# Oracle Fusion Cloud Financials

**Implementing Financials for EMEA**

**24B**

Oracle Fusion Cloud Financials
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24B

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# 1 Security

## Security for Country-Specific Features

For new implementations, you must assign the country-specific duty roles to your enterprise job roles or users to use the features specific to these regions.

You must assign custom roles based on the following country-specific duty roles to FSCM application and OBI application stripe. After assigning these custom roles you can view the country-specific reports on the Scheduled Processes page, and open the Parameters page of the selected process.

This table describes the duty roles for each region:

| Region | Duty Role | Role Code |
|---|---|---|
| Europe, the Middle East, and Africa (EMEA) | EMEA Financial Reporting | ORA_JE_EMEA_FINANCIAL_REPORTING_DUTY |
| Asia Pacific (APAC) | APAC Financial Reporting | ORA_JA_APAC_FINANCIAL_REPORTING_DUTY |
| Asia Pacific (APAC) | Enterprise Financial Data Export Management for China | ORA_JA_CN_ENTERPRISE_FINANCIAL_DATA_EXPORT_ONLY_FOR_CHINA_DUTY_OBI |
| Asia Pacific (APAC) | Golden Tax Management for China | ORA_JA_GOLDEN_TAX_MANAGEMENT_FOR_CHINA_DUTY_OBI |

# 2 Tax

## Manage Tax Reporting Configuration

## Global Tax Reporting

The global tax report processing feature provides a reporting solution for all countries to manage their tax reporting requirements.

For some countries in Europe, Middle East, and Africa (EMEA) , Oracle Fusion Cloud Financials for EMEA provides predefined reports, such as the Italian VAT registers and the Spanish VAT journals. For other countries, use the tax data models to create your required reports.

Use the global tax report processing feature to organize tax report data according to the requirements of your company and the tax authority. The EMEA reports use the Oracle Tax data models to retrieve tax transaction information based on your tax configuration setup.

Global tax reporting:

- Addresses your tax reporting requirements
- Processes your tax reports

### Addressing Your Tax Reporting Requirements

You can streamline your tax reporting with Oracle Financials for EMEA.

Use the global tax report processing feature to meet the following business needs of your EMEA countries:

- Report tax, such as VAT, based on the tax registration number associated with the legal reporting unit.
- Report tax, such as VAT, based on tax periods with tax calendars that are the same as or different from the accounting calendars.
- Select transactions for reporting based on a user-defined tax reporting date.
- Generate preliminary versions of tax reports in open tax periods to verify and correct data before finalizing the reports.
- Close the tax period by running the final reports to prevent updating or double reporting of transactions to the tax authorities.
- Provide separate sequential document numbering control for tax transactions using the tax registers.
- Report correction transactions to previously closed tax periods and issued tax declarations as newly entered transactions in the open tax period.
- Mark each transaction reported to the authorities with information identifying the submission period end date.
- Retain tax transaction history without affecting the performance of the current tax reporting purposes.

### Processing Your Tax Reports

The global tax report processing feature involves several broad user procedures.

Financial administrators and personnel must complete the following:

- Set up prerequisite information for tax reporting. For example, set up the tax reporting codes for the EMEA VAT tax reporting type, and associate the tax reporting type and tax reporting codes to the tax setup.

- Set up tax configuration details such as tax reporting entity and tax register.

- Enter report processing details for a transaction such as tax reporting date.

- Run the Select Transactions for Tax Reporting process to select all the accounted and unaccounted transactions to report within a tax period. You can run tax reports, general and country-specific, for unaccounted, accounted, and both unaccounted and accounted transactions. This helps you to run trial reports and make any corrections before submitting the final report to tax authorities. The selection is based on the tax registration number and tax reporting date, if you have completed the tax setup in Tax.

  **Note:** You must set up the tax reporting configuration before running the Select Transactions for Tax Reporting process.

- Run the preliminary versions of the tax reports.

- Run the Finalize Transactions for Tax Reporting process.

- Run the final or reprint versions of the tax reports.

*Related Topics*
- Considerations for Setting Tax Reporting Configuration Controls for VAT
- Example of Setting Up VAT Reporting
- Overview of Transaction Tax Reports

# Considerations for Setting Tax Reporting Configuration Controls for VAT

To process value-added tax (VAT) reports, set up tax reporting entities for the tax registration number associated with a legal reporting unit and tax regime.

When you run the selection process, each selected transaction is stamped with the tax reporting entity ID. You run VAT reports based on the tax reporting entity.

**Note:** Ensure that you define tax registrations for all legal reporting units with applicable VAT tax requirement.

You can configure your VAT reporting process by specifying the tax calendar for a tax reporting entity, threshold amounts, and VAT registers. The setup includes:

- Common Configuration: Associate the calendar defined for tax reporting to the combination of tax registration number, tax regime, and legal reporting unit. Select the tax registration numbers that you defined in Oracle Tax against legal reporting units and VAT tax regimes.

- Tax Registers: Record register information and associate it with a tax reporting entity to determine document sequences. Assign one or more document sequence names for each VAT register. The Italian VAT register reports use the VAT register information.

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## Common Configuration for VAT Reporting

Common configuration for VAT reporting helps you configure attributes common for all tax reporting entities like tax calendar, reporting threshold amount, and reporting sequence. The tax calendar makes use of accounting period types and calendars. The tax calendar is maintained independent of the accounting calendar to control tax periods for reporting transactions based on a tax point date.

Apply a single tax calendar to one, more than one, or all tax reporting entities within your organization. Set up a unified tax reporting period across a legal entity or single legal reporting unit to correctly apply transactions against their tax reporting dates. This helps to decide whether the transaction:

- Should be declared in the next tax return for the current open period as regular entries.

- Should be entered in the next tax return as corrections.

