## Adding a VAT Rate

To add a VAT:

1. Click on the Store Management tab on the top tab fields then Tax Rules

<ul> <li>Create a new member</li> <li>Create a new discount</li> <li>Create a new coupon</li> <li>Create a new email message</li> <li>Back</li> </ul>	Request another account	Product discounts and promotions	Coupons
Resources  Sign up for online payment processing	Creative Content		
	Regional		
	Store locations	Languages	
	Payment methods	Shipping and handling charges	Tax rules
	Additional Options		
	APM management	Brand settings and logos	Email messages and customer communication
	Application settings	Reports	

2. If you don't have an existing Tax Rule, click on New or Create a new Tax Rule. If there's an existing rule, double-click on this specific Tax Rule.



3. Once, the tax rule section open, please make sure you pick the VAT field in order to perform the change. Make sure you press Save to retain the changes

