

Oracle® Financials for the Czech Republic

User Guide

Release 11*i*

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Send Us Your Comments

Oracle Financials for the Czech Republic User Guide, Release 11*i*

Part No. A81223-02

Oracle Corporation welcomes your comments and suggestions on the quality and usefulness of this user guide. Your input is an important part of the information used for revision.

- Did you find any errors?
- Is the information clearly presented?
- Do you need more information? If so, where?
- Are the examples correct? Do you need more examples?
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If you find any errors or have any other suggestions for improvement, please indicate the document title and part number, and the chapter, section, and page number (if available). You can send comments to us in the following ways:

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If you would like a reply, please give your name, address, telephone number, and (optionally) electronic mail address.

If you have problems with the software, please contact your local Oracle Support Services.

Preface

Welcome to Release 11i of the *Oracle® Financials for the Czech Republic User Guide*.

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

- Overview and reference information
- Specific tasks that you can accomplish with Oracle Financials for the Czech Republic
- How to use Oracle Financials for the Czech Republic windows
- Oracle Financials for the Czech Republic programs, reports, and listings
- Oracle Financials for the Czech Republic functions and features

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

About this Country-Specific User Guide

This user guide documents country-specific functionality developed for use within your country and supplements our core Financials user guides. This user 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 General Ledger functionality developed for the Czech Republic, including the Czech Tax Return Source report.
- Chapter 2 describes Oracle Payables functionality developed for the Czech Republic, including defining VAT box number Lookups, defining tax information, entering supplier site information, entering invoice information, Invoice Gateway, and the Czech Import Tax report.
- Chapter 3 describes Oracle Receivables functionality developed for the Czech Republic, including defining VAT box number Lookups, defining tax information, entering transaction information, and the Czech Export Tax report.
- Appendix A describes standard navigation paths in Oracle Financials for the Czech Republic.
- Appendix B describes how to use globalization flexfields.
- Appendix C describes the profile options you must set for Oracle Financials for the Czech Republic.
- Appendix D describes how Oracle Payables and Receivables validate banking codes for Oracle Financials for the Czech Republic.
- Appendix E overviews electronic file content provided in Oracle Financials for the Czech Republic for the Czech EFT Format.

Audience for this Guide

This guide assumes you have a working knowledge of the following:

- The principles and customary practices of your business area.
- Oracle Financials for the Czech Republic.

If you have never used Oracle Financials for the Czech Republic, we suggest you attend one or more of the Oracle training classes available through Oracle University.

- The Oracle Applications graphical user interface.

To learn more about the Oracle Applications graphical user interface, read the *Oracle Applications User Guide*.

See Other Information Sources for more information about Oracle Applications product information.

Other Information Sources

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

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

Online Documentation

All Oracle Applications documentation is available online (HTML and PDF). The technical reference guides are available in paper format only. Note that the HTML documentation is translated into over twenty languages.

The HTML version of this guide is optimized for onscreen reading, and you can use it to follow hypertext links for easy access to other HTML guides in the library. When you have an HTML window open, you can use the features on the left side of the window to navigate freely throughout all Oracle Applications documentation.

- You can use the Search feature to search by words or phrases.
- You can use the expandable menu to search for topics in the menu structure we provide. The Library option on the menu expands to show all Oracle Applications HTML documentation.

You can view HTML help in the following ways:

- From an application window, use the help icon or the help menu to open a new Web browser and display help about that window.
- Use the documentation CD.
- Use a URL provided by your system administrator.

Your HTML help may contain information that was not available when this guide was printed.

Related User Guides

This user 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 guides when you set up and use Oracle Financials for the Czech Republic.

You can read the guides online by choosing Library from the expandable menu on your HTML help window, by reading from the Oracle Applications Document

Library CD included in your media pack, or by using a Web browser with a URL that your system administrator provides.

If you require printed guides, you can purchase them from the Oracle store at <http://oraclestore.oracle.com>.

Oracle Applications User Guide

This guide explains how to navigate the system, enter data, and query information, and introduces other basic features of the GUI available with this release of Oracle Financials for the Czech Republic (and any other Oracle Applications product).

You can also access this user guide online by choosing "Getting Started and Using Oracle Applications" from the Oracle Applications help system.

Oracle Financials Common Country Features User Guide

This manual describes functionality developed to meet specific legal and business requirements that are common to several countries in a given region. Consult this user guide along with your country-specific user guide and your financial product's manual to effectively use Oracle Financials in your country.

Oracle Financials Country-Specific User Guides

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

Oracle Financials RXi Reports Administration Tool User Guide

Use the RXi reports administration tool to design the content and layout of RXi reports. RXi reports let you order, edit, and present report information to better meet your company's reporting needs.

Oracle General Ledger User 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 Purchasing User Guide

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

Oracle Payables User 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 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 Assets User Guide

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

Oracle Projects User 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 Cash Management User Guide

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

Using Oracle HRMS - The Fundamentals

This user guide explains how to setup and use enterprise modeling, organization management, and cost analysis. It also includes information about defining payrolls.

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 Financials Open Interfaces Guide

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

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.

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 the Czech Republic. The manual details additional steps and setup considerations for implementing Oracle Financials for the Czech Republic 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.

Oracle Applications Flexfields Guide

This guide 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 guide also provides information on creating custom reports on flexfields data.

Oracle Alert User Guide

Use this guide to define periodic and event alerts that monitor the status of your Oracle Applications data.

Oracle Applications Implementation Wizard User 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 Oracle Applications development. 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 Oracle Developer forms so that they integrate with Oracle Applications.

Oracle Applications User Interface Standards

This guide contains the user interface (UI) standards followed by Oracle Applications development. 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.

Installation and System Administration

Installing Oracle Applications

This guide provides instructions for managing the installation of Oracle Applications products. In Release 11*i*, much of the installation process is handled using Oracle One-Hour Install, which minimizes the time it takes to install Oracle Applications and the Oracle 8*i* Server technology stack by automating many of the required steps. This guide contains instructions for using Oracle One-Hour Install and lists the tasks you need to perform to finish your installation. You should use this guide in conjunction with individual product user guides and implementation guides.

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.

Upgrading Oracle Applications

Refer to this guide if you are upgrading your Oracle Applications Release 10.7 or Release 11.0 products to Release 11*i*. This guide describes the upgrade process in general and lists database upgrade and product-specific upgrade tasks. You must be at either Release 10.7 (NCA, SmartClient, or character mode) or Release 11.0 to upgrade to Release 11*i*. You cannot upgrade to Release 11*i* directly from releases prior to 10.7.

Oracle Applications Product Update Notes

Use this guide as a reference if you are responsible for upgrading an installation of Oracle Applications. It provides a history of the changes to individual Oracle Applications products between Release 11.0 and Release 11*i*. It includes new features and enhancements and changes made to database objects, profile options, and seed data for this interval.