The following table describes the common configuration options for VAT reporting:

| Name | Description |
|------|-------------|
| Tax Calendar | Select the calendar to be associated to the tax reporting entity. |
| Threshold Amount | Enter the threshold amount specified for the legal entity or tax regime with tax transactions. If you leave this field blank, the application reports all tax transactions. Some countries like Spain report transactions or make declarations to the authorities if the amount exceeds a certain threshold value. |
| Enable Reporting Sequence | Select to enable report level sequence number while running the reports. For numbering transactions, print the document sequence number for the transaction or the report-specific sequence number. |

## Tax Registers for VAT Reporting

Define tax registers for a tax reporting entity, and assign a document sequence name to a combination of tax register and tax reporting entity. The application then selects transactions to report on a tax register based on the document sequence name assignment. Use this setup for Italy only.

*Related Topics*
- Example of Setting Up VAT Reporting

# Example of Setting Up VAT Reporting

This example demonstrates how you set up the appropriate tax registers for your organization in Italy to meet your tax reporting requirements.

Create a tax reporting entity for every unique combination of tax calendar, tax regime, and tax registration number.

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## Prerequisites

Here are a few tasks you must perform before setting up VAT reporting:

1. Set up legal entities and legal reporting units using the **Legal Entity Configurator** to represent your company and its offices. For example, set up Vision Italy as a legal entity.
2. Set up and maintain first-party tax profiles and tax registrations for your company's legal reporting units according to the tax regime. You can do this using Oracle Tax.
3. Set up the tax regimes for the taxes in each country and geographic region where you do business, and where a separate tax applies. For example, set up IT VAT as a tax regime for Italy. Enable the **Use tax reporting configuration** option on the first-party tax regime. This lets you enter tax reporting configuration details during tax registration setup for legal reporting units for these tax regimes.
4. Set up the tax and tax rates in Tax. You must define the tax with the reporting code enabled. EMEA lookup tax reporting codes, such as **VAT** and **Exempt**, are available as predefined tax reporting codes under the EMEA VAT Reporting Type.
5. Define tax reporting periods as accounting periods in Oracle General Ledger. For example, set up Accounting as an accounting period. The final reporting process maintains the tax reporting periods. If you use the same calendar for accounting and tax reporting, the application still maintains accounting periods independently from tax periods.
6. Specify document sequencing for tax transactions to use different transaction sequencing than reporting sequencing. Define document categories in General Ledger, Payables, and Receivables. Define document sequence names in General Ledger and assign them to document categories. For example, set up IT AX Payables as a document sequence name.

## Setting Up VAT Reporting

1. On the Manage Tax Registrations page, select **Legal Reporting Unit Tax Profiles** in the **Search For** field.
2. Enter Vision Italy in the **Legal Entity** field and click **Search**.
3. From the Search Results section, select Vision Italy.
4. On the Tax Registrations tab, select Vision Italy and then click **Create**.
5. On the Create Legal Reporting Unit Tax Registration page, enter these values:

| Field | Value |
|---|---|
| **Tax Regime Code** | IT VAT |
| **Registration Number** | 123456789 |

6. Click the Tax Reporting Configuration tab.
7. In the Common Configuration tab, enter these values:

| Field | Value |
|---|---|
| **Tax Calendar** | Accounting |
| **Enable tax registers** | Select |

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| Field | Value |
|---|---|
| **Enable reporting sequence** | Select |

8. Click the Tax Registers tab and click **Create** to add a row in the table.
9. Enter these values in the new row:

| Field | Value |
|---|---|
| **Register Type** | Purchase VAT |
| **Name** | Purchase VAT |
| **Start Date** | Current date |
| **End Date** | Blank |

Predefined tax register types are provided for Italy. These include Deferred VAT, Purchase VAT, Sales (self invoice and EU VAT), and Sales VAT.

10. Click **Create** in the Document Sequence table to add a new row.
11. Select **IT AX Payables** in the **Document Sequence Name** field.
12. Click **Save and Close**.

# Manage Tax Box Allocation Rules

## Tax Box Allocations

You are often required to submit tax returns in a format that groups taxable transactions by applying specific grouping rules defined by the tax authorities.

In most cases, the grouping rules for taxation are based on the location where the transaction took place, transaction type, tax rate, product type, and tax recovery.

Tax box allocation supports definition of tax grouping rules and complex tax reporting by providing transactional and accounting information, segregated by tax boxes.

Define two sets of rules to report periodic and annual allocations: periodic and annual.

You can:

- Define tax box allocation rules on two different levels to support specific needs.
- Share the rules across legal entities or define them for a specific legal entity.

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In most tax regimes, legal entities that reside within the same tax regime share the same set of tax grouping rules defined by the tax authorities. Tax box allocation provides you the flexibility to define tax box allocation rules once, and share them across legal entities.

For each tax reporting period, transactions are processed and based on the tax determining factors, tax box numbers are assigned to the transaction lines.

Tax box allocations support periodic and annual reporting. It enables you to separate:

- Purchase and sales transactions
- Recoverable and nonrecoverable taxes
- Domestic and foreign transactions
- Goods and services

Tax box allocation comprises of:

- Tax Box Allocation Rules
- Tax Allocation Process
- Tax Box Allocation Reports

## Tax Box Allocation Rules

Tax box allocation rules are user-defined rules. They set the correspondence between tax box number and a set of transaction attributes based on which tax or taxable amount is reported in the tax box.

A tax box represents a tax declaration cell in which tax or taxable amount is reported. It may also represent a group of transactions in tax registers or other tax reports.

## Tax Allocation Process

The Tax Allocation Process:

- Checks whether the tax box allocation rule condition is met
- Allocates applicable tax box numbers to taxable transactions
- Verifies whether the rules are defined at the legal entity or global level. If more than one rule is applicable to a transaction, all the rules are applied. However, all the applicable rules must be at the same level, either at the legal entity or global level. Rules at the:
    - Legal entity level are given higher precedence than the rules you define at the global level.
    - Global level are processed and applied only when no rules are defined at the legal entity level.

