
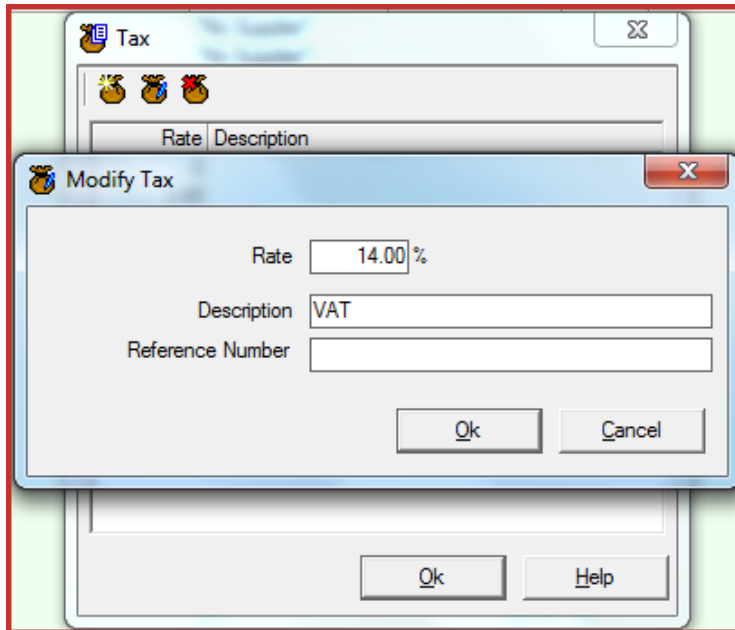


HOW to CHANGE the TAX RATE

To change existing tax rates assigned to products in F&B Control, do the following:

1. Click *Configuration > Manage Taxes*.
2. Select the tax rate that you want to modify.
3. Click **Modify** .
4. Type the new tax rate and description. Click **OK**.



This will automatically update the products using the tax rate.