Oracle Applications System Administrator's Guide

This guide 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 Global Financial Applications Technical Reference Manual

The *Oracle Global Financial Applications 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.

Training and Support

Training

We offer 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. We also offer Net classes, where training is delivered over the Internet, and many multimedia-based courses on CD. 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 the Czech Republic 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.

Do Not Use Database Tools to Modify Oracle Applications Data

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 guides.

Oracle provides powerful tools you can use to create, store, change, retrieve, and maintain information in an Oracle database. But if you use Oracle tools such as 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 might 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.

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. Oracle Applications provides the E-business Suite, a fully integrated suite of more than 70 software modules for financial management, Internet procurement, business intelligence, 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, enabling 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 application products, along with related consulting, education and support services, in over 145 countries around the world.

Thank You

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

Oracle General Ledger

This chapter provides an overview of the Czech Tax Return Source report provided in Oracle General Ledger for the Czech Republic.

Czech Tax Return Source Report

Czech Operations				Czech Tax Return Source Report (CZK)		Report Date: 13-FEB-2001 Page: 1 / 2	
Start Date :							
End Date :							
Tax Date From :							
Tax Date To :							
Tax Type :							
Tax Code :							
Input VAT Type :							
Output VAT Type :							
Document				Transaction	Taxable	Tax	
Ledger	Number	Tax Date	GL Date	Description	Amount	Amount	

12_16 DPH 5% - nakupy zahranici							
AR	10-JUL-2000	12-JUL-2000	986253	Inherently unstable machine	<100.00>	<5.00>	*
AR	01-NOV-2000	30-NOV-2000	7865234	Laboratory kit	<300.00>	<27.00>	*
AR	04-NOV-2000	30-NOV-2000	7865234	Several books	<300.00>	<27.00>	*
AR	30-NOV-2000	30-NOV-2000	7865234	Few unnecessary supplies	<412.84>	<37.16>	

12_16 Total :					<1,212.84>	<96.16>	
15_19 DPH 22% - nakupy tuzemsko							
GL	13-JUL-2000	13-JUL-2000	77777444	Meeting with Nikola Suhaj	<1,639.30>	<360.70>	

15_19 Total :					<1,639.30>	<360.70>	
Report Summary:							
					Taxable	Tax	
					Amount	Amount	

12_16 Total :					<1,212.84>	<96.16>	
15_19 Total :					<1,639.30>	<360.70>	
***** End of Report *****							

Use the Czech Tax Return Source report to prepare a detail listing of all taxable transactions from Payables and Receivables subledgers as well as journals that were manually entered into General Ledger. Use this report as the official support document for your VAT Return. The report is run in the functional currency only.

The Czech Tax Return Source report displays only recoverable tax amounts. If a transaction is subject to partially recoverable tax, the report displays the recoverable tax amount along with the transaction's taxable amount decreased with the tax recovery rate in proportion to the recoverable tax amount.

Expense reports are included in this report. The tax date of the expense report is the merchant receipt date. For the Czech Tax Return Source report to correctly list expense reports, you must enter the document number, tax registration number, and receipt date in the Merchant Information region in the Expense Reports window, or in the invoice distributions.

You can map the fields that you enter in the Merchant Information region in the Expense Reports window to these Czech Tax Return Source report column headings:

Tax Return Source Report	Merchant Information Region
Tax Date	Merchant Receipt Date
Tax ID	Merchant VAT Registration Number

The Czech Tax Return Source report shows taxable transactions grouped and totaled by VAT box number and VAT box description. You should define VAT box numbers according to the Czech VAT Return requirements to help you prepare your monthly VAT Return. For more information, see *Defining VAT Box Number Lookups* on page 2-2.

Receivables transactions are marked with an asterisk if the tax date and the General Ledger date are in different periods.

You can use this report to:

- Prepare your monthly VAT Return. The report groups all tax transactions by VAT box number.
- Provide official backup and audit trail to the VAT Return.
- Identify any transactions that have a General Ledger date different from the tax date of the transaction.

Use the Standard Request Submission windows to submit the Czech Tax Return Source report.

See also: Using Standard Request Submission, *Oracle Applications User Guide*

See also: Partially Recoverable Tax, *Oracle Payables User Guide*

Prerequisites

Before running the Czech Tax Return Source report you must:

- Assign a VAT box number to each of the tax codes when you define tax codes in Oracle Payables and Oracle Receivables. For more information, see Defining Tax Information for Oracle Payables on page 2-3 and Defining Tax Information for Oracle Receivables on page 3-3.
- Use the globalization flexfield in the Tax Codes or Tax Codes and Rates window to define the tax origin when you define your export tax codes. For more information, see Defining Tax Information for Oracle Payables on page 2-3 and Defining Tax Information for Oracle Receivables on page 3-3.
- Post Payables and Receivables transactions to General Ledger.
- Post manual General Ledger journals in General Ledger.
- Set the MO: Top Reporting Level profile option to *Set of Books* at the responsibility level. The Czech Tax Return Source report is run at the set of books level.

Report Parameters

Start Date

Enter the General Ledger date that you want to start reporting transactions from.

End Date

Enter the General Ledger date that you want to report up to.

Tax Date From

Enter the tax date that you want to report from.

Tax Date To

Enter the tax date that you want to report to.

Tax Type

Enter one of the following groupings of tax codes:

- **Input** - Selects all input tax codes as defined in Oracle Payables.
- **Output** - Selects all output tax codes as defined in Oracle Receivables.

If you leave the Tax Type parameter blank, the report will run for all tax codes.

Tax Code

Enter a tax code that you want to run the report for. You can select any valid tax code defined in either Oracle Receivables or Oracle Payables. The Tax Code parameter is limited to those tax codes that belong to the tax type that you selected in the Input Tax Type or Output Tax Type parameters. If you leave this parameter blank, the report will run for all tax codes that belong to the tax type selected in the Input Tax Type or Output Tax Type parameters.

Input Tax Type

Enter the input tax type assigned to your input tax code. If you enter a tax code in the Tax Code field, the report runs only for tax codes with this tax type.

Note: You define the tax type in the Oracle Payables Lookups window by entering lookup codes for the Tax Type lookup type.

Output Tax Type

Enter the output tax type assigned to your output tax code. If you enter a tax code in the Tax Code field, the report runs only for tax codes with this tax type.

Note: You define the tax type in the Oracle Receivables Lookups window by entering lookup codes for the Tax Type lookup type.