**Note:** Run the Tax Allocation Process for a period only after the Tax Reporting Selection Process is executed for the period.

## Tax Box Allocation Reports

Oracle Tax provides various generic reports that are associated with tax box allocations. These reports provide details on tax computation and tax returns.

The following reports are provided:

- Tax Allocations Listing Report

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- Tax Allocation Exceptions Report

- Tax Box Return Preparation Report

Run the Tax Box Return Preparation Report to list taxable and tax amounts grouped by tax declaration box numbers for periodic or annual allocations.

Run the Tax Allocation Listing Report and Tax Allocation Exceptions Report to:

- Verify the tax boxes allocated to the transaction lines

- Check the transaction lines that don't have any tax boxes allocated

*Related Topics*
- Tax Box Allocation Rules
- How You Use Tax Reporting Type for Tax Box Allocation Rules
- Example of Setting Up Tax Box Allocation Rules
- Generate Tax Returns Based on Tax Box Allocation Rules
- Tax Box Allocation Reports

# Tax Box Allocation Rules

Tax box allocation rules represent the association between tax determining factors and user-defined reporting categories called tax boxes.

Tax or taxable amount is allocated a specific tax box number based on tax determining factors and rules applied to transactions. This number is used for tax box reporting.

You can also define the tax box allocation rule to be used for annual allocations or periodic allocations by determining the reporting frequency for which the tax boxes are used. The possible values are Periodic and Annual. For the implementations with the same set of tax boxes for periodic and annual reporting and the same rules of their designation, create the tax box allocation rules with the Report Periodicity either **Periodic allocation** or **Annual allocation**. In this case the tax box allocation rules defined with the Report Periodicity **Annual allocation** becomes valid for periodic reporting and the other way around.

The following figure illustrates the steps involved in defining the tax box allocation rules for transactions. This involves defining the tax reporting type and codes, selecting the tax determining factors, defining the tax determining factor sets, defining tax condition sets, and finally creating the tax box allocation rules.

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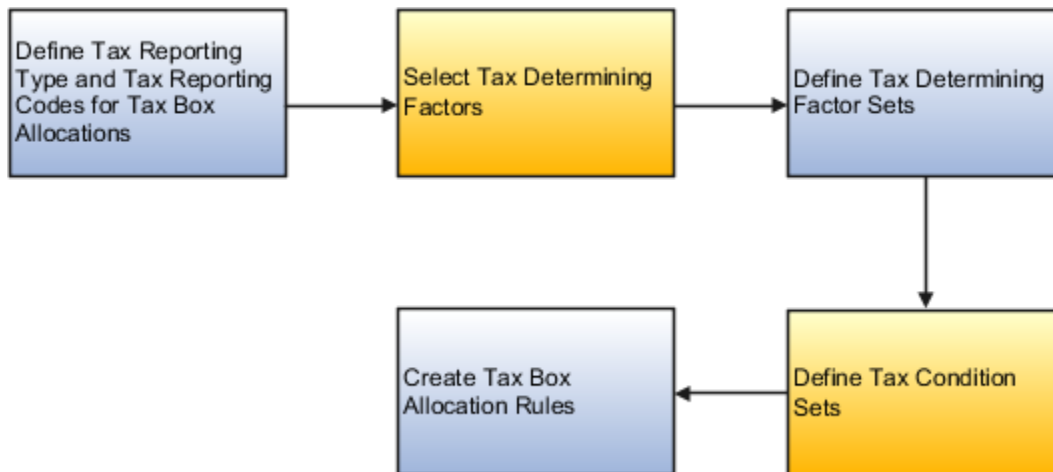
## Tax Reporting Type and Tax Reporting Codes

Tax reporting codes represent tax box numbers that are used in the tax box allocation rules. These tax reporting codes are assigned to taxable transactions.

Define tax box numbers as tax reporting codes. For example, assume you have to report recoverable tax amount to the tax authority. Therefore, define tax reporting type with tax reporting type purpose as tax box allocation. Create tax reporting code with box type as recoverable tax box, for example, 11 - Tax Recoverable Box.

## Tax Determining Factors and Tax Determining Factor Sets

Select the tax determining factors you want to use for defining tax box allocation rules. For our example, define tax box allocation rules that are based on the following tax determining factors:

- Country: Helps you determine the country from which goods are shipped and the country to which goods are shipped.
- Transaction Business Category: Helps you determine the type of transaction, such as purchase or sales transaction.

These tax determining factors together are called tax determining factor set.

## Tax Condition Sets

Assign the values to the tax determining factors. For our example, determine the recoverable tax amount on standard purchase invoices from Italy. Assign the following values to the tax determining factors:

- Ship-to Country = Italy
- Ship-from Country = Italy
- Transaction Business Category = Standard Purchase Invoice

## Tax Box Allocation Rules

Create the tax box allocation rules. For our example, create a rule that assigns the tax box 11 when the following conditions are met:

- Country from where the goods are shipped is Italy
- Country to which goods are shipped is Italy

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- Transaction type is a standard purchase invoice

*Related Topics*

# How You Use Tax Reporting Type for Tax Box Allocation Rules

Tax reporting type is used to specify the tax reporting codes. Tax reporting codes are tax box numbers used in the tax box allocation rules. These codes are assigned to taxable transactions.

For tax box allocation rules, use Tax Box Allocation as the tax reporting type purpose on the Create Tax Reporting Type page.

**Using Tax Reporting Type**

- To define tax reporting type that must be shared across several countries, leave the Country field blank.

- To restrict the usage of tax reporting type to just one country, enter the country name in the Country field.

Use the Tax Reporting Codes section to specify the tax box numbers that are used in the tax box allocation rules.

