Oracle ® Financials for Austria User's Guide

RELEASE 11

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Oracle® Financials for Austria User's Guide Release 11

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Contents

Preface

Welcome to Release 11 of the *Oracle® Financials for Austria User's Guide.*

This user's guide includes information to help you effectively work with Oracle Financials for Austria and contains detailed information about the following:

- Overview and reference information
- Specific tasks that you can accomplish with Oracle Financials for Austria
- Oracle Financials for Austria programs, reports, and listings
- Oracle Financials for Austria functions and features

This preface explains how this user's guide is organized and introduces other sources of information that can help you use Oracle Financials for Austria.

About this Country-Specific User's Guide

This user's guide documents country-specific functionality developed for use within your country and supplements our core Financials user's guides. This user's guide also includes tips about using core functionality to meet your country's legal and business requirements, as well as task and reference information. The following chapters are included:

- Chapter 1 describes Oracle Payables for Austria, including Austrian Payment Format 1 - Überweisung 1, Austrian Payment Format 2 - Überweisung 2, Austrian Payment Format 3 - Scheck mit Aviso, Austrian Payment Format 4 - Scheck mit Aviso/FWG, Austrian Payment Format 5 - Auslands-Überweisungsauftrag, Austrian Domestic EFT Format, Austrian Domestic EFT Accompanying Letter, and Austrian Separate Remittance Advice Report.

This user's guide is available online

All Oracle Applications user's guides are available online, in both HTML and Adobe Acrobat format. Most other Oracle Applications documentation is available in Adobe Acrobat format.

The paper and online versions of this manual have identical content; use whichever format is most convenient.

The translated HTML version of this book is optimized for on-screen reading, and lets you follow hypertext links for easy access to books across our entire online library; you can also search for words and phrases if your national language is supported by Oracle's Information Navigator. You can access our HTML documentation from the Oracle Applications toolbar, or from a URL provided by your system administrator.

You can order an Oracle Applications Documentation Library CD that contains Adobe Acrobat versions of each manual in the Oracle Applications documentation set. With this CD, you can search our documentation for information, read the documentation online, and print individual pages, sections, or entire books. When you print from Adobe Acrobat, the resulting printouts look just like pages from an Oracle Applications hardcopy manual.

There may be additional material that was not available when this user's guide was printed. To learn if there is a documentation update for this product, look at the main menu of your country's HTML help.

Assumptions

This guide assumes you have a working knowledge of the principles and customary practices of your business area. It also assumes you are familiar with Oracle Financials for Austria. If you have never used Oracle Financials for Austria, we suggest you attend training classes available through Oracle Education. See Other Information Sources for more information about Oracle Financials and Oracle training.

This guide also assumes that you are familiar with the Oracle Applications graphical user interface. To learn more about the Oracle Applications graphical user interface, read the *Oracle Applications User's Guide*.

Do Not Use Database Tools to Modify Oracle Applications Data

Oracle provides powerful tools you can use to create, store, change, retrieve, and maintain information in an Oracle database. If you use Oracle tools like SQL*Plus to modify Oracle Applications data, you risk destroying the integrity of your data and you lose the ability to audit changes to your data.

Because Oracle Applications tables are interrelated, any change you make using an Oracle Applications form can update many tables at once. But when you modify Oracle Applications data using anything other than Oracle Applications forms, you may change a row in one table without making corresponding changes in related tables. If your tables get out of synchronization with each other, you risk retrieving erroneous information and you risk unpredictable results throughout Oracle Applications.

When you use Oracle Applications forms to modify your data, Oracle Applications automatically checks that your changes are valid. Oracle Applications also keeps track of who changes information. But, if you enter information into database tables using database tools, you may store invalid information. You also lose the ability to track who has changed your information because SQL*Plus and other database tools do not keep a record of changes.

*Consequently, we STRONGLY RECOMMEND that you never use SQL*Plus, Oracle Data Browser, database triggers, or any other tool to modify Oracle Applications tables, unless we tell you to do so in our manuals.*

Other Information Sources

You can choose from other sources of information, including documentation, training, and support services, to increase your knowledge and understanding of Oracle Financials for Austria.