Report Headings

In this heading...	General Ledger prints...
<Set of Books>	The set of books name that the report is run for
Start Date	The date that you entered in the Start Date parameter
End Date	The date that you entered in the End Date parameter
Tax Date From	The date that you entered in the Tax Date From parameter
Tax Date To	The date that you entered in the Tax Date To parameter
Tax Type	The tax type that you entered in the Tax Type parameter
Tax Code	The tax code that you entered in the Tax Code parameter
Input VAT Type	The input tax type that you entered in the Input Tax Type parameter
Output VAT Type	The output tax type that you entered in the Output Tax Type parameter
<Report Title>	Czech Tax Return Source Report
<Currency>	The functional currency
Report Date	The date that you run the report
Page	The current and total pages of the report

Column Headings

In this column...	General Ledger prints...
Ledger	<p>The ledger of original entry for each transaction in the report. Valid values are:</p> <ul style="list-style-type: none"> ■ GL - General Ledger ■ AP - Accounts Payable ■ AR - Accounts Receivable
Document Number	<p>The document number for each transaction in the report. For General Ledger transactions, the document number is the invoice number recorded in the Tax Information descriptive flexfield of the Enter Journals window. For Oracle Payables and Receivables transactions, the document number is the document sequence number. If sequence numbering is not defined in Receivables, the Receivables transaction number is printed instead.</p>
Tax Date	<p>The performance or tax date for each transaction. For General Ledger transactions, the tax date is the document date recorded in the Tax Information descriptive flexfield of the Enter Journals window. For expense reports, the tax date is the merchant receipt date.</p>
GL Date	<p>The General Ledger date for each transaction. If the General Ledger date is different than the tax date, the report prints an asterisk (*) next to the General Ledger date.</p>
Tax Id	<p>The tax registration number of the supplier/customer site for each transaction. For expense reports, the tax ID is the merchant tax registration number.</p>
Transaction Description	<p>The description for each transaction.</p>
Taxable Amount	<p>The taxable amount for each transaction.</p>
Tax Amount	<p>The recorded tax amount for each transaction. If the recorded tax amount is different from the taxable amount multiplied by the associated tax rate, the report displays an asterisk (*) next to the tax amount.</p>

Row Headings

In this row...	General Ledger prints...
<VAT Box Number Meaning>	The VAT box number Lookup meaning of the Czech VAT Return
Total (by VAT Box Number)	The sum of the taxable amount and tax columns for each VAT box number

Summary Column Headings

In this row...	General Ledger prints...
Taxable Amount	The taxable amount for each transaction.
Tax Amount	The recorded tax amount for each transaction. If the recorded tax amount is different from the taxable amount multiplied by the associated tax rate, the report displays an asterisk (*) next to the tax amount.

Summary Row Headings

In this row...	General Ledger prints...
<VAT Box Number>	The VAT box number Lookup meaning of the Czech VAT Return
Total (by VAT Box Number)	The sum of the taxable amount and tax columns for each VAT box number

Oracle Payables

This chapter provides an overview of Oracle Payables functionality developed for the Czech Republic, including:

- Defining VAT box number Lookups
- Defining tax information
- Entering supplier site information
- Entering invoice information
- Invoice Gateway
- Czech Import Tax report

Defining VAT Box Number Lookups

Oracle Payables and Oracle Receivables for the Czech Republic let you assign VAT box numbers to your tax codes. You can enter the VAT box number in the VAT Transaction Type field in the Tax Codes window in Oracle Payables or in the Tax Codes and Rates window in Oracle Receivables.

Before you can use the VAT Transaction Type field, however, you must define Lookups for the VAT box number values. Use the Application Object Library Lookups window in the Application Developer responsibility to define VAT box number Lookups.

For more information, see for Defining Tax Information for Oracle Payables on page 2-3 and Defining Tax Information for Oracle Receivables on page 3-3.

To define VAT box number Lookups:

1. Navigate to the Lookups window.
2. Query the special Lookup type JEBE_VAT_TRANS_TYPE.
3. Enter values in the Code, Meaning, and Description fields according to the Czech VAT Return requirements.
4. Enter effective dates in the From and To fields, if applicable, and ensure that the Enabled check box is checked.

See also: Application Utilities Lookups and Application Object Library Lookups, *Oracle Applications System Administrator's Guide*

Defining Tax Information

When you define a tax code in Oracle Payables, you must also define the VAT box number and the tax origin for that tax code. You can use the VAT Transaction Type field in the Tax Codes window to enter the VAT box number and the globalization flexfield to assign the tax origin to the tax code.

The screenshot shows a dialog box titled "Additional information for Czech Republic". It contains three main input fields: "Context Value" (with a dropdown menu showing "Tax Information"), "Tax Origin" (with a dropdown menu showing a list of values: D, E, I), and "Additional Tax Information". At the bottom right, there are four buttons: "OK", "Cancel", "Clear", and "Help".

To enter additional tax information:

1. Navigate to the Tax Codes window.
2. Enter information to define a tax code.
3. In the VAT Transaction Type field, enter the VAT box number for this tax code.
4. Navigate to the globalization flexfield. For instructions, see Using Globalization Flexfields on page B-2.
5. Select the tax origin from the list of values in the Tax Origin field. Valid values are:
 - D - Domestic
 - E - Export
 - I - Import
6. Press the OK button.

See also: Tax Codes, *Oracle Payables User Guide*

Entering Supplier Site Information

Use the globalization flexfield in the Supplier Sites window to enter additional supplier site information.

To enter additional supplier site information:

1. Navigate to the Suppliers window.
2. Enter or query a supplier.
3. Press the Sites button.

The Supplier Sites window appears.

4. Navigate to the globalization flexfield. For instructions, see Using Globalization Flexfields on page B-2.
5. Enter a specific symbol, for example the supplier's identification number, in the Specific Symbol field.
6. Press the OK button.
7. Save your work.

Entering Invoice Information

When you enter invoices in Oracle Payables, use the globalization flexfield in the Invoices window to enter and apply import documents to your import invoices.

The screenshot shows a window titled "Additional information for Czech Republic". Inside, there are several input fields with labels on the left: "Context Value" (with a dropdown menu showing "Additional Invoice Information"), "Tax Date", "Import Document Number", "Import Document Date", "Data Type", "Constant Symbol", and "Specific Symbol". At the bottom right of the window are four buttons: "OK", "Cancel", "Clear", and "Help".

To enter additional invoice information:

1. Navigate to the Invoices window.
2. Enter information to record the invoice.
3. Navigate to the globalization flexfield. For instructions, see Using Globalization Flexfields on page B-2.
4. Enter the performance tax date for the invoice in the Tax Date field.
5. Enter the import document number assigned to the invoice in the Import Document Number field.
6. Enter the import document date assigned to the invoice in the Import Document Date field.
7. Enter the data type of the invoice. The default is 1501, and options are:
 - 1501 - Payments in CZK
 - 1502 - Collections in CZK
 - 1601 - Payments in CZK (Communications Sector)
 - 1602 - Collections in CZK (Communications Sector)

(continued)

8. Enter the constant symbol assigned to the invoice in the Constant Symbol field.
9. Enter a specific symbol for the invoice in the Specific Symbol field.
10. Press the OK button.

