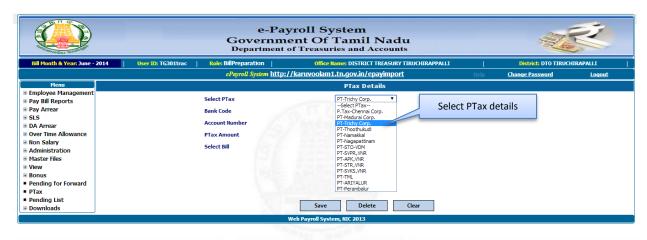
## **Procedure to Add and Remove PTax amount**

Step-1: Go to accountant login and Select PTax from menu



Step-2: Select Professional Tax details from selection list



## Step-3: 1) Check PTax Bankcode and Account Number

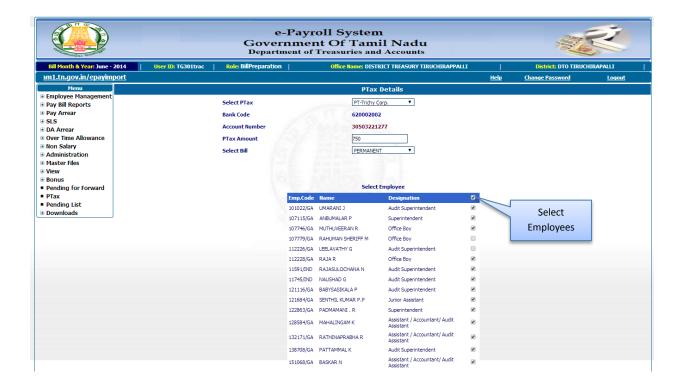
2) Enter PTax amount



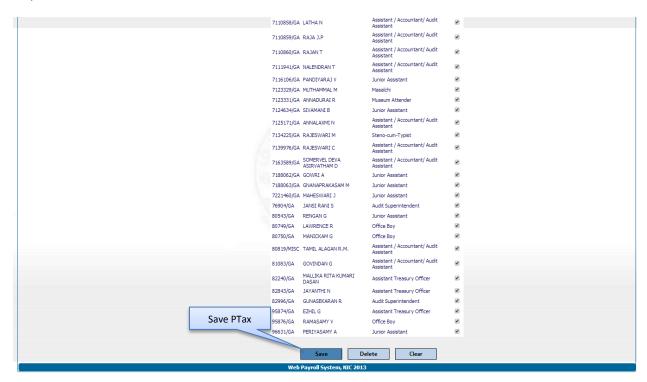
Step-4: Select Bill to view employees.

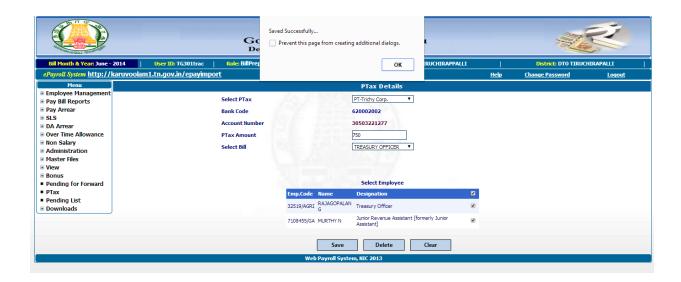


Step-5: Select Employee(s) to add Professional Tax amount



Step-6: Save Professional Tax amount





Step-7: Delete Professional Tax amount