The following table explains the required fields for tax box allocation rules:

| Field | Description |
|---|---|
| Tax Reporting Code | Specify the tax box numbers that are assigned to the transactions, and used for reporting. |
| Amount Sign | Select a positive or negative sign to indicate whether the amounts must be displayed as positive or negative in the reports. |
| Box Type | Specify the type of tax box on which the tax box rule applies such as: <br><br> • Recoverable Taxable Amount <br><br> • Nonrecoverable Taxable Amount <br><br> • Recoverable Tax Amount <br><br> • Nonrecoverable Tax Amount <br><br> • Total Amount |

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*Related Topics*

# Example of Setting Up Tax Box Allocation Rules

Many European countries commonly record domestic purchase or sales transactions with a particular tax rate. They then report the transaction taxable and tax amounts to the tax authorities. They use a specific tax box according to the tax rate that applies to the transaction.

This example illustrates how to configure tax box allocation rules and allocate tax box numbers to domestic purchase transactions.

This table summarizes key decisions for this example:

| Decisions to Consider | In this example |
|---|---|
| Tax reporting codes | These factors determine the transactions that are reported:<br><br>• Country where you register your business for tax purposes<br>• Country of the suppliers with whom you do business<br>• Transaction type you want to report<br>• Tax rate applicable on the transactions |
| Tax condition set | These values must be assigned to the tax determining factors:<br><br>• Goods are shipped from and shipped to Italy<br>• Standard VAT rate applies to the goods<br>• Transaction is a purchase transaction |
| Tax box allocation rules | Define a rule that assigns tax box number 11 when these conditions mentioned are met. |

In this example, your company is registered in Italy for tax purposes, and does business with Italian suppliers. You must report the recoverable taxable amount for purchase transactions from Italian suppliers that are taxed on the standard VAT rate. The tax authority requires that you report these amounts using tax box number 11.

## Define Tax Reporting Codes

Use the Create Tax Reporting Type page to define tax boxes. Use these tax boxes to report the tax and taxable amounts of all eligible transactions to the tax authorities.

Perform these steps to create a tax reporting type:

1. Go to the Manage Tax Reporting Types page.
2. Click the **Create** icon.

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3. Enter the tax reporting type code and name.
4. In the **Tax Reporting Type Purpose** field, select **Tax box allocation**.
5. In the Tax Reporting Codes section, click the **Add Row** icon and then enter these values:

| Tax Reporting Codes | Description | Amount Sign | Box Type | Effective Start Date |
|---|---|---|---|---|
| 11 | Provide a description for the tax reporting code. | Plus | Recoverable taxable amount box | 1/1/70 |

## Define a Tax Determining Factor Set

Various Determining Factor Classes, such as Derived, Registration, and Geography, are used to define the tax determining factor sets.

Here's what you do to define a tax determining factor set:

1. Go to the Manage Tax Determining Factor Sets page.
2. Click the **Create** icon.
3. Enter the tax determining factor set code and name.
4. In the **Set Usage** field, select **Tax box allocation rule**.
5. Enter these values in the **Associate Tax Determining Factors** table:

| Determining Factor Class | Tax Class Qualifier | Determining Factor |
|---|---|---|
| Derived | | Tax Rate Name |
| Geography | Ship from | Country |
| Geography | Ship to | Country |
| Registration | Bill-from party | Registration Status |
| Transaction generic classification | Level 1 | Transaction Business Category |

## Define a Tax Condition Set

Tax condition sets help you map the Tax Determining Factor Set using specific values.

In this example, you provide specific values that are associated with the determining factors defined in the previous step.

Perform these steps to define a tax condition set:

1. Go to the Manage Tax Condition Sets page.
2. Click the **Create** icon.
3. Enter the tax condition set code and name.

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4. In the **Tax Determining Factor Set Code** field, select the tax determining factor set you defined earlier.
5. Enter these values in the **Tax Condition Set Details** table:

| Tax Determining Factor Class | Tax Class Qualifier | Tax Determining Factor Name | Operator | Value or From Range |
|---|---|---|---|---|
| Transaction generic classification | Level 1 | Transaction Business Category | Equal to | PURCHASE_ TRANSACTION |
| Registration | Bill-from party | Registration Status | Equal to | REGISTERED |
| Geography | Ship to | Country | Equal to | Italy |
| Geography | Ship from | Country | Equal to | Italy |
| Derived | | Tax Rate Name | Equal to | IT VAT STANDARD RATE |

## Define Tax Box Allocation Rules

Finally, you can define the tax box allocation rules. Use the tax reporting type and tax determining factor set you defined in the earlier steps.

Here's what you do to define tax box allocation rules:

1. Go to the Manage Tax Box Allocation Rule page.
2. Click the **Create** icon.
3. Enter these values in the Rule Details section on the Tax Determining Factors page:

| Field | Value | Notes |
|---|---|---|
| Configuration Owner | Global configuration owner | Decide whether you want to define rules globally or for a specific legal entity. |
| Tax Regime Code | IT VAT | |
| Tax | IT VAT | |
| Rule Code | TBA Domestic purchase rate | |
| Report Periodicity | Periodic allocation | |
| Rule Name | TBA Domestic purchase transaction | |

| Field | Value | Notes |
|---|---|---|
|  |  |  |
| Start Date | 1/1/70 |  |
| Tax Reporting Type |  | Select the name of the tax reporting type that you gave while defining tax reporting type. |

4. In the Tax Determining Factor Set section, select the tax determining factor set that you defined in the previous step as the **Code**.

   You can see the tax determining factor set details that you provided earlier in the Tax Determining Factor Set Details table.

5. Click **Next**.

   Use the Tax Condition Set page to associate the Tax Condition Set created in the previous step with the tax box allocation rule.

6. Select the **Tax Condition Set Code** that you specified while defining the tax determining factor set in the previous step.

7. Enter the **New Condition Set Order** as 1.

8. Click the **Selected Results** button.

   Select the tax boxes you defined while creating the tax reporting type. This action associates these tax boxes to the tax box allocation rule.

9. Select the **Enabled** check box.

10. Click **Save and Next**.

    Use the Rule Status and Order page to set the order of the tax box allocation rules.

