

Oracle® Financials for the Czech Republic

User Guide

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

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Contributors: Craig Borchardt, Jill Burton, Dennis Camilleri, Clara Jaeckel, Daniela Kantorova, Essan Ni, Kristin Penaskovic, Joanne Hay, Terrance Wampler

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Send Us Your Comments

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Oracle 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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USA

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

Preface

Welcome to Release 11*i* 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 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 2 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.

Documentation Accessibility

Our goal is to make Oracle products, services, and supporting documentation accessible, with good usability, to the disabled community. To that end, our documentation includes features that make information available to users of assistive technology. This documentation is available in HTML format, and contains markup to facilitate access by the disabled community. Standards will continue to evolve over time, and Oracle is actively engaged with other market-leading technology vendors to address technical obstacles so that our documentation can be accessible to all of our customers. For additional information, visit the Oracle Accessibility Program Web site at <http://www.oracle.com/accessibility/>

Accessibility of Code Examples in Documentation

JAWS, a Windows screen reader, may not always correctly read the code examples in this document. The conventions for writing code require that closing braces should appear on an otherwise empty line; however, JAWS may not always read a line of text that consists solely of a bracket or brace.

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).

- PDF Documentation – See the Online Documentation CD for current PDF documentation for your product with each release. This Documentation CD is also available on *OracleMetaLink* and is updated frequently.
- Online Help – You can refer to Oracle iHelp for current HTML online help for your product. Oracle provides patchable online help, which you can apply to your system for updated implementation and end user documentation. No system downtime is required to apply online help.
- Release Content Document – See the Release Content Document for descriptions of new features available by release. The Release Content Document is available on *OracleMetaLink*.
- About Document – Refer to the About document for information about your release, including feature updates, installation information, and new documentation or documentation patches that you can download. The About document is available on *OracleMetaLink*.

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>.

Guides Related to All Products

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.

User Guides Related to This Product

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 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.

Installation and System Administration

Installing Oracle Applications

This guide provides instructions for managing the installation of Oracle Applications products. In Release *11i*, much of the installation process is handled using Oracle Rapid Install, which minimizes the time to install Oracle Applications and the technology stack, by automating many of the required steps. This guide contains instructions for using Oracle Rapid Install and lists the tasks you need to perform to finish your installation. You should use this guide in conjunction with individual product user's 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 *11i*. 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 *11i*. You cannot upgrade to Release *11i* directly from releases prior to 10.7.

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 Alert User Guide

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

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.

Other Implementation Documentation

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 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 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 eTechnical Reference Manuals

Each eTechnical Reference Manual (eTRM) contains database diagrams and a detailed description of database tables, forms, reports, and programs for a specific Oracle Applications product. This information helps you convert data from your existing applications, integrate Oracle Applications data with non-Oracle applications, and write custom reports for Oracle Applications products. Oracle eTRM is available on Oracle *Metalink*.

Training and Support

Training

Oracle offers a complete set of training courses to help you and your staff master Oracle Financials for the Czech Republic and reach full productivity quickly. These courses are organized into functional learning paths, so you take only those courses appropriate to your job or area of responsibility.

You have a choice of educational environments. You can attend courses offered by Oracle University at any one of our many Education Centers, you can arrange for our trainers to teach at your facility, or you can use Oracle Learning Network (OLN), Oracle University's online education utility. In addition, Oracle training professionals can tailor standard courses or develop custom courses to meet your needs. For example, you may want to use your organization structure, terminology, and data as examples in a customized training session delivered at your own facility.

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

*Oracle STRONGLY RECOMMENDS that you never use SQL*Plus, Oracle Data Browser, database triggers, or any other tool to modify Oracle Applications data unless otherwise instructed.*

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 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 160 software modules for financial management, supply chain management, manufacturing, project systems, human resources and customer relationship 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 145 countries around the world.

Thank You

Thank you for using Oracle Financials for the Czech Republic and this user guide.