Most Oracle Applications documentation is available in Adobe Acrobat format on the *Oracle Applications Documentation Library* CD. We supply this CD with every software shipment.

If this user's guide refers you to other Oracle Applications documentation, use only the Release 11 versions of those manuals unless we specify otherwise.

Oracle Applications User's Guide

This guide explains how to navigate, enter data, query, run reports, and introduces other basic features of the graphical user interface (GUI) available with this release of Oracle Financials for Austria and any other Oracle Applications product. This guide also includes information on setting user profiles, as well as running and reviewing reports and concurrent requests.

You can also access this user's guide online by choosing *Getting Started with Oracle Applications* from any Oracle Applications help file.

Related User's Guides

This user's guide documents country-specific functionality developed in addition to our Oracle Financials core products. Because our country-specific functionality is used in association with our core Financials products and shares functional and setup information with other Oracle Applications, you should consult other related user's guides when you set up and use Oracle Financials for Austria.

If you do not have the hardcopy version of these manuals, you can read them by choosing Library from the Help menu, or by reading from the Oracle Applications Documentation Library CD, or by using a Web browser with a URL that your system administrator provides.

Oracle General Ledger User's Guide

Use this manual when you plan and define your chart of accounts, accounting period types and accounting calendar, functional currency, and set of books. It also describes how to define journal entry sources and categories so that you can create journal entries for your general ledger. If you use multiple currencies, use this manual when you define additional rate types and enter daily rates. This manual also includes complete information on implementing budgetary control.

Oracle Cash Management User's Guide

This manual explains how you can reconcile your payments with your bank statements.

Oracle Purchasing User's Guide

Use this manual to read about entering and managing the purchase orders that you match to invoices.

Oracle HRMS User's Guide

This manual explains how to enter your employees, so you can enter expense reports for them. It also explains how to set up organizations and site locations.

Oracle Payables User's Guide

This manual describes how accounts payable transactions are created and entered into Oracle Payables. This manual also contains detailed setup information for Oracle Payables. Use this manual to learn how to implement flexible address formats for different countries. You can use flexible address formats in the suppliers, customers, banks, invoices, and payments windows in both Oracle Payables and Oracle Receivables.

Oracle Receivables User's Guide

Use this manual to learn how to implement flexible address formats for different countries. You can use flexible address formats in the suppliers, customers, banks, invoices, and payments windows in both Oracle Payables and Oracle Receivables. This manual also explains how to set up your system, create transactions, and run reports in Oracle Receivables.

Oracle Projects User's Guide

Use this manual to learn how to enter expense reports in Projects that you import into Payables to create invoices. You can also use this manual to see how to create Project information in Projects which you can then record for an invoice or invoice distribution.

Oracle Assets User's Guide

Use this manual to add assets and cost adjustments directly into Oracle Assets from invoice information.

Oracle Applications Flexfields Guide

This manual provides flexfields planning, setup, and reference information for your implementation team, as well as for users responsible for the ongoing maintenance of Oracle Applications product data. This manual also provides information on creating custom reports on flexfields data.

Oracle Workflow Guide

This manual explains how to define new workflow business processes as well as customize existing Oracle Applications-embedded workflow processes. You also use this guide to complete the setup steps necessary for any Oracle Applications product that includes workflow-enabled processes.

Oracle Alert User's Guide

This manual explains how to define periodic and event alerts to monitor the status of your Oracle Applications data.

Country-Specific User's Guides

These manuals document functionality developed to meet legal and business requirements in countries that you do business in. Look for a User's Guide appropriate to your country; for example, see the *Oracle Financials for the Czech Republic User's Guide* for more information about using this software in the Czech Republic.

Oracle Applications Character Mode to GUI Menu Path Changes

This is a quick reference guide for experienced Oracle Applications end users migrating from character mode to a graphical user interface (GUI). This guide lists each character mode form and describes which GUI windows or functions replace it.