See also: Entering Invoices Overview, *Oracle Payables User Guide*

Invoice Gateway Overview

You can enter invoices in either the Invoice Gateway window or the Invoice Workbench. The Invoice Gateway window is the quickest way to enter most invoices. Use the Invoice Gateway window to enter a large number of invoices that do not require extensive online validation or extensive online defaulting of values.

Payables uses information that you enter in the Invoice Gateway window to create invoices in Payables. When you enter invoice records in the Invoice Gateway window, you enter invoice header and line information. This invoice information is stored in the Payables Open Interface tables. Because Oracle Payables does not validate and default invoice values while you enter invoices, you can enter invoices more quickly in the Invoice Gateway than you can in the Invoice Workbench (the Invoice Workbench is the Invoices window and associated windows).

After you enter invoice records using the Invoice Gateway, you can submit a customized workflow program to automate your business processes for managing invoices. For example, you can customize the workflow program to validate the cost center on all invoices before you import them.

You submit the Payables Open Interface Import Program to validate the values that you entered, provide any default values, and create invoices with distributions and scheduled payments in the regular Payables invoice tables.

After invoices are imported, Payables provides a report that lists both the invoice records that were successfully imported, and any invoice records that could not be imported due to invalid or missing information. You can query rejected invoice records in the Invoice Gateway window and correct and resubmit the invoices for import.

When you successfully import invoice records, Payables creates regular invoices that you can view, modify, and approve in the Invoice Workbench. After approval, the invoices are ready for payment.

After you have successfully created invoices based on the information in the invoice records, you can purge invoice records from the Open Interface tables.

See also: Invoice Gateway, *Oracle Payables User Guide*

Entering Country-Specific Information in the Invoice Gateway Window

You must enter additional country-specific information when you record and pay invoices in the Czech Republic. Oracle Payables captures this information in globalization flexfields on the Invoice Workbench and in the Invoice Gateway window. You can enter the same country-specific information in both windows. The Invoice Gateway window, however, lets you enter information more quickly for invoices that do not require extensive online validation or extensive online defaulting of values.

The Invoice Gateway window has globalization flexfield in the header region. You can customize your Invoice Gateway folder forms to show or hide the globalization flexfield for the Czech Republic.

Header Region

To enter country-specific information in the header region of the Invoice Gateway window:

1. Navigate to the Invoice Gateway window.
The Invoice Gateway Identification window appears on top of the Invoice Gateway window.
2. In the Invoice Gateway Identification window, enter the source in the Source field and the batch name in the Gateway Batch field.
3. Press the Enter button.

4. In the header region of the Invoice Gateway window, enter header information for your invoice.
5. Click in the globalization flexfield to navigate to the flexfield window. For more information, see *Using Globalization Flexfields* on page B-2.
6. Enter the performance tax date for the invoice in the Tax Date field.
7. Enter the import document number assigned to the invoice in the Import Document Number field.
8. Enter the import document date assigned to the invoice in the Import Document Date field.
9. Enter the data type of the invoice. The default is 1501, and options are:
 - 1501 - Payments in CZK
 - 1502 - Collections in CZK
 - 1601 - Payments in CZK (Communications Sector)
 - 1602 - Collections in CZK (Communications Sector)
10. Enter the constant symbol assigned to the invoice in the Constant Symbol field.
11. Enter a specific symbol for the invoice in the Specific Symbol field.
12. Press the OK button to save your work and return to the Invoice Gateway window.

Payables Open Interface Tables

The Payables Open Interface tables store invoice information. The Payables Open Interface Import program builds Payables invoices based on invoice records in the Payables Open Interface tables. After the import program builds the invoices, you can view, modify, and approve the invoices in the Invoice Workbench.

The invoice information derives from Electronic Data Interchange (EDI) invoices from your suppliers, invoice records that you entered in the Invoice Gateway window, invoices that you loaded with Oracle SQL*Loader, and credit card transaction data.

Understanding the Payables Open Interface Tables

Use the Invoice Gateway window, Oracle e-Commerce Gateway, the Credit Card Invoice Interface Summary, or SQL*Loader to load invoice information into the AP_INVOICES_INTERFACE and AP_INVOICE_LINES_INTERFACE interface tables. The Payables Open Interface program validates each record that you select for import. If the record contains valid information, the program creates a Payables invoice with distributions and scheduled payments based on the invoice header and line information in the record.

Records in the AP_INVOICE_LINES_INTERFACE table create one or more invoice distributions. Note that one row may create more than one distribution. For example, if you enter a tax line in this table and prorate the tax line across three item lines, during the Open Interface Import process Oracle Payables creates three tax invoice distributions based on the single tax line in this table.

The interface tables include columns, which Oracle Payables uses to categorize and store specific invoice information. For example, invoice source information is stored in the SOURCE column within AP_INVOICES_INTERFACE.

Payables Open Interface Table AP_INVOICES_INTERFACE

This table lists the columns in the AP_INVOICES_INTERFACE Payables Open Interface table. The The column descriptions indicate which columns are required values for importing invoices into Oracle Payables with Czech features.

See also: Payables Open Interface Import, *Oracle Payables User Guide*

See also: Table Definitions, *Oracle Payables Applications Technical Reference Manual*

Column Name	Type
GLOBAL_ATTRIBUTE_CATEGORY	VARCHAR2(150)
GLOBAL_ATTRIBUTE1	VARCHAR2(150)
GLOBAL_ATTRIBUTE2	VARCHAR2(150)
GLOBAL_ATTRIBUTE3	VARCHAR2(150)
GLOBAL_ATTRIBUTE4	VARCHAR2(150)
GLOBAL_ATTRIBUTE5	VARCHAR2(150)
GLOBAL_ATTRIBUTE6	VARCHAR2(150)
GLOBAL_ATTRIBUTE7	VARCHAR2(150)
GLOBAL_ATTRIBUTE8	VARCHAR2(150)
GLOBAL_ATTRIBUTE9	VARCHAR2(150)
GLOBAL_ATTRIBUTE10	VARCHAR2(150)
GLOBAL_ATTRIBUTE11	VARCHAR2(150)
GLOBAL_ATTRIBUTE12	VARCHAR2(150)
GLOBAL_ATTRIBUTE13	VARCHAR2(150)
GLOBAL_ATTRIBUTE14	VARCHAR2(150)
GLOBAL_ATTRIBUTE15	VARCHAR2(150)
GLOBAL_ATTRIBUTE16	VARCHAR2(150)
GLOBAL_ATTRIBUTE17	VARCHAR2(150)

Column Name	Type
GLOBAL_ATTRIBUTE18	VARCHAR2(150)
GLOBAL_ATTRIBUTE19	VARCHAR2(150)
GLOBAL_ATTRIBUTE20	VARCHAR2(150)

Czech Columns

GLOBAL_ATTRIBUTE_CATEGORY

Enter the context value JE.CZ.APXIISIM.INVOICE_INFO to import Czech descriptive flexfield information.