Oracle values your comments and feedback. In this guide 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 Global Financials Documentation Manager
Oracle Corporation
500 Oracle Parkway
Redwood Shores, CA 94065
USA

Or send electronic mail to globedoc_us@oracle.com.

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 Defining Tax Information for Oracle Payables on page 1-3 and Defining Tax Information for Oracle Receivables on page 2-3.

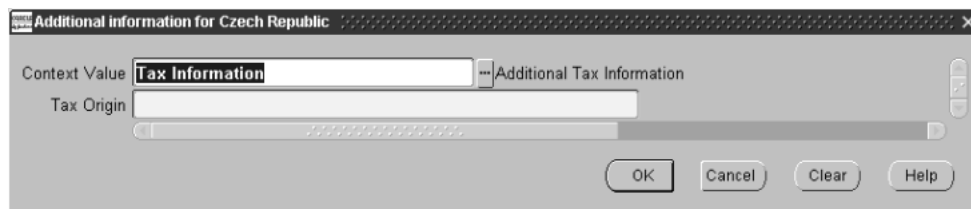
To define VAT box number Lookups:

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 two input fields: "Context Value" with the text "Tax Information" and "Tax Origin" which is currently empty. To the right of the "Context Value" field is a small icon and the text "Additional Tax Information". At the bottom of the dialog box are four buttons: "OK", "Cancel", "Clear", and "Help".

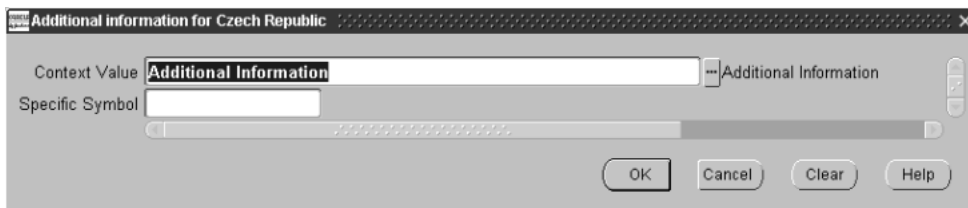
To enter additional tax information:

1. Navigate to the Tax Codes 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:
 - Domestic
 - Export
 - 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 dialog box titled "Additional information for Czech Republic". It contains the following fields and controls:

- Context Value:** A dropdown menu currently showing "Additional Invoice Information".
- Tax Date:** An empty text input field.
- Import Document Number:** A wide text input field.
- Import Document Date:** A text input field.
- Data Type:** A small text input field.
- Constant Symbol:** A text input field.
- Specific Symbol:** A text input field.
- 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)

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 purge 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

The screenshot shows a dialog box titled "Additional information for Czech Republic". It contains the following fields and controls:

- Context Value:** A dropdown menu with "Additional Invoice Information" selected.
- Tax Date:** An empty text input field.
- Import Document Number:** A wide empty text input field.
- Import Document Date:** An empty text input field.
- Data Type:** A small empty text input field.
- Constant Symbol:** A small empty text input field.
- Specific Symbol:** A small empty text input field.
- Buttons:** "OK", "Cancel", "Clear", and "Help" are located at the bottom right.

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 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.

Subject	Values
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.

Subject	Values
Required	Yes
Validation	None
Destination	AP_INVOICES_ALL.GLOBAL_ATTRIBUTE1

GLOBAL_ATTRIBUTE3

Enter the import document number.

Subject	Values
Required	No
Validation	None
Destination	AP_INVOICES_ALL.GLOBAL_ATTRIBUTE3

GLOBAL_ATTRIBUTE4

Enter the import document date.

Subject	Values
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 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 1-5. 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: 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 1-3.
- 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 1-2.

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 input fields: "Context Value" with the text "Tax Information" and "Tax Origin" which is currently empty. To the right of the "Context Value" field is a button labeled "Additional Tax Information". At the bottom of the dialog box are four buttons: "OK", "Cancel", "Clear", and "Help".

