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## PREPARE FOR THE HST: ACCOUNTING AND SYSTEM CHANGES

This information is intended to assist business as they review and modify their accounting and point-of-sale systems, in preparation for the harmonized sales tax (HST) that comes into effect in Prince Edward Island on April 1, 2013.

### Accounting and Point-of-Sale Systems

With the HST implementation date now only a short while away, business are reminded to allocate sufficient lead time into making changes to their accounting and point-of-sale systems.

Systems that require changes may include, for example:

- point-of-sale terminals, cash registers, computer software and websites
- invoices, sales receipts, purchase orders and expense reports
- special codes for Prince Edward Island's point-of-sale rebate

These changes must be implemented by April 1, 2013 in order to ensure that the HST is properly charged and paid, and will help to reduce the potential for costly errors and oversights.

### For More Information

The Harmonized Sales Tax (HST) is administered by the Canada Revenue Agency (CRA). If you have specific questions on how the HST applies to your business or whether a good or service is taxable, visit the CRA website at [www.cra.gc.ca/gsthst](http://www.cra.gc.ca/gsthst) or call **1-800-959-5525**.

Copies of this guide or the *Revenue Tax Act* and Regulations are available on our website. For information regarding the winding down of the revenue tax (PST), please contact:

Taxation and Property Records Division  
P.O. Box 1330  
Charlottetown, PE  
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Website: [www.taxandland.pe.ca](http://www.taxandland.pe.ca)

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