Required:	Yes, if you want to import country-specific information
Validation:	None
Destination:	AP_INVOICES_ALL.GLOBAL_ATTRIBUTE_CATEGORY

GLOBAL_ATTRIBUTE1

Enter the tax date.

Required:	Yes
Validation:	None
Destination:	AP_INVOICES_ALL.GLOBAL_ATTRIBUTE1

GLOBAL_ATTRIBUTE3

Enter the import document number.

Required:	No
Validation:	None
Destination:	AP_INVOICES_ALL.GLOBAL_ATTRIBUTE3

GLOBAL_ATTRIBUTE4

Enter the import document date.

Required:	No
Validation:	None
Destination:	AP_INVOICES_ALL.GLOBAL_ATTRIBUTE4

How the Invoice Gateway Window Populates the Open Interface Tables

You may find this table helpful in understanding the Rejections Report. This table shows the column that is populated by each field in the Invoice Gateway globalization flexfields for the Czech Republic.

Invoice Gateway field name - Header region flexfield	Corresponding column in AP_INVOICES_INTERFACE
Context Value	GLOBAL_ATTRIBUTE_CATEGORY
Tax Date	GLOBAL_ATTRIBUTE1
Import Document Number	GLOBAL_ATTRIBUTE3
Import Document Date	GLOBAL_ATTRIBUTE4

Czech EFT Format

Use the Czech EFT Format to electronically pay supplier invoices by sending an Electronic Funds Transfer (EFT) payment order to your bank. The bank uses the information to pay your invoices. The Czech EFT Format is based on requirements from Komerční Banka (Komerční Bank) and can only be used for payments to this bank in Czech currency.

With EFT, you create and pay batches with payments to the same bank account. You can produce EFT files out of only one payment batch at a time. Your bank branch allocates an interval number range to represent the number of accounting files that you can send to the bank in one day. You can allocate all or part of this interval number range to Oracle Payables for EFT. The Last Used Interval field in the Contracts window displays *IN USE* until the current payment batch is canceled or confirmed. Do not create another batch until the process is finished.

Note: When you format a payment batch for the Czech EFT Format, Oracle Payables validates the bank account number according to the modulus 11 check. For more information, see Bank Information Validation on page D-2.

If you cancel a payment batch after it is successfully formatted, click the Reset button in the Contracts window to make the interval number for the canceled batch available for a different payment batch submission.

You can use one interval number in a 24-hour processing period. Once an interval number is allocated for an EFT submission, the interval number cannot be reused for the following 24 hour period. The Last Used Date field in the Contracts window shows the date for the last interval number, and Oracle Payables ensures that interval numbers are unique by date.

The EFT data file consists of accounting files. The EFT data file can have as many accounting files as the number of interval numbers. One accounting file can have up to 1000 records, including header and ending records. An accounting file is also divided into groups and has at most 98 groups distinguished by due date. Each group can consist of 992 characters or 35 records including header and ending records.

You must convert the EFT file from the UNIX to the DOS format. You must also rename the file according to the format that the bank requires, such as ddmmPPPP.kpc:

- **dd** - the date of the submission
- **mm** - the month of the submission
- **PPPP** - the abbreviated client ID
- **kpc** - the file extension

For the file content, see Czech EFT Format Content on page E-2.

See also: Electronic Payments, *Oracle Payables User Guide*

Prerequisites

Before using the Czech EFT Format, you must complete these tasks:

- Enter the supplier's identification number in the Specific Symbol field of the globalization flexfield in the Supplier Sites window. For more information see Entering Supplier Site information on page 2-4.
- In the Serial Number field of the Payment Batches window, enter the variable part of the data security code from a list that your bank branch gave you. Enter the code for each payment batch header. When you create an EFT file, the serial number appears at the header of the EFT file.

Note: Entering the security code in the Serial Number field is mandatory for EFT. If the field is blank, the Czech EFT Format log file contains an error: *The secret code must be entered at the batch payment level.*

- In the globalization flexfield of the Invoices window, enter:
 - The code that your bank specified for the payment type in the Constant Symbol field. Frequently used constant symbols are seeded, but you can enter new ones under the Applications Developer responsibility in the Applications Object Library Lookups. The Lookup type is JECZ_CONSTANT.
 - The type of transaction in the Data Type field. You can use only one data type within a single accounting file.
 - The specific symbol in the Specific Symbol field if the value on the invoice is different from the value entered in the globalization flexfield of the Supplier Sites window.

Enter data in these three fields in the Invoices window for each invoice and each EFT submission. For more information, see Entering Invoice Information on page 2-5.

- Enter EFT contract information in the Contracts window. For more information, see Entering Contract Information on page 2-19.
- Create payment batches.

See also: Initiating Payment Batches, *Oracle Payables User Guide*

Entering Contract Information

Use the Contracts window to enter EFT contract information that Komerční Banka requires. You can have several bank accounts with a bank branch under one contract; you must submit separate payment files for each account.

To enter EFT contract information:

1. Navigate to the Contracts window.
2. Enter the bank name that the contract is valid for in the Bank Name field.
3. Enter the branch name where the contract is held in the Branch Name field.
4. Enter the client name and number that the bank branch assigned to you in the Client Name and Client Number fields. You may have more than one contract with a bank branch and more than one client name and number.

(continued)

- 5. In the Interval Start and Interval End fields, enter the lowest and highest interval numbers for the range that the bank branch allocated.

In the AP Interval Start and AP Interval End fields, enter the first and last sequence number from the bank branch interval number range that you want to allocate to Oracle Payables. As a default, the AP Interval Start and AP Interval End fields show the values from the Interval Start and Interval End fields.
- 6. In the Security Fixed Code field, enter the fixed part of the security code that the bank branch gave you. This fixed code remains the same for each EFT file submission.
- 7. If the contract is no longer valid, enter the inactive date in the Inactive Date field. You can inactivate a contract only after you deactivate the bank account assignments for the contract in the Accounts window.
- 8. Click on the Accounts button to navigate to the Accounts window.

The screenshot shows a window titled "Accounts" with a sub-header "Bank Accounts". Below the header is a table with three columns: "Account Number", "Account Name", and "Inactive Date". The table has several rows, each with a small icon in the first column. The "Account Number" column has a search icon (magnifying glass) in the first row. The "Inactive Date" column has a date picker icon (calendar) in the first row. The table is currently empty of data.