Oracle Financials Open Interfaces Guide

This guide contains a brief summary of each Oracle Financial Applications open interface.

Multiple Reporting Currencies in Oracle Applications

If you use Multiple Reporting Currencies feature to report and maintain accounting records in more than one currency, use this manual before implementing Oracle Financials for Austria. The manual details additional steps and setup considerations for implementing Oracle Financials for Austria with this feature.

Multiple Organizations in Oracle Applications

If you use the Oracle Applications Multiple Organization Support feature to use multiple sets of books for one Oracle Financials installation, use this guide to learn about setting up and using Oracle Financials with this feature.

There are special considerations for using Multiple Organizations in Europe with document sequences, legal entity reporting, and drill-down from General Ledger. Consult the Multiple Organizations in Oracle Applications guide for more information about using Multiple Organizations in Europe.

Report eXchange User's Guide

Read this guide to learn more about Report eXchange, which lets you customize the output of certain reports and download them to a spreadsheet program.

Global Accounting Engine

Use the Global Accounting Engine to replace the transfer to General Ledger and create subledger accounting entries that meet additional statutory standards within some countries. The Accounting Engine provides subledger balances, legal reports, and bi-directional drilldown from General Ledger to the subledger transaction.

Oracle Applications Implementation Wizard User's Guide

If you are implementing more than one Oracle product, you can use the Oracle Applications Implementation Wizard to coordinate your setup activities. This guide describes how to use the wizard.

Oracle Applications Developer's Guide

This guide contains the coding standards followed by the Oracle Applications development staff. It describes the Oracle Application Object Library components needed to implement the Oracle Applications user interface described in the *Oracle Applications User Interface Standards*. It also provides information to help you build your custom Developer/2000 forms so that they integrate with Oracle Applications.

Oracle Applications User Interface Standards

This manual contains the user interface (UI) standards followed by the Oracle Applications development staff. It describes the UI for the Oracle Applications products and how to apply this UI to the design of an application built by using Oracle Forms 4.5.

Installation and System Administration

Oracle Applications Installation Manual

This manual and the accompanying release notes provide information you need to successfully install Oracle Financials, Oracle Public Sector Financials, Oracle Manufacturing, or Oracle Human Resources in your specific hardware and operating system software environment.

Oracle Financials Country-Specific Installation Supplement

Use this manual to learn about general country information, such as responsibilities and report security groups, as well as any post-install steps required by some countries or the Global Accounting Engine.

Oracle Applications Upgrade Manual

This manual explains how to prepare your Oracle Applications products for an upgrade. It also contains information on finishing the upgrade procedure for each product. Refer to this manual and the *Oracle Applications Installation Manual* when you plan to upgrade your products.

Oracle Applications System Administrator's Guide

This manual provides planning and reference information for the Oracle Applications System Administrator. It contains information on how to define security, customize menus and online help, and manage processing.

Oracle Financials Regional Technical Reference Manual

The *Oracle Financials Regional Technical Reference Manual* contains database diagrams and a detailed description of regional and related applications database tables, forms, reports, and programs. This information helps you convert data from your existing applications, integrate Oracle Financials with non-Oracle applications, and write custom reports for Oracle Financials.

You can order a technical reference manual for any product you have licensed. Technical reference manuals are available in paper format only.

Oracle Applications Product Update Notes

This manual contains a summary of each new feature we added since Release 10.7, as well as information about database changes and seed data changes that may affect your operations or any custom reports you have written. If you are upgrading from Release 10.6 or earlier, you also need to read Oracle Applications Product Update Notes Release 10.7.

Training and Support

Training

Oracle Education offers a complete set of training courses to help you and your staff master Oracle Applications. We can help you develop a training plan that provides thorough training for both your project team and your end users. We will work with you to organize courses appropriate to your job or area of responsibility.

Training professionals can show you how to plan your training throughout the implementation process so that the right amount of information is delivered to key people when they need it the most. You can attend courses at any one of our many Educational Centers, or you can arrange for our trainers to teach at your facility. In addition, we can tailor standard courses or develop custom courses to meet your needs.

