

Catalog SOP: How to Generate an Amazon Fulfilled Shipments – Tax Remittance Report

10/11/2024 11:26 am CDT



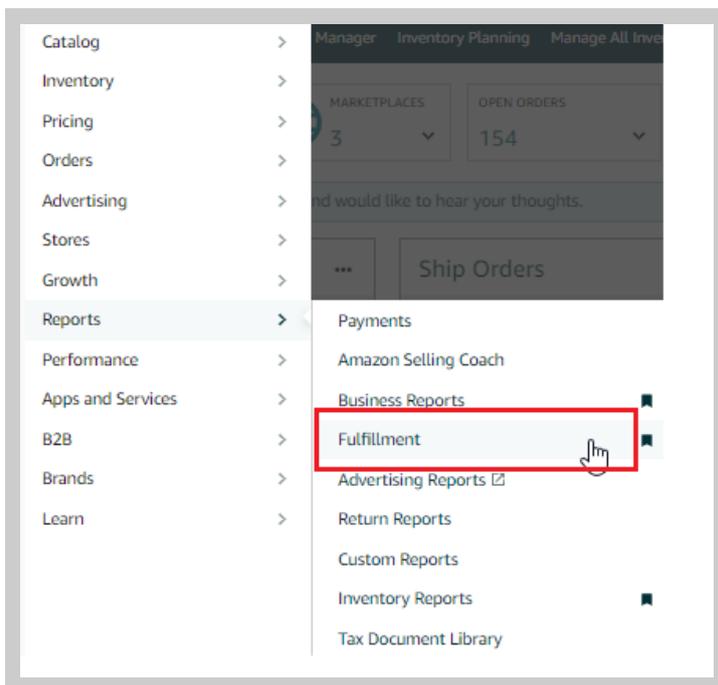
Who is this for? This is intended for individuals or teams responsible for managing and monitoring tax remittance for Amazon-fulfilled shipments. It is suitable for users who have access to Seller Central and need to generate tax reports specifically related to fulfilled orders. This SOP will assist users in accurately retrieving and downloading the required tax remittance information for further analysis, compliance, or financial purposes.



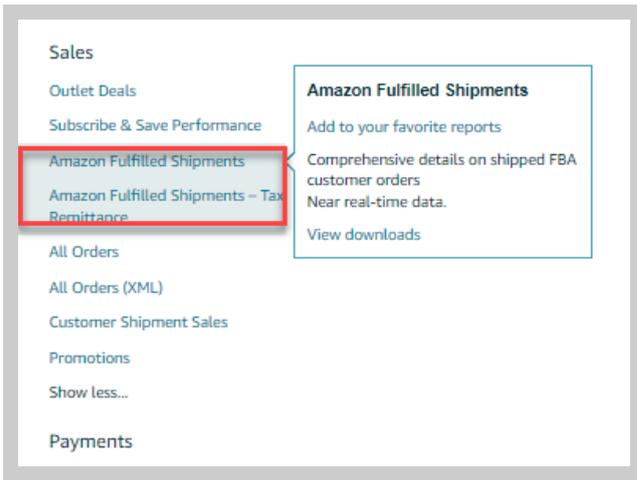
Objective: To provide clear instructions for generating an Amazon Fulfilled Shipments – Tax Remittance Report. This SOP aims to guide users in accessing and downloading the necessary tax-related information related to fulfilled shipments on the Amazon platform.

To generate a Customer Taxes Report on Seller Central, follow these steps:

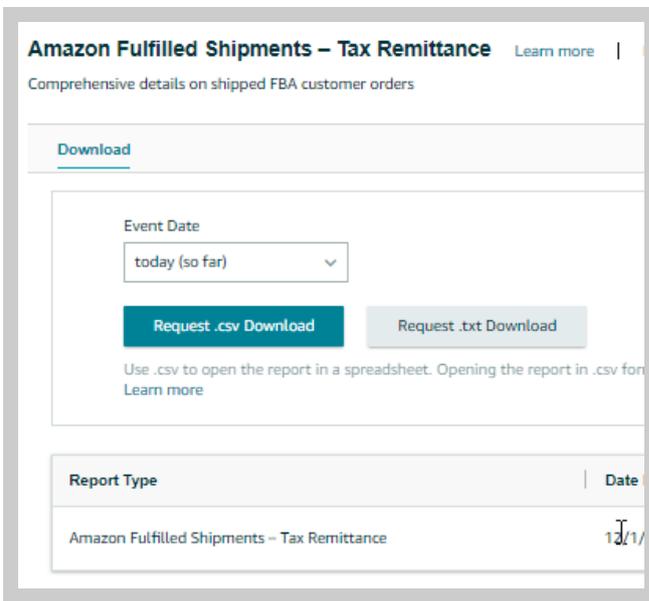
1. Click on the "Reports" tab on the top menu and select "Fulfillment" from the drop-down menu.



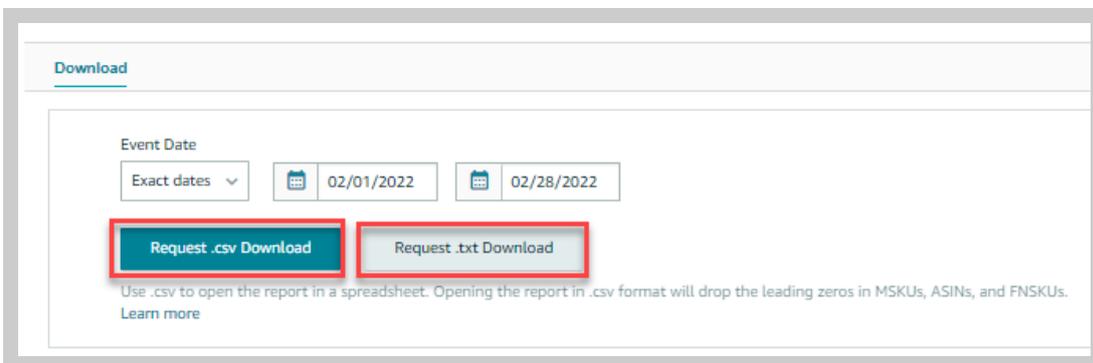
2. Under the "Sales" header located on the left side of the page, click on "Amazon Fulfilled Shipments – Tax Remittance".



- On the next page, select the desired "Event Date" from the available drop-down menu or choose "Exact Dates" from the drop-down menu and enter the "From" and "To" dates using the calendar icon.



- If you want to download the report in an Excel format, click the "Request .csv Download" button. If you prefer a text format, click the "Request .txt Download" button.



- In the table below, the "Report Status" column will indicate the status as "In Progress".

Report Type	Date Range Covered	Date Requested	File Format	Report Status
Amazon Fulfilled Shipments - Tax Remittance	12/1/22, 12:00 AM - 12/31/22, 11:59 PM	May 16, 2023	.csv	In Progress Cancel

6. Once the report is ready for download, the status will change to "Download". Click the "Download" button located in the "Report Status" column to download the report.

Report Type	Date Range Covered	Date Requested	File Format	Report Status
Amazon Fulfilled Shipments - Tax Remittance	12/1/22, 12:00 AM - 12/31/22, 11:59 PM	May 16, 2023	.csv	Download