11. Select the **Enabled** check box for the rules you want to apply.

    You can also enter new rule order for the tax box allocation rules you see, or leave the order unchanged.

12. Click **Submit**.

    Run the Tax Box Allocation process. It applies the tax box allocation rule to the invoice and assigns tax box number 11 to the invoice. You can review this using the Tax Allocation Listing Report.

*Related Topics*

- Tax Box Allocations
- Tax Box Allocation Rules
- How You Use Tax Reporting Type for Tax Box Allocation Rules

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# Manage Letter of Intent Limits for Italy

## Supplier Exemptions for Italy

In Italy, export transactions are exempted from value-added tax (VAT).

Companies classified as regular exporters have more input VAT than output VAT. They can request their suppliers to not charge VAT on transactions for export-related goods. Italian law lets you claim an exemption if you meet certain legal requirements.

These legal requirements are:

- Your regular exporter ratio is higher than 10 percent.

- The value of goods and services purchased without VAT charges is lower or equal to your exemption limit.

- You declare all export activities to your tax authorities.

The exemption limit is the total VAT exemption amount that a regular exporter can claim to its suppliers. A regular exporter can avoid purchasing and importing of goods and services without VAT up to the determined amount or ceiling. This exemption process is considered the Letter of Intent process.

For each year, the initial exemption limit is the sum of all reported export invoices of the previous year. You can allocate your yearly exemption limit among different suppliers. To each supplier:

- Send a Letter of Intent indicating the exemption amount.

- Request them not to charge tax when they send the invoices.

At the end of the year, if your total exempt purchases of goods and services is higher than your exemption limit, you incur administrative sanctions and penalties.

### Exemption Limit Types

Exemption limits are of two types:

- Annual: The exemption is manually calculated at the beginning of the year. The calculation is based on the sum of exemption limits for all the reported export invoices of the previous year. Companies can allocate the yearly exemption limit among different suppliers. Send Letters of Intent to each supplier that indicate the exemption amounts and request that they do not charge tax when they send the invoices.

- Monthly: The exemption is manually calculated at the beginning of each month. The calculation is based on operations in the previous 12 months. This method is used frequently by regular exporters as it allows for progressive increase of exports since it's calculated monthly.

Once exemption limits are defined for a legal entity, the exemption limit type cannot be changed during a calendar year.

Exemption limits can be adjusted during the year to:

- Reflect the increase or decrease in export activities.

- Changes in the VAT exemption amount as agreed with the tax authorities.

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## Exemption Process

The following outlines the steps in the process:

1. Define the exemption type and exemption limit for the legal entity and calendar year.
2. For a supplier, create and print a Letter of Intent specifying the limit. The Letter of Intent can also be suspended or revoked, and sent to the supplier requesting that the supplier charge VAT on invoices. An inactive letter can be returned into active status if needed.

   **Note:** A Letter of Intent can be created for a particular supplier site or for all sites. Define a Letter of Intent:
   a. Select the Manage Tax Exemptions task.
   b. Search for third-party tax profiles for which you want to define the Letter of Intent.

3. As a customer, receive and register the Letter of Intent. You can set the status of the letter to active, revoked, suspended, or inactive.

   **Note:** Register the Letter of Intent on a particular site or on all the sites.

4. Generate Letter of Intent registers and reports to track the exemption amount consumed by the suppliers.

# FAQs for Manage Letter of Intent Limits for Italy

## How do I apply exemption limits to invoices?

Create a tax reporting type and codes for exemption letters. Select Tax exemptions as the tax reporting type. When you create letters of intent, assign a letter of intent to each tax reporting type and code you defined.

At the invoice distribution level, assign a letter of intent number to all appropriate invoice lines. When you run the Letter of Intent reports, the report logic selects all invoices with the related tax reporting codes.

## Can I adjust the monthly limits once they're created?

Use the Adjust Exemption Limit dialog box to modify, add or subtract either the monthly exemption limit or annual exemption limit. For example, you want to reduce the current month limit by 25,000 EUR. Enter -25,000 in the Adjustment field.

The application subtracts 25,000 from the current month amount.

## What are the letter types for supplier exemptions for Italy?

To assign exemption limits to the supplier, enter a letter type in the Letter Type field.

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Here are the letter types you can use:

- **Exempted Amount**: Exemption letter with exemption limit printed.

- **Exempted Period**: Exemption letter with a date range.

- **Specific Operation**: Customs letter for a single transaction.

**Note:** The default type is **Exempted Amount**, which is the only type that also prints the exemption limit amount.

# 3 Receivables

## Reversals

## How Automatic Receipts Are Reversed

Use the Automatic Receipts Reversal process to identify the rejected settlements in a settlement batch and reverse the corresponding receipts. The process only reverses automatic receipts, not manual receipts.

### Settings That Affect Reversal of Automatic Receipts

Before you can reverse automatic receipts in a settlement batch, you must map the ISO rejection codes to a reversal category. This mapping is used to derive the reversal category for reversing the receipt.

Use the Manage Reversal Reason to Category Mappings setup task to map the ISO rejection codes with corresponding reversal categories.

### How Receipts are Reversed

When a bank can't process an automatic remittance of a record, the record is sent back for reversal. The returned record consists of two bank files:

- Reversal file - pain message 002.001.03. This message provides technical details of the reversals that are needed to reverse a receipt.

- Bank statement files CAMT-053.

The following steps outline the reversal process:

1. The Retrieve Funds Capture Acknowledgments process in Payments processes the pain message and sends information on the rejected receipts to Receivables.
2. The Automatic Receipts Reversal process receives the information on the rejected receipts and looks for the mapping between the rejection code and reversal category.
3. If a mapping exists for the rejection code, the corresponding receipt is reversed. If a mapping doesn't exist, the status of the corresponding receipt is set to Confirmed.
4. To reverse receipts that are set to Confirmed, you must define the mapping and run the Automatic Receipts Reversal process to reverse the corresponding receipts.