Support

From on-site support to central support, our team of experienced professionals provides the help and information you need to keep Oracle Financials for Austria working for you. This team includes your technical representative, account manager, and Oracle's large staff of consultants and support specialists with expertise in your business area, managing an Oracle server, and your hardware and software environment.

About Oracle

Oracle Corporation develops and markets an integrated line of software products for database management, applications development, decision support, and office automation, as well as Oracle Applications, an integrated suite of more than 45 software modules for financial management, supply chain management, manufacturing, project systems, human resources, and sales and service management.

Oracle products are available for mainframes, minicomputers, personal computers, network computers, and personal digital assistants, allowing organizations to integrate different computers, different operating systems, different networks, and even different database management systems, into a single, unified computing and information resource.

Oracle is the world's leading supplier of software for information management, and the world's second largest software company. Oracle offers its database, tools, and applications products, along with related consulting, education, and support services, in over 140 countries around the world.

Thank You

Thank you for using Oracle Financials for Austria and this user's guide.

We value your comments and feedback. At the end of this manual is a Reader's Comment Form you can use to explain what you like or dislike about Oracle Financials or this user's guide. Mail your comments to the following address or call us directly at (650) 506-7000.

Oracle Applications Documentation Manager
Oracle Corporation
500 Oracle Parkway
Redwood Shores, CA 94065
U.S.A.

Or, send electronic mail to globedoc@us.oracle.com.

Oracle Payables

This chapter overviews Oracle Payables for Austria, including:

- Austrian Payment Format 1 - Überweisung 1
- Austrian Payment Format 2 - Überweisung 2
- Austrian Payment Format 3 - Scheck mit Aviso
- Austrian Payment Format 4 - Scheck mit Aviso/FWG
- Austrian Payment Format 5 - Auslands-Überweisungsauftrag
- Austrian Domestic EFT Format
- Austrian Domestic EFT Accompanying Letter
- Austrian Separate Remittance Advice Report

Reports Prerequisites

Because reports obtain the company address from the location that is assigned to the reporting entity, you should complete these tasks before you use the reports in this chapter:

- Define a location

- Define a reporting entity and assign the location to the entity

Austrian Payment Format 1 - Überweisung 1

Use Austrian Payment Format 1 to format the payment document after the Standard Build is run on the autoselected invoices for payment. The report creates an output file, which is printed on preprinted check stock to create your actual payments. This report is formatted to produce a 56 character-wide file.

Run this report from the Format Payments window.

```
ZR Test Bank
                              * * * * * * 7 3 5 0 0
                         Damson & Co
2 3 1 0 0 4 5 1          13 The Bull Ring   Birmingham BM1
 3 4 5 1 1
                         Local Set of Books
4 5 6 7 8 9 0            Park Gate House 10 Bagshot Road
```

Prerequisite

Austrian Payment Format 1 is printed for the Primary legal site only. To assign a site as the Primary legal site for reporting, enter *Yes* in the Office Site field in the Define Location window.

See also
Format Payments, *Oracle Payables User's Guide*

Report Headings

Austrian Payment Format 1 does not include any report headings.

Column Headings

Austrian Payment Format 1 is printed on preprinted paper. This table lists the headings as they appear on preprinted paper and the information that Oracle Payables prints for the report.

In this heading...	Oracle Payables prints...
ZAHLUNGSAUFTRAG	Company Bank Name
ÖS	The Payment Amount
Kontonummer des Empfängers	The Supplier Bank Account Number
Empfänger	The Supplier Name
Supplier Address	The Supplier Address
Bankleitzahl	The Supplier Bank Number
Auftraggeber	Company Name
Kontonummer des Auftraggebers	Company Bank Account Number
Company Address	Company Address

Austrian Payment Format 2 - Überweisung 2

Use Austrian Payment Format 2 to format the payment document layout after the Standard Build is run on autoselected invoices for payment. The report creates an output file, which is printed on preprinted check stock to create your actual payments. This report is formatted to produce a 115 character-wide file.