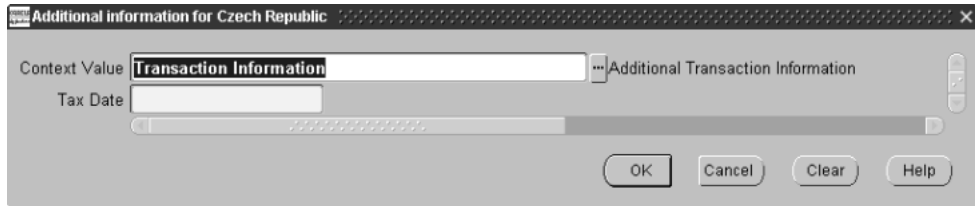
To enter additional tax information:

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:
 - Domestic
 - Export
 - 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.



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*

Entering Credit Transactions

When you enter a credit memo against a specific taxable transaction in the Credit Transactions window, you can also access this same globalization flexfield. When you navigate to the globalization flexfield in the Credit Transactions window, the Tax Date field is automatically populated with the value that you entered for the original transaction. You can choose to keep the automatically populated value or enter a new performance tax date in the Tax Date field.

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

Czech Export Tax Report

Czech Operations		Czech Export Tax Report				06-DEC-2002 10:12:00	
Functional Currency: CZK						Page: 1 / 1	
Tax Type : Value Added Tax							
Start Date :							
End Date :							
Tax Date From :							
Tax Date To :							
VAT Box Number	VAT Box Description	Document Number	Transaction Number	Tax Date	GL Date	Transaction Description	Taxable Amount
32	DPH 22% - prodej		9720043	03-SEP-2002	03-SEP-2002		18,266.20
			9720066	04-SEP-2002	04-SEP-2002		390,930.30
			9720082	07-SEP-2002	07-SEP-2002		270,000.00
			9720088	07-SEP-2002	07-SEP-2002		459,000.00
			9720083	07-SEP-2002	07-SEP-2002		15,300.00
32 Total							1,153,496.50
33	DPH 5% - prodej		9720064	04-SEP-2002	04-SEP-2002		1,040.00
			9720088	07-SEP-2002	07-SEP-2002		25,500.00
			9720065	04-SEP-2002	04-SEP-2002		11,988.00
			9720068	04-SEP-2002	04-SEP-2002		533,304.00
			9720082	07-SEP-2002	07-SEP-2002		21,600.00
			9720091	07-SEP-2002	07-SEP-2002		124,362.00
33 Total							717,794.00
*** 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 is an RXi report. The default attribute set displays taxable transactions grouped and totaled by VAT box numbers and VAT box description. You can copy this attribute set and customize the layout to suit your reporting needs.

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*

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 1-2.

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

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

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 1-3 and Defining Tax Information for Oracle Receivables on page 2-3.
- 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 for Oracle Receivables on page 2-3.
- 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

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

A

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, this table shows typical navigation paths for the windows in Oracle Financials for the Czech Republic:

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

B

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 these 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.

C

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*

D

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 shown in this table:

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 shown in this table:

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 table provides an example of 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	Control Numbers	Bank Account Digits Multiplied by Control Numbers
	10	
	5	
	8	
1	4	4
5	2	10
8	1	8
-		
	6	
	3	
	7	
3	9	27
2	10	20
1	5	5
4	8	32
1	4	4
5	2	10
1	1	1

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

$$\text{First part of account number: } 4 + 10 + 8 = 22$$

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

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

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

Second part of account number: $99 / 11 = 9$, 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

This table shows the electronic file content of the disk file header - UHL1.

Position	In this position...	Oracle Payables prints...
1-4	Report Type	<i>UHL1.</i>
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)

This table shows the electronic file content of the 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)

This table shows the electronic file content of the 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

This table shows the electronic file content of the 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 hellers 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)

This table shows the electronic file content of the 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)

This table shows the electronic file content of the 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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