- 9. In the Account Number field, enter the accounts that the contract covers. The Account Name field shows the according account name as a default. Account numbers must satisfy the modulus 11 check for the submission to succeed. For more information, see Bank Information Validation on page D-2.
- 10. If an account is no longer valid under the contract, enter the inactive date in the Inactive Date field. To deactivate the contract itself, you must inactivate all accounts first.
- 11. Save your work.

Czech Import Tax Report

Czech Operations		Czech Import Tax Report (CZK)		Report Date: 14-JUN-2001 Page: 1 / 1	
Tax Type : VAT GOODS					
Start Date :					
End Date :					
Tax Date From :					
Tax Date To :					
Document Number	Tax Date	GL Date	Tax Code	Transaction Description	Taxable Amount
-----	-----	-----	-----	-----	-----
9900112	15-DEC-2000	16-DEC-2000	TC5%	Magazine Subscriptions	5,000.00
9900125	15-DEC-2000	17-DEC-2000	TC5%	Palm Pilots	70,000.00
9920000	15-DEC-2000	03-JAN-2000	TC5%	Fireworks	10,000.00
9920500	31-DEC-2000	03-JAN-2000	TC5%	Binoculars	2,000.00
Total:					87,000.00
					=====
***** End of Report *****					

Use the Czech Import Tax report to prepare a detail listing of all import invoices that you do not have an official import document for. You can enter and apply import documents to your import invoices through the globalization flexfield in the Invoices window. For more information, see *Entering Invoice Information* on page 2-5. The report is run in the functional currency only.

The Czech Import Tax report displays only recoverable tax amounts. If a transaction is subject to partially recoverable tax, the report displays the transaction's taxable amount decreased with the tax recovery rate in proportion to the recoverable tax amount.

You can use this report to:

- View all import transactions without a reference to an import document
- Prepare your monthly VAT Return
- Provide official backup and audit trail to the Czech VAT Return

Expense reports that are entered with a tax code marked as an import tax code are included in this report. The tax date of the expense report is the merchant receipt date. For the Czech Import Tax report to correctly list expense reports, you must enter the receipt date in the Merchant Information region in the Expense Reports window, or in the invoice distributions.

Use the Standard Request Submission windows to submit the Czech Import Tax report.

See also: Using Standard Request Submission, *Oracle Applications User Guide*

See also: Partially Recoverable Tax, *Oracle Payables User Guide*

Prerequisites

Before running the Czech Import Tax report, you must complete these tasks:

- Use the globalization flexfield in the Tax Codes window to define the tax origin when you define your import tax codes. For more information, see *Defining Tax Information* on page 2-3.
- Run the Payables accounting process. The Czech Import Tax report displays only transactions that you ran the Payables accounting process for.

See also: Payables Accounting Process, *Oracle Payables User Guide*

- Set the MO: Top Reporting Level profile option to *Set of Books* at the responsibility level. The Czech Import Tax report is run at the set of books level.

Report Parameters

Tax Type

Enter the input tax type assigned to your input tax code. If you enter a tax code in the Tax Code field, the report runs only for tax codes with this tax type.

Note: You define the tax type in the Oracle Payables Lookups window by entering lookup codes for the Tax Type lookup type.

Start Date

Enter the General Ledger date that you want to start reporting transactions from.

End Date

Enter the General Ledger date that you want to report up to.

Tax Date From

Enter the tax date that you want to report from.

Tax Date To

Enter the tax date that you want to report to.

Report Headings

In this heading...	Oracle Payables prints...
<Set of Books>	The set of books name that the report is run for
<Report Title>	Czech Import Tax Report
<Currency>	The functional currency
Tax Type	The tax type that you entered in the Tax Type parameter
Start Date	The date that you entered in the Start Date parameter
End Date	The date that you entered in the End Date parameter
Tax Date From	The date that you entered in the Tax Date From parameter
Tax Date To	The date that you entered in the Tax Date To parameter
Report Date	The date that the report is run
Page	The current and total pages of the report

Column Headings

In this column...	Oracle Payables prints...
Document Number	The transaction's document number. The document number is the document sequence number assigned in Oracle Payables.
Tax Date	The transaction's VAT date. For expense reports, the tax date is the merchant receipt date.
GL Date	The transaction's GL date.
Tax Code	The transaction's tax code.
Transaction Description	The transaction's description.
Taxable Amount	The transaction's taxable amount.

Row Headings

In this row...	Oracle Payables prints...
Total	The total taxable amount

Oracle Receivables

This chapter provides an overview of Oracle Receivables functionality developed for the Czech Republic, including:

- Defining VAT box number Lookups
- Defining tax information
- Entering transaction information
- Czech Export Tax report

Defining VAT Box Number Lookups

Oracle Payables and Oracle Receivables for the Czech Republic let you assign VAT box numbers to your tax codes. You can enter the VAT box number in the VAT Transaction Type field in the Tax Codes window in Oracle Payables or in the Tax Codes and Rates window in Oracle Receivables.

Before you can use the VAT Transaction Type field, however, you must define Lookups for the VAT box number values. Use the Application Object Library Lookups window in the Application Developer responsibility to define VAT box number Lookups.

For more information, see Defining VAT Box Number Lookups on page 3-2.

Defining Tax Information

When you define a tax code in Oracle Receivables, you must also define the VAT box number and the tax code origin for that tax code. You can use the VAT Transaction Type field in the Tax Codes and Rates window to enter the VAT box number and the globalization flexfield to assign the tax origin to the tax code.

The screenshot shows a dialog box titled "Additional information for Czech Republic". It contains two main input fields: "Context Value" and "Tax Origin". The "Context Value" field has "Tax Information" entered. The "Tax Origin" field is currently empty, but a list of values (D, E, I) is visible below it, indicating a dropdown menu. To the right of the "Tax Origin" field is a button labeled "Additional Tax Information". At the bottom of the dialog box are four buttons: "OK", "Cancel", "Clear", and "Help".

To enter additional tax information:

1. Navigate to the Tax Codes and Rates window.
2. Enter information to define a tax code.
3. In the VAT Transaction Type field, enter the VAT box number for this tax code.
4. Navigate to the globalization flexfield. For instructions, see Using Globalization Flexfields on page B-2.
5. Select the tax origin from the list of values in the Tax Origin field. Valid values are:
 - D - Domestic
 - E - Export
 - I - Import
6. Press the OK button.

See also: Tax Codes and Rates, *Oracle Receivables User Guide*

Entering Transaction Information

When you enter transactions in Oracle Receivables, use the globalization flexfield in the Transactions window to enter the performance tax date for your taxable transactions.



The screenshot shows a dialog box titled "Additional information for Czech Republic". It contains two input fields: "Context Value" with the text "Transaction Information" and "Tax Date" which is empty. To the right of the "Context Value" field is a button labeled "Additional Transaction Information". At the bottom of the dialog are four buttons: "OK", "Cancel", "Clear", and "Help".