   **Note:** Reconciled receipts aren't reversed by the Automatic Receipts Reversal process. You must manually unreconcile the receipts before reversing them.

5. After the Automatic Receipts Reversal process completes, the Reversal Status Report is generated. Use the report to review the automatic receipt reversals processed in a settlement batch. The report displays details of the:

   - Receipts that are reversed along with the reversal reason
   - Receipts that aren't reversed and the reason they weren't reversed

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6. The report is automatically run after the Automatic Receipts Reversal process. However, you can also run the report manually.

*Related Topics*
- ISO Rejection Code Mapping to Reversal Categories
- How Settlement Batches Are Processed
- Overview of the Reversal Status Report

# ISO Rejection Code Mapping to Reversal Categories

To automatically reverse receipts in a settlement batch, you must map the ISO rejection codes to a reversal category. This mapping is used to derive the reason for reversing a receipt.

Use the Manage Reversal Reason to Category Mappings setup task to map the ISO rejection codes with the corresponding reversal categories.

## Configure ISO Rejection Codes as Reversal Reasons

Before you begin, ensure that the ISO codes appear in the **Reversal Reason** list on the Manage Reversal Reason to Category Mappings page. Define the ISO codes as lookups of the CKAJST_REASON lookup type.

To configure ISO rejection codes as reversal reasons:

1. Navigate to Setup and Maintenance.
2. Search for the Manage Receivables Lookups task.
3. Click the **Go to Task** icon.

   The Manage Receivables Lookups page appears.
4. Enter CKAJST_REASON in the **Lookup Type** box and click the **Search** button.
5. Click the **Add Row** icon that appears on the **Financials Generic Lookup Type: CKAJST_REASON** table.
6. Enter the ISO rejection code in the **Lookup Code** box.
7. Enter the meaning and description for the rejection code in the **Meaning** and **Description** boxes.
8. Click the **Enable** box so that the rejection code appears as the reversal reason on the Manage Reversal Reason to Category Mappings page.
9. Repeat steps 5 through 8 to configure other ISO rejection codes.
10. Click the **Save and Close** button when you complete configuring all the ISO rejection codes.

## Map Rejection Codes to Reversal Categories

To map the ISO rejection codes to reversal categories:

1. Navigate to Setup and Maintenance.
2. Search for the Manage Receivables Reversal Reason to Category Mappings task.
3. Click the **Go to Task** icon.

   The Manage Reversal Reason to Category Mappings page appears.
4. Click the **Add Row** icon.
5. Select the ISO rejection code from the **Reversal Reason** list.
6. Select the category from the **Reversal Category** list.

7. Click the **Enabled** box to enable the mapping between the reversal reason and reversal category.
8. Enter the **Payment Standard** identifier of the established standard associated with the reversal reason.
9. Repeat steps 4 to 8 to map other ISO rejection codes.
10. Click the **Save and Close** button when you complete mapping all the ISO rejection codes.

*Related Topics*
- How Automatic Receipts Are Reversed

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# 4 Submit Online VAT Reporting for Spain

## Overview

### Online VAT Reporting for Spain

Companies in Spain with an annual turnover of above 6 million Euros, can use the following feature to report VAT information to the Spanish tax authorities:

- Online VAT Reporting for Spain: electronically delivers VAT registers to the Spanish tax authorities.

- Online VAT Register Reporting Confirmation for Spain: reflects the acceptance status on the financial documents that are reported to the tax authorities.

You can also correct and resubmit the financial documents.

The following figure demonstrates the Online VAT Reporting process flow:

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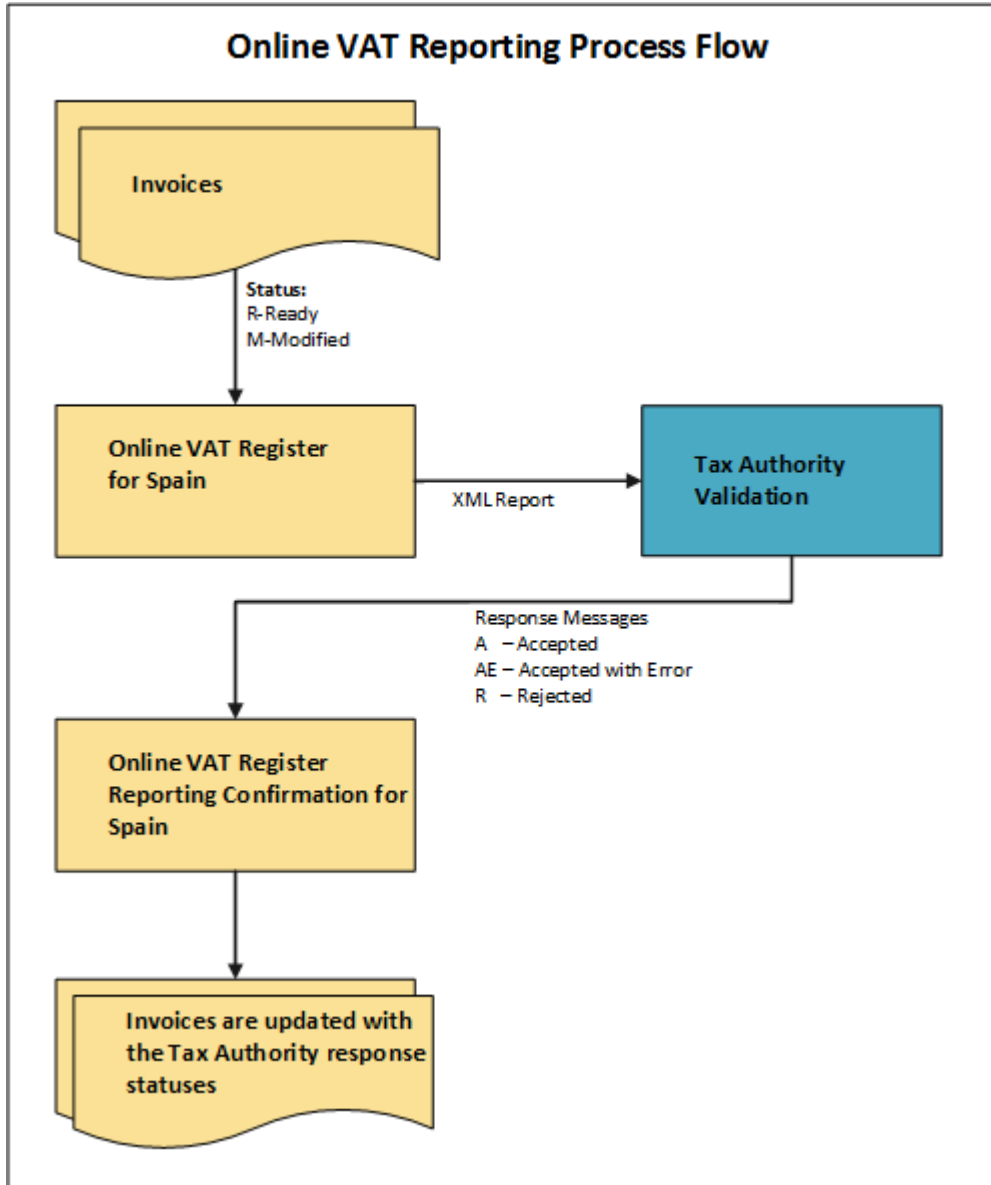
Online VAT Reporting for Spain lets you perform the following tasks:

