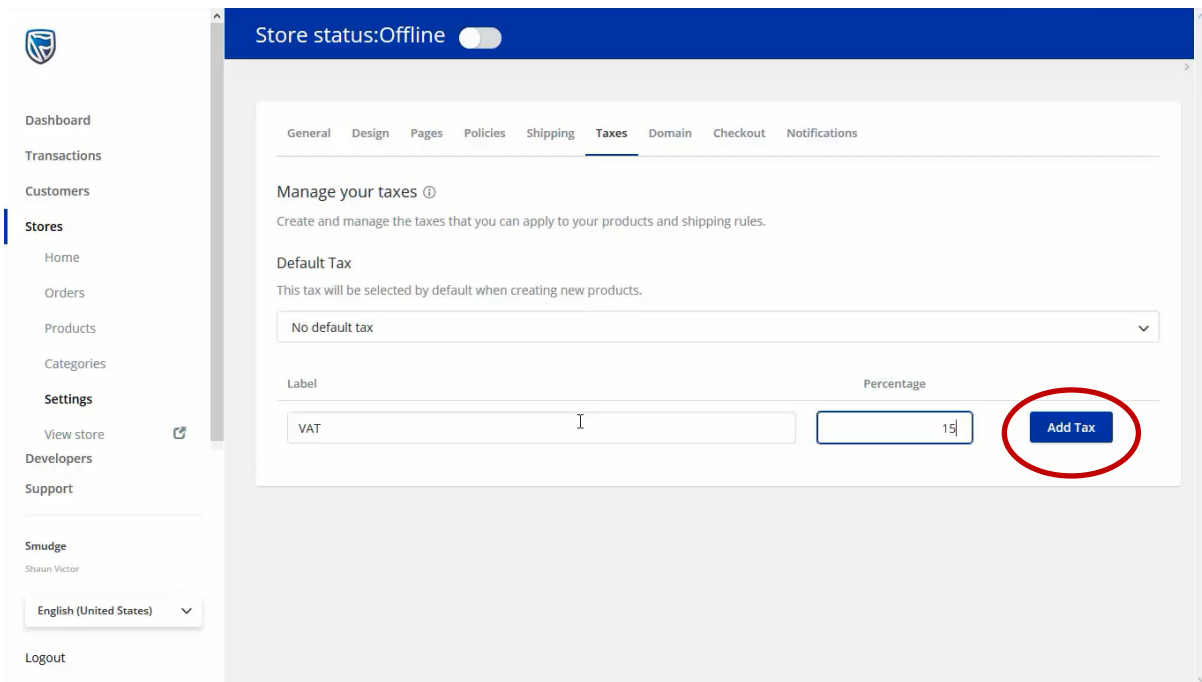# How to add taxes

- You will need to add tax to the items which you are selling. You can either add a default tax to be applied to all the items you are selling, or you can add one or more individual tax rates when adding a new product.
- To add taxes, click on the stores button on the left-hand side menu on the dashboard page, then click on settings.

- You will notice the tax tab at the top of the page. From the tax page you will be able to add your store's tax.

- Provide a label for your tax, and the percentage that needs to be added. In South Africa the VAT percentage is 15. Once you are happy with the information you have provided click add tax.

- If you would rather add a default tax to all your items, click on the default tax button, and select your choice from the drop-down menu. Once again, in South Africa this would be VAT.