To enter additional transaction information:

1. Navigate to the Transactions window.
2. Enter information to record the transaction.
3. Navigate to the globalization flexfield. For instructions, see Using Globalization Flexfields on page B-2.
4. Enter the performance tax date for the transaction in the Tax Date field.
5. Press the OK button.

See also: Entering Transactions, *Oracle Receivables User Guide*

Czech Export Tax Report

Czech Operations			Czech Export Tax Report			06-FEB-2001 10:12:00	
Functional Currency: CZK						Page 1 / 1	
Tax Type: Value Added Tax							
Start Date: 01-NOV-2000							
End Date: 31-DEC-2000							
Tax Date From:							
Tax Date To:							
VAT Box Number	VAT Box Description	Document Number	Tax Date	GL Date	Transaction Description	Taxable Amount	
12_16	DPH 5% - nakupy zahranici	00003211	30-NOV-2000	30-NOV-2000	An ice cream supply	2,000.00	
		00003289	30-NOV-2000	30-NOV-2000	Christmas cards	4,500.00	
		00003291	01-DEC-2000	01-DEC-2000	Presents	2,700.00	
12_16 Total						9,200.00	
31	DPH 0% - osvobozeno	00002000	15-NOV-2000	30-NOV-2000	Several manuals	1,000.00	
		00003010	29-NOV-2000	30-NOV-2000	Discount on cds	<100.00>	
31 Total						900.00	

Report Count							
2							
*** End of Report ***							

Use the Czech Export Tax report to prepare a detail listing of all export invoices for a selected date range. The report is run in the functional currency only and runs only for recoverable tax, and for non-deferred or deferred paid tax.

The Czech Export Tax report shows taxable transactions grouped and totaled by VAT box numbers and VAT box description. You should define VAT box numbers according to the Czech VAT Return requirements to help you prepare your monthly VAT Return. For more information, see *Defining VAT Box Number Lookups* on page 3-2.

You can use the Czech Export Tax report to:

- View all export transactions within the given tax reporting period, grouped by VAT box number
- Prepare your monthly VAT Return
- Provide official backup and audit trail to the Czech VAT Return

The Czech Export Tax report is an RXi report.

Use the Standard Request Submission windows to submit the Czech Export Tax report.

See also: Working with Attribute Sets, *Oracle Financials RXi Reports Administration Tool User Guide*

See also: Using the RXi Reports Concurrent Program, *Oracle Financials RXi Reports Administration Tool User Guide*

See also: Using Standard Request Submission, *Oracle Applications User Guide*

Prerequisites

Before running the Czech Export Tax report, you must:

- Assign a VAT box number to each of the tax codes when you define tax codes in Oracle Payables and Oracle Receivables. For more information, see Defining Tax Information for Oracle Payables on page 2-3 and Defining Tax Information for Oracle Receivables on page 3-3.
- Use the globalization flexfield in the Tax Codes and Rates window to define the tax origin when you define your export tax codes. For more information, see Defining Tax Information on page 3-3.
- Post transactions to General Ledger.
- Set the MO: Top Reporting Level profile option to *Set of Books* at the responsibility level. The Czech Export Tax report is run at the set of books level.

Report Parameters

Output Format

Enter the output format that you want for the report:

- CSV
- HTML
- Tab Delimited
- Text

The default is text.

Tax Type

Enter the output tax type assigned to your output tax code. If you enter a tax code in the Tax Code field, the report runs only for tax codes with this tax type.

Note: You define the tax type in the Oracle Receivables Lookups window by entering lookup codes for the Tax Type lookup type.

Start Date

Enter the General Ledger date that you want to start reporting transactions from.

End Date

Enter the General Ledger date that you want to report up to.

Tax Date From

Enter the tax date that you want to report from.

Tax Date To

Enter the tax date that you want to report to.

Report Headings

In this heading...	Oracle Receivables prints...
<Set of Books>	The set of books name that the report is run for
Functional Currency	The functional currency
Tax Type	The tax type that you entered in the Tax Type parameter
Start Date	The date that you entered in the Start Date parameter
End Date	The date that you entered in the End Date parameter
Tax Date From	The date that you entered in the Tax Date From parameter
Tax Date To	The date that you entered in the Tax Date To parameter
<Report Title>	Czech Export Tax Report
<Report Date and Time>	The date and time that the report is run
Page	The current and total pages of the report

Column Headings

In this column...	Oracle Receivables prints...
VAT Box Number	The VAT transaction type (box number) that the report is sorted by.
VAT Box Description	The description of the VAT transaction type (box number).
Document Number	The document number of each transaction. The document number is the document sequence number assigned in Oracle Receivables.
Transaction Number	The transaction number manually entered or generated by Oracle Receivables
Tax Date	The performance (tax) date of each transaction.
GL Date	The General Ledger date of each transaction.
Transaction Description	The description of each transaction.
Taxable Amount	The taxable amount of each transaction.

Row Headings

In this row...	Oracle Receivables prints...
<Tax Line Meaning>	The tax return line Lookup meaning as a grouping for the transactions that are selected
Total (by Tax Line Meaning)	The sum of the taxable amount columns for each of the tax codes printed in the report

Standard Navigation Paths

This appendix describes how to navigate to each window in Oracle Financials for the Czech Republic.

Standard Navigation Paths

Although your system administrator may have customized your navigator, typical navigation paths include the following:

Window Name	Navigation Path
Accounts	Czech AP: Czech > EFT Contracts > Accounts
Contracts	Czech AP: Czech > EFT Contracts

Using Globalization Flexfields

This appendix describes how to use globalization flexfields.

Using Globalization Flexfields

Oracle Financials for the Czech Republic uses globalization flexfields that let you enter country-specific information in Oracle Payables and Oracle Receivables. Your system administrator should complete setup steps to enable globalization flexfields for your country-specific responsibilities.

See also: *Setting Up Globalization Flexfields, Oracle Financials Country-Specific Installation Supplement*

There are globalization flexfields on the following windows:

Oracle Payables

- Invoice Gateway
- Invoices
- Supplier Sites
- Tax Codes

Oracle Receivables

- Tax Codes and Rates
- Transactions

The globalization flexfield appears in the window after you complete all setup steps to enable globalization flexfields. The globalization flexfield is enclosed in round brackets. Click in the globalization flexfield to display the pop-up window.

Profile Options

This appendix lists the profile options that affect the operation of Oracle Financials for the Czech Republic. This appendix includes a brief description of each profile option that you or your system administrator can set at the site, application, responsibility, or user levels.

Profile Options

During implementation, your system administrator sets a value for each user profile option to specify how Oracle Financials for the Czech Republic controls access to and processes data.

Note: To enable globalization flexfields within Oracle Financials for the Czech Republic, you must set the JG: Application, JG: Territory, and JG: Product profile options.