- Specify mandatory reporting information that are specific to VAT reporting for Spain with additional regional fields.

- Create an XML file in a predefined format for reporting transactions.

- Update the transaction reporting status based on the confirmation message received from the Spanish tax authorities.

The following table explicates the various processes associated with the Online VAT Reporting for Spain feature:

| Process | Description |
| --- | --- |
| Online VAT Register Reporting for Spain | Creates XML files for the following registers: |

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| Process | Description |
|---|---|
| | • Issued invoices<br>• Received invoices<br>• Selected Intra-EU transactions<br>• Payments<br>• Receipt collections |
| Online VAT Register Reporting Confirmation for Spain | Updates transactions with the response message details |
| Annual Online VAT Reporting for Spain | Creates XML files for the Cash Collection register. |
| Annual Online VAT Response for Spain | Updates customer accounts and sites that were reported to the tax authority with the corresponding confirmation information. |
| Annual Online VAT Investment Goods Register Reporting for Spain | Creates XML files for the Investment Goods register. |

# Tax Setup for Spain

## How You Assign a Transaction Type for Online VAT Reporting

Assign a transaction type to your transactions that are used for online VAT reporting in Spain using the document fiscal classification. The document fiscal classification is used to capture the mandatory tag Document Type.

You can select a value from a set of new document fiscal classification values during transaction entry at the header level for both Payables and Receivables. You can also use this value in your import spreadsheets for both Payables and Receivables if you create your transactions through import.

The following table lists the values of document fiscal classification:

| Code | Meaning |
|---|---|
| ORA_F1 | Invoice |
| ORA_F2 | Simplified invoice or ticket |
| ORA_R1 | Rectification invoice- art.80 three LIVA- tender |
| ORA_R2 | Rectification invoice- art.80 three LIVA- bad debts |
| ORA_R3 | Rectification invoice- rest art. 80 one and two |

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| Code | Meaning |
|------|---------|
|      |         |
| ORA_F3 | Invoice issued instead of invoiced and declared simplified invoices |
| ORA_F4 | Summary journal of invoices |
| ORA_F5 | Imports |
| ORA_F6 | Other accounting transactions |

**Note:** The first two characters of the meaning are used in the corresponding block of the XML message. If you don't enter a value, the record is rejected.

*Related Topics*
- Online VAT Reporting for Spain

# Associate Tax Reporting Codes to Tax Rates

Tax reporting types and codes are a part of setting up the Online VAT Reporting for Spain feature.

**Note:** The values are predefined in the application after you complete the setup. You can then associate the codes to your tax rates to perform online VAT reporting.

## Tax Reporting Type
The tax reporting type ORA_JE_SII_TAX_GROUP is predefined in the application.

## Tax Reporting Codes
The following table lists the tax reporting codes that are predefined in the application:

| Tax Reporting Code | Description |
|--------------------|-------------|
| ORA_NS | Not Subject |
| ORA_S1 | Subject Not Exempt |
| ORA_S2 | Subject Not Exempt Reverse Charge |
| ORA_SE | Subject Exempt |

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## Associating Tax Reporting Codes with Tax Rates

To associate tax reporting codes with tax rates, do the following:

1. Navigate to the **Setup and Maintenance** work area.
2. Search for the **Manage Tax Rates and Tax Recovery Rates** task.
3. On the **Manage Tax Rates and Tax Recovery Rates** page, search for the tax rate.
4. On the **Tax Reporting Code** tab, select the tax reporting code.
5. Select **ORA_JEES_SII_TAX_GROUP_TYPE** as the **Tax Reporting Type**.
6. Click **Submit**.

*Related Topics*
- Online VAT Reporting for Spain

# Define Tax Exemptions

Online VAT Reporting has specific requirements for reporting tax exemptions, which are applied to your supplier and customer invoices.

## Prerequisites

The following table describes the navigation of the setup items associated with tax exemptions: Ensure that the **Allow tax exemptions** option is selected for the following setup items before you define tax exemptions.

| Setup Item | Navigation | Allow Tax Exemptions |
|---|---|---|
| Tax regimes | Navigator> Setup and Maintenance> Manage Tax Regimes | Yes |
| Taxes | Navigator> Setup and Maintenance> Manage Taxes | Yes |
| Tax rates | Navigator> Setup and Maintenance> Manage Tax Rates and Tax Recovery Rates | Yes |
| Tax statuses | Navigator> Setup and Maintenance> Manage Tax Statuses | Yes |

## Define Tax Exemptions

You can define tax exemptions either at the third party or the third-party site level. To define tax exemptions, do the following:

1. Provide a **Party Name** for your third party. The third party can either be a supplier or a customer.
2. In the **Exemption Information** section, enter the **Tax Regime Code**, **Configuration Owner**, and **Start Date**.
3. In the **Exemption Type and Percentage** section, enter the **Exemption Percentage**.