Run this report from the Format Payments window.

```
2 3 1 0 0 4 5 1          * * * * * 6 0 0 0 0 0
                         ZR Test Bank
                                                                              * * * * * 6 0 0 0 0 0
Damson & Co
13 The Bull Ring
Birmingham BM1 5VC United Kingdom
                                                                    Damson & Co
                                          2 3 1 0 0 4 5 1           13 The Bull Ring    Birmingham BM1
4 5 6 7 8 9 0
      Local Set of Books                  3 4 5 1 1
      Park Gate House 10 Bagshot Road
                                                                    Local Set of Books
                                          4 5 6 7 8 9 0             Park Gate House 10 Bagshot Road
```

Prerequisite

Austrian Payment Format 2 is printed for the Primary legal site only. To assign a site as the Primary legal site for reporting, enter *Yes* in the Office Site field in the Define Location window.

See also
Format Payments, *Oracle Payables User's Guide*

Report Headings

Austrian Payment Format 2 does not include any report headings.

Column Headings

Austrian Payment Format 2 is printed on preprinted paper. This table lists the headings as they appear on preprinted paper and the information that Oracle Payables prints for the report.

In this heading...	Oracle Payables prints...
Kontonummer des Empfängers	The Supplier Bank Account Number
ÖS	The Payment Amount
Company Bank Name	Company Bank Name
Empfänger / Hinweise für den Einzahler	The Supplier Name
Address Line 1	The first line of the Supplier Address
Address Line 2	The Supplier Postal Code, City, and Country
Kontonummer des Auftraggebers	Company Bank Account Number
Auftraggeber/Einzahler	Company Name
Company Address	Company Address
ZAHLUNGSAUFTRAG	Company Bank Name
ÖS	The Payment Amount
Kontonummer des Empfängers	The Supplier Bank Account Number
Empfänger	The Supplier Name
Supplier Address	The Supplier Address
Bankleitzahl	The Supplier Bank Number
Auftraggeber	Company Name
Kontonummer des Auftraggebers	Company Bank Account Number
Company Address	Company Address

Austrian Payment Format 3 - Scheck mit Aviso

Use Austrian Payment Format 3 to format the payment document layout after the Standard Build is run on autoselected invoices for payment. The report creates an output file, which is printed on preprinted check stock to create your actual payments. This report is formatted to produce a 100 character compressed file.

Run this report from the Format Payments window.

```
 1995.01.3110008          117.50        0.00     117.50
 1995.01.3110009          117.50        0.00     117.50




                                  ********235.00

 ZWEIHUNDERTFUENFUNDDREISSIG****************************

   Damson & Co                   Bracknell,1995.01.31
   13 The Bull Ring

   BM1 5VC Birmingham, United



  50001      < 4567890    + 556677  >        235.< 80
```

Prerequisite

Austrian Payment Format 3 is printed for the Primary legal site only. To assign a site as the Primary legal site for reporting, enter *Yes* in the Office Site field in the Define Location window.

See also
Format Payments, *Oracle Payables User's Guide*

Report Headings

Austrian Payment Format 3 does not include any report headings.
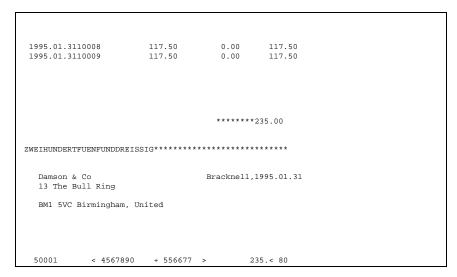
Column Headings

Austrian Payment Format 3 is printed on preprinted paper. This table lists the headings as they appear on preprinted paper and the information that Oracle Payables prints for the report.

