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COURSE BROCHURE

Small and Medium Enterprise Tax Compliance Calendar Training Course

20 – 24 December 2026
Kuala Lumpur

Small and Medium Enterprise Tax Compliance Calendar Training Course

Ref: 2820_108142 **Date:** 20 – 24 December 2026 **Location:** Kuala Lumpur **Fees:** 4600 GBP

Small and Medium Enterprise Tax Compliance Calendar is a 1-week training course for business owners, finance managers and in-house accountants in smaller firms, producing an Annual Tax Compliance Calendar and Computation File. Growing firms now face more filing points, digital record checks and withholding duties than their small finance functions were built for. Jupiter Prime Training delivers this course on small and medium enterprise tax compliance calendars.

Why Small and Medium Enterprise Tax Compliance Calendar Matters Now

Three pressures shape this subject. Tax authorities increasingly receive transaction data electronically, so gaps between ledgers and returns surface quickly. Lenders and larger customers ask for evidence of clean tax standing. A firm that runs a written calendar and a reconciled computation avoids penalties and plans its tax cash. The course rests on accrual accounting principles and the general structure of income, indirect and payroll taxes.

Who Gains Most from Small and Medium Enterprise Tax Compliance Calendar

- Owner-managers who sign returns and decide how tax cash is set aside
- Finance managers responsible for closing the books and preparing tax figures
- In-house accountants who keep invoice, payroll and asset records ready for review
- Bookkeepers who code transactions that later drive deductible and non-deductible splits

An owner and finance lead from the same firm gain most together, since one approves the calendar and the other runs it.

Small and Medium Enterprise Tax Compliance Calendar Capabilities

Participants replace scattered deadlines with one owned schedule tied to the accounts.

- Build an annual schedule of every income, indirect and payroll tax filing and payment — the owner-manager
- Calculate taxable profit from accounting profit with documented adjustments — the person signing the return
- Assess which expenses are deductible, partly deductible or disallowed — the bookkeeper coding transactions
- Apply capital allowance schedules to the fixed asset register — the finance manager planning purchases
- Test indirect tax and payroll withholding records against the ledger — the external adviser or reviewer
- Communicate a tax cash forecast linked to filing dates — the business owner and lender

Key Small and Medium Enterprise Tax Compliance Calendar Terms

- Taxable profit — accounting profit after tax adjustments for disallowed costs, allowances and exempt income.
- Capital allowance — tax relief for the cost of qualifying business assets, given in place of accounting depreciation.
- Indirect tax — a tax charged on sales of goods or services and collected by the business for the authority.
- Payroll withholding — tax deducted from employee pay by the employer and paid over on a set schedule.
- Tax computation — the working that converts accounting profit into the figure reported on a tax return.
- Compliance calendar — a dated schedule of every tax filing, payment and record task with a named owner.

Small and Medium Enterprise Tax Compliance Calendar Day by Day

Day 1: Tax Obligations of a Growing Firm

- Tax Obligation Inventory by Tax Type — Which Duties Apply Now
- Registration Thresholds and Trigger Events — When New Duties Begin
- Record-Keeping Requirements Map — Evidence Each Return Depends On
- Owner Versus Business Expense Separation — Clean Books for Review
- Penalty and Interest Exposure Review — Cost of Late or Wrong Filing

Day 2: Corporate Income Tax Computation

- Accounting to Taxable Profit Reconciliation — Adjustment Schedule Design
- Allowable and Disallowed Deduction Tests — Coding Rules for Bookkeepers
- Capital Allowance Schedule from the Asset Register — Timing of Purchases
- Loss Carry-Forward Tracking — Using Earlier Losses Correctly
- Provisional and Final Payment Estimates — Tax Cash Set-Aside

Day 3: Indirect Tax and Payroll Records

- Sales and Purchase Invoice Checks — Recoverable Input Tax
- Indirect Tax Return Reconciliation to Ledger — Errors Before Submission
- Payroll Withholding Calculation and Payslip Review — Employer Duties
- Benefits and Allowances Treatment — What Counts as Taxable Pay
- Adjustment and Correction Procedures — Fixing Past Return Errors

Day 4: Calendar Design and Tax Cash Planning

- Filing and Payment Date Grid — One View of All Deadlines
- Task Owner and Reviewer Assignment — Accountability for Each Return
- Tax Cash Forecast Linked to the Calendar — Funding Upcoming Payments
- Document Retention and Audit Readiness Checklist — Responding to Enquiries
- Adviser Hand-Off Pack — What the Firm Prepares Before Filing

Day 5: Practising the Annual Tax Compliance Calendar and Computation File

- Obligation Inventory for a Case Retail Firm — Scope of the File
- Taxable Profit Computation for a Case Services Firm — Adjustment Evidence
- Indirect Tax and Payroll Reconciliation Test — Ledger Agreement
- Tax Cash Forecast and Owner Sign-Off — Funding Decision
- Annual Tax Compliance Calendar and Computation File — Ready for Adviser Review

Applying Small and Medium Enterprise Tax Compliance Calendar After the Course

- Draft the firm's obligation inventory and date grid, assign an owner to each filing and share it with the business owner.
- Rebuild the latest year's taxable profit reconciliation and flag deductions that lack supporting records.

Small and Medium Enterprise Tax Compliance Calendar Questions FAQ

What is a small and medium enterprise tax compliance calendar, and why does it matter now?

It is a dated schedule of every tax filing, payment and record task, backed by a reconciled computation. It matters now because authorities match electronic data quickly and smaller firms carry more duties as they grow.

Which roles gain most from a small and medium enterprise tax compliance calendar?

Owner-managers, finance managers and in-house accountants gain most. You see how coding, payroll and asset records feed each return.

How does a small and medium enterprise tax compliance calendar course differ from a corporate tax computation course?

It covers every tax a smaller firm handles, not only profit tax. A corporate computation course goes deeper into deferred tax; here you link income, indirect and payroll taxes in one schedule.

What do you bring back from a small and medium enterprise tax compliance calendar course?

You bring back a working calendar and computation file. It holds the obligation inventory, date grid, profit workings and a tax cash forecast.

Small and Medium Enterprise Tax Compliance Calendar: The Way Forward

The Annual Tax Compliance Calendar and Computation File first informs how much cash the owner sets aside for the next payment dates. Finance managers run it monthly and advisers use it before filing. After the first full year, revisit the deduction coding rules and the record checklist, since both shift as the firm adds staff and assets.