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> **Tip:** Enter **100** as the **Exemption Percentage** if the transactions are fully exempt from taxes.

4. Provide additional information as applicable for the third party.

*Related Topics*
- Online VAT Reporting for Spain
- Associate Tax Reporting Codes to Tax Rates

# Set Up Receivables for Write-off and Cash Collections

This example demonstrates how to define an activity with the adjustment type that is to be reserved for collection write-offs.

Perform the following steps to define the activity:

1. On the **Setup and Maintenance** work area, search for the **Manage Receivables Activities** task.
2. Click **Create**.
3. On the Manage Receivables Activities page, complete the fields as shown in the following table:

| Field | Value |
|---|---|
| Business Unit | Vision Spain |
| Name | Write off for ES Online VAT |
| Activity Type | Adjustments |
| GL Account Source | Activity GL account |
| Activity GL Account | Enter the account you want to use |
| Tax Rate Code Source | None |

You must define the receipt method for cash collections before you report the annual cash collections.

## Set Up Receipt Method for Cash Collections

Perform the following steps to set up the receipt method for cash collections:

1. On the **Setup and Maintenance** work area, search for the **Manage Receipt Classes and Methods** task.
2. Click **Edit**.

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3. Enter values in the fields as shown in the following table:

| Field | Value |
|---|---|
| Regional Information | Online VAT Reporting for Spain |
| Cash Collections | Yes |

All receipts that you enter through this method are now selected for cash collections reporting.

*Related Topics*
- Define Deferred Tax Rules and Rates
- Define Period Tag

# Define Deferred Tax Rules and Rates

The Online VAT reporting feature to report transactions requires payments for transactions with deferred tax rates. Define your tax rules and rates for deferred tax to ensure that you meet the tax requirements.

**Prerequisites**

To define ES VAT STANDARD DEF RATE in the application:

1. Navigate to the Manage Tax Rules page.
2. Enter the values as displayed in the following table:

| Field | Value |
|---|---|
| Determine Tax Rate Rules | ES VAT STANDARD DEF TAX RATE |
| Rule Code | ES VAT STANDARD DEF RATE |

3. In the **Tax Condition Set** tab, enter **Tax Conditions ES STD DEF RATE** for **ES VAT STANDARD DEF TAX RATE**.

To set up ES VAT STANDARD DEF RATE:

1. From the **Setup and Maintenance** work area, search for the Manage Tax Rates and Tax Recovery Rates page.
2. Click the **Tax Condition Set** tab, and enter data in the following fields:
   - **Tax Determining Factor Class**
   - **Tax Determining Factor Name**
   - **Operator**
   - **Value for From Range**
3. Click **Submit**.

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*Related Topics*
- Online VAT Reporting for Spain
- Define Period Tag

# Define Period Tag

The Period tag is a mandatory field in the Online VAT Reporting Received Invoices template.

Use either the Payables Invoice Date or the Payables Invoice Accounting Date to determine the period value for an invoice.

## Enable Period tag

To enable the Period tag, perform the following steps:

1. On the **Setup and Maintenance** work area, search for the **Manage Standard Lookups** task.
2. In the **Lookup Type** field, search for **ORA_JEES_SII_AP_PERIOD_OPTION**.

   > **Note:** The Payables Invoice Date is enabled by default. You must enable only one value at a time.

*Related Topics*
- Online VAT Reporting for Spain

# Transaction Numbering Setup

## Set Up Transaction Numbering

Transaction numbering consists of the following setups:

- Document sequence setup
- Delimiter setup

## Set Up Document Sequence

Create all transactions with a sequence name and number to comply with the country tax reporting requirements. Use the standard document sequencing feature to meet this requirement. To implement the standard document sequencing feature for all or part of the issued invoices, you must complete the document sequence setup for Receivables.

> **Tip:** Select the **Copy document number to transaction number** option for the transaction source to use the document sequence name and number for your transaction numbering through standard functionality in any of your batch sources. If you want to report transactions numbers that are created by the third-party transaction source, don't select the **Copy document number to transaction number** option for the transaction source.

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To define the document sequence for Receivables, do the following steps:

1. On the **Setup and Maintenance** work area, search for the **Manage Transaction Sources** task.
2. Click **Edit**. The Edit Transaction Source page opens.
3. In the **Source Defaults** section, select the **Copy document number to transaction number** option, and click **Save**.

You can also define document sequences for your Payables invoices on the Manage Document Sequences page. However, you can't submit these values to the tax authorities.

**Note:** Transaction numbers are defined as a document sequence name, followed by a delimiter and the document sequence number. You can define the character for the delimiter by using the ORA_JEES_SII_DELIMITERS lookup type.

## Set Up Delimiter

To create transaction numbers using the document sequence name and number, do the following:

1. From the **Setup and Maintenance** work area, navigate to the Manage Standard Lookups page.
2. In the **Lookup Type** field, search for **ORA_JEES_SII_DELIMITERS**.

Ensure that you have enabled only one of the following delimiter values:

- ORA_ASTERISK
- ORA_COLON
- ORA_COMMA
- ORA_FORWARD_SLASH
- ORA_HYPHEN
- ORA_PERIOD
- ORA_PIPE
- ORA_SEMICOLON
- ORA_SPACE
- ORA_UNDERSCORE

**Note:** The delimiter setup doesn't impact the format of the transaction numbers created by the third party system for the imported invoices.

*Related Topics*
- Online VAT Reporting for Spain

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# Suppliers and Customers