See also: Setting Up Globalization Flexfields, *Oracle Financials Country-Specific Installation Supplement*

See also: Overview of Setting User Profiles, *Oracle Applications System Administrator's Guide*

Bank Validation

This appendix describes how Oracle Payables and Receivables validate banking codes for Oracle Financials for the Czech Republic.

Bank Information Validation

Oracle Payables and Oracle Receivables provide country-specific bank validation for banks in the Czech Republic. Oracle Financials displays a warning if you enter invalid bank information.

Setting up Your Country

To use bank validation functionality for the Czech Republic, you must first set up the Czech Republic as your "home" country.

To set up Oracle Payables for bank validation:

1. Define the Default Country profile option.
2. Define countries and territories and assign VAT member state codes in the Countries and Territories window.
3. Enter your VAT member state code in the Financials Options window.
4. Save your work.

Oracle Payables compares the bank's country address that you entered in the Address region of the Banks window with your VAT member state code that you entered in the Financials Options window. The bank is a Czech bank if both countries match.

If these countries do not match, Oracle Payables performs the default minimum validation:

Required Fields	Accepted Data Type	Maximum Length
Bank Account Name	alphanumeric	25
Bank Account Number	alphanumeric	30
Currency Code	value set	15

To set up Oracle Receivables for bank validation:

1. Define the Default Country profile option.
2. Specify the Czech Republic in the Default Country field in the Miscellaneous region in the System Options window.
3. Save your work.

Oracle Receivables compares the bank's country address that you entered in the Address region of the Banks window with the Default Country that you entered in the System Options window. The bank is a Czech bank if both countries match.

If these countries do not match, Oracle Receivables performs the default minimum validation:

Required Fields	Accepted Data Type	Maximum Length
Bank Account Name	alphanumeric	25
Bank Account Number	alphanumeric	30
Currency Code	value set	15

- See also:** Countries and Territories, *Oracle Payables User Guide*
- See also:** Defining Financials Options, *Oracle Payables User Guide*
- See also:** Miscellaneous System Options, *Oracle Receivables User Guide*
- See also:** Overview of Setting User Profiles, *Oracle Applications System Administrator's Guide*

Code Validation

When you format a payment batch using the Czech EFT Format, Oracle Payables for the Czech Republic validates the bank account numbers according to the modulus 11 validation. A Czech bank account number consists of two parts: one part includes up to six additional digits on the left, and the other part includes up to ten digits on the right. The two parts are separated by a hyphen (-). The modulus 11 validation is performed separately on each part.

In the modulus 11 validation, each digit of each part of the bank account number is multiplied by a control number, and the amounts that result are added together. To satisfy the validation requirement, the sum must be divisible by 11 without a remainder. Both parts of the bank account number must satisfy the modulus 11 validation requirement for the bank account number to be considered valid.

Example for Czech bank account validation

This example shows how the modulus 11 validation is calculated for the bank account number 158-3214151. First, each digit of the bank account number is multiplied by its control number.

Bank Account Number	1	5	8	-					3	2	1	4	1	5	1
Control Numbers	10	5	8	4	2	1		6	3	7	9	10	5	8	4
Bank Account Digits Multiplied by Control Numbers	4	10	8						27	20	5	32	4	10	1

Next, the results of the multiplication are added together for each part of the bank account number.

First part of account number: $4 + 10 + 8 = 22$

Second part of account number: $27 + 20 + 5 + 32 + 4 + 10 + 1 = 99$

Finally, the sums are divided by 11, and the remainder is checked.

First part of account number: $22 / 11 = 2, \text{ remainder} = 0$

Second part of account number: $99 / 11 = 9, \text{ remainder} = 0$

Since the remainder is zero for both parts of this account number, the account number satisfies the modulus 11 validation requirement.

Electronic File Content

This appendix overviews electronic file content provided in Oracle Financials for the Czech Republic for the Czech EFT Format. This electronic information is provided to help your system administrator further understand the electronic files provided in Oracle Financials for the Czech Republic.

Czech EFT Format Content

Disk File Header - UHL1

Position	In this position...	Oracle Payables prints...
1-4	Report Type	UHL1.
5-10	Systems Date	The systems date.
11-30	Client Name	The company short name that the bank assigned.
31-40	Client Number	The client number that the bank assigned.
41-43	Interval Start	The first interval number that the bank allocated.
44-46	Interval End	The last interval number that the bank allocated.
47-52	Data Security - Fixed Code	The fixed part of the data security code that the bank assigned. The code remains the same for each EFT file submission.
53-58	Data Security - Secret Code	The variable or secret part of the data security code from a list that the bank gave you. The code that you should enter varies on a daily basis.
59-60	End of Report Character	A line break.

Accounting File Header (HSO)

Position	In this position...	Oracle Payables prints...
1	Report Type	1
2	Field Separator	A blank space
3-6	Data Type	The data type that you entered in the globalization flexfield in the Invoices window
7	Field Separator	A blank space
8-13	Accounting File Number	The last interval number used, taken from the Last Used Interval field in the Contracts window, followed by the bank branch number
14	Field Separator	A blank space
15-18	Bank Routing Code	The bank number from the Banks window
19-20	End Report Character	A line break

Group Heading (HSK)

Position	In this position...	Oracle Payables prints...
1	Report Type	2.
2	Field Separator	A blank space.
3-19	Formatted Bank Account Number	Your account number with the bank branch under the EFT contract.
20	Field Separator	A blank space.
21-34	Total Amount for Group of Items	The payment group's total payment amount. Payments are grouped into batches for the same bank account and due date.
35	Field Separator	A blank space.
36-41	Maturity/Due Date	The date that you want the bank to pay your supplier.
42-43	End of Report Character	A line break.

Lines (POL) from a Bulk Order

Position	In this position...	Oracle Payables prints...
1-17	Formatted Supplier Bank Account Number	The supplier's bank account number
18	Field Separator	A blank space
19-30	Formatted Check Amount	The amount in hallers that the bank will pay for each invoice
31	Field Separator	A blank space
32-41	Formatted Invoice Number	The first ten characters of the invoice number
42	Field Separator	A blank space
43-52	Constant Symbol	The bank number or routing code and the payment type code that you entered in the Data Type field of the globalization flexfield in the Invoices window
53	Field Separator	A blank space
54-63	Specific Symbol	The specific symbol that you entered in the Specific Symbol field of the globalization flexfield in the Invoices window or Supplier Sites window

Group End (KSK)

Position	In this position...	Oracle Payables prints...
1	Report Type	3
2	Field Separator	A blank space
3	Plus Sign	+
4	End of Report Character	A line break

Accounting File End (KSO)

Position	In this position...	Oracle Payables prints...
1	Report Type	5
2	Field Separator	A blank space
3	Plus Sign	+
4	End of Report Character	A line break

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