In this column...	Oracle Payables prints...
Datum	The Invoice Date
Ihre Nummer	The Invoice Number
Betrag	The Invoice Amount
Skonto S	The Discount Amount
Anweisungsbetrag S	The Payment Amount
S	The Check Payment Amount in figures
Amount Line 1	The Check Payment Amount in words
Amount Line 2	The second line of the Payment Amount in words
Austellungsort und Datum	Town or City
AN	The Supplier Name
Supplier Address Line 1	The first line of the Supplier Address
Supplier Address Line 2	The second line of the Supplier Address
Supplier Address Line 3	The Supplier Postal Code, City, and Country
Schecknummer	The Check Number
Kontonummer	Company Bank Account Number
Bankleitzahl	Company Bank Number
Betrag	The Check Payment Amount

Austrian Payment Format 4 - Scheck mit Aviso/FWG

Use Austrian Payment Format 4 to format the payment document layout after the Standard Build is run for autoselected invoices for payment. The report creates an output file, which is printed on preprinted check stock to create your actual payments. This report is formatted to produce a 100 character compressed file

Run this report from the Format Payments window.

```
10008     1995.01.31     117.50     0.00      117.50
10009     1995.01.31     117.50     0.00      117.50
10010     1995.02.01     500.00     0.00      500.00
10011     1995.02.01     235.00     0.00      235.00
10012     1995.02.21     400.00     0.00      400.00
10013     1995.02.21     117.50     0.00      117.50


ZR Test Bank
160 Nutfield Road, RH1 2OK
                              GBP ******1,487.50
EINTAUSENDVIERHUNDERTSIEBENUNDACHTZIG******************


                         Bracknell,1995.02.21
Damson & Co
13 The Bull Ring


                         Local Set of Books
BM1 5VC Birmingham, United

 60001       < 4567890   + 556677        1,487< 80+
```

Prerequisite

Austrian Payment Format 4 is printed for the Primary legal site only. To assign a site as the Primary legal site for reporting, enter *Yes* in the Office Site field in the Define Location window.

See also
Format Payments, *Oracle Payables User's Guide*

Report Headings

Austrian Payment Format 4 does not include any report headings.

Column Headings

Austrian Payment Format 4 is printed on preprinted paper. This table lists the headings as they appear on preprinted paper and the information that Oracle Payables prints for the report.

In this column...	Oracle Payables prints...
Rechnung Nr	The Invoice Number
Datum	The Invoice Date
Bruttobetrag	The Invoice Amount
Abzüge / Deductions	The Discount Amount
Betrag	The Payment Amount
Bank Name	Company Bank Name
Bank Address	Company Bank Address
Währung	The Currency Code for the Check Payment
Betrag in Ziffern	The Check Payment Amount in figures
Betrag in Worten	The Check Payment Amount in words
Amount Line 2	The second line of the Check Payment Amount in words
Ausstellungsort und Datum	Town and the Current Date
Unterschrift des Ausstellers	The Company Name - *RESPO Mode Int. AG*

In this column...	Oracle Payables prints...
Supplier Name	The Supplier Name
Supplier Address Line 1	The first line of the Supplier Address
Supplier Address Line 2	The second line of the Supplier Address
Supplier Address Line 3	The third line of the Supplier Address
Supplier Address Line 4	The Supplier Postal Code, City, and Country
Schecknummer	The Check Number
Kontonummer	Company Bank Account Number
Bankleitzahl	Company Bank Number
Betrag	The Check Payment Amount
Check ID	The Check ID - '80+'

Austrian Payment Format 5 - Auslands-Überweisungsauftrag

Use Austrian Payment Format 5 to format the payment document layout after the Standard Build is run on autoselected invoices for payment. The report creates an output file which you print on preprinted A4 paper check stock to create your actual payments.

Run this report from the Format Payments window.

```
GBP     ********1,067.5

4567890                 21.02.1995


Local Set of Books
Park Gate House
RG12 1TF Bracknell


10015
10016
10017


Damson & Co
13 The Bull Ring
BM1 5VC Birmingham

United Kingdom

23100451
                    345111

Damson - Birmingham


            X

                    X

X
```

Prerequisite

Austrian Payment Format 5 is printed for the Primary legal site only. To assign a site as the Primary legal site for reporting, enter *Yes* in the Office Site field in the Define Location window.

See also
Format Payments, *Oracle Payables User's Guide*

Report Headings

Austrian Payment Format 5 does not include any report headings.

Column Headings

Austrian Payment Format 5 is printed on preprinted paper. This table lists the headings as they appear on preprinted paper and the information that Oracle Payables prints for the report.

In this column...	Oracle Payables prints...
Währung	The Currency Code for the Check
Betrag in Ziffern	The Check Payment Amount in figures
Konto-Nummer	Company Bank Account Number
Datum	The Payment Date (the Current Date)
Auftraggeber	Company Name
Company Address Line 1	Company Address
Company Address Line 2	The second line of your Company Address
Verwendungszweck	The Invoice Numbers included in this payment
Begünstigter	The Supplier Name
Supplier Address Line 1	The first line of the Supplier Address
Supplier Address Line 2	The second line of the Supplier Address
Land des Begünstigten	The Supplier Country
BANKVERBINDUNG Kontonummer	The Supplier Bank Account Number
Bankleitzahl	The Supplier Bank Number
bei	The Supplier Bank Name
BANKSPESEN: Im Inland zu Lasten	An *X* in the *Auftraggeber* box
Im Ausland zu Lasten	An *X* in the *Begünstigten* box
DURCHFÜHRUNG DER AUSLANDSÜBERWEISUNG	An *X* in the *Standard Normal* box

Austrian Domestic EFT Format

Use the Austrian Domestic EFT Format to produce an EFT payment file that is sent to the bank.

The Domestic EFT Format validates payments to ensure that the bank does not reject the EFT file. If any of these validation checks fail, Austrian Domestic EFT Format returns a status of *Error* in the concurrent manager. You can view the error messages in the concurrent manager log file.

The following are some of the validation checks performed:

- Payment amount cannot be 0.
- Number of invoices per payment cannot be greater than 16.
- Bank account number must be 11 digits.
- Bank account number must be numeric.
- Bank number must be 5 digits.
- Bank number must be numeric.
- Bank number must not begin with 0 or 9.
- Country in the supplier address must be populated.

Submitting the Report

Follow these steps to submit the report.

1. Navigate to the Define Reporting Entities window (Oracle Payables > Setup > Tax > Reporting Entities). Before you submit the Austrian Domestic EFT format, check that you have defined only one reporting entity.

2. Navigate to the Payment Batches window (Oracle Payables > Payments > Entry > Payment Batches). Submit your Payment Batches payment process to build payments.

3. Format payments within the payment batch by:

   - Choosing the Payment Action to format built payments in the AutoSelect window (Payments > Entry > Payment Batches)

     or

   - Running the Austrian Domestic EFT Format from the Standard Report Submission window.

Run the Austrian Domestic EFT Format report from the Standard Report Submission window. Refer to the *Oracle Payables User's Guide* for more information.

Austrian Domestic EFT Format lets you make a maximum of sixteen invoices per payment.

Report Parameters

To submit the Austrian Domestic EFT Format, enter the following parameter:

Batch Name

Enter the payment batch name that you want to format.

View Concurrent Request

After the Austrian Domestic EFT Format successfully completes, you can view the output in the concurrent manager or copy the output to a medium for transfer to the bank.

Important: Some Austrian bank programs require LF/CR (line feed/ carriage return) after each line end. Because the output file is created with LF only, check that the appropriate UNIX command is entered for adding LF/CR when you copy the file to a medium for transfer to the bank (your transfer software may automatically add LF/CR).

Austrian Domestic EFT Accompanying Letter

Use the Austrian Domestic EFT Accompanying Letter to produce a letter that describes payments made in the associated EFT file. This letter is sent to the bank along with the EFT file.

Submitting the Report

To generate the Accompanying Letter, submit Austrian Domestic EFT Accompanying Letter using the Run Reports window (Other > Requests > Form).

You can submit this report any time between when you format and confirm the payment batch.

See also
Format Payments, *Oracle Payables User's Guide*

Report Parameters

To submit the Accompanying Letter, enter the following parameter:

Batch Name

Enter the payment batch name that you want to generate a letter for.

Report Heading

Oracle Payables prints DATENTRÄGER-BEGLEITZETTEL for the report heading.

Column Headings

Austrian Domestic EFT Accompanying Letter is printed on preprinted paper. This table lists the headings as they appear on preprinted paper and the information that Oracle Payables prints for the report.

In this column...	Oracle Payables prints...
Datenträger-Nr	001
DT-Empfänger	The Bank Account Name
DT-Absender	The Company Name and Address
DT-Erstellungsdatum	The Payment Date
Gewünschtes Durchführungsdatum	The Payment Date
Bestandskontrollnummer	The Reference Identifier for the EFT file. This is composed of: • Company Name (position 1 - 4) • Day of Month DD (position 5 - 6) • 01 (position 6 - 7)
Empfänger Kenn-Nr	The Bank Number
Kontonr.DT-Absender	The Bank Account Number
Bestand / NR. / Art	001
Betragssumme	The Payment Batch Total Amount
Anzahl der Umsätze	The number of payments for the Batch
Anzahl der Textzeilen	The number of Text Records for the Batch
Sum Kontonr	The sum of all Supplier Bank Account Numbers
Sum BLZ	The sum of all Supplier Bank Numbers
Gutschriften gesamt	The Payment Batch Total
Lastschriften gesamt	Nothing is printed in this column
Unterschrift	The postal code, town, and date

Austrian Separate Remittance Advice

Run the Separate Remittance program from the Oracle Payables Format Payments window as part of the normal running of an Austrian payment format.

The Separate Remittance program lists all invoices that apply to the payments printed on the actual printed check.

Run this report from the Format Payments window.

```
Local Set of Books

An
Damson & Co
13 The Bull Ring

Birmingham BM1 5VC


AVISO

Mit unserer Zahlung vom  31-JAN-95 , National Bank , 4567890 auf Ihr Konto
23100451 bei General Operating Account haben wir folgende Rechnung(en)
belglichen:


Rechnungsdatum         Rechnungs Nr.    Skonto betrag              Betrag
--------------         -------------    ------------         --------------
31-JAN-95              10004                                         500.00
31-JAN-95              10005                                         235.00
                                                             --------------
                                        Total :                     735.0

Mit freundlichen Gruessen

Local Set of Books
```

See also
Format Payments, *Oracle Payables User's Guide*

Prerequisites

Choose the Austrian Separate Remittance program as your separate remittance program when you define your payment format (Setup > Payment > Formats). The separate remittance automatically appears as part of the normal running for Austrian payment formats.

Report Headings

Austrian Separate Remittance Advice does not include any report headings.

Column Headings

Austrian Separate Remittance Advice is printed on preprinted paper. This table lists the headings as they appear on preprinted paper and the information that Oracle Payables prints for the report.

In this column...	Oracle Payables prints...
Company Name	Company Name
Supplier Name	The Supplier Name
Supplier Address Line 1	The first line of the Supplier Address
Supplier Address Line 2	The second line of the Supplier Address
Supplier Address Line 3	The third line of the Supplier Address
Supplier Address Line 4	The Supplier Postal Code, City, and Country
Date	The Current Date
Bank Name	Company Bank Name
Bank Account Number	Company Bank Account Number
Supplier Bank Account Number	The Supplier Bank Account Number
Supplier Bank Account Name	The Supplier Bank Account Name
Rechnungsdatum	The Invoice Date
Rechnungs Nr	The Invoice Number
Skonto betrag	The Discount Taken Amount
Betrag	The Invoice Amount
Total	The total for all invoices printed on the remittance advice
Company Name	Company Name

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Oracle Financials for Austria

We Appreciate Your Comments

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Oracle Corporation welcomes your comments about this manual's quality and usefulness. Your feedback is an important part of our revision process.

- Did you find any errors?

- Is the information presented clearly?

- Are the examples correct? Do you need more examples?

- What features did you like?

If you found any errors or have any other suggestions for improvement, please write the topic, chapter, and page number below:

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Thank you for your help.

Oracle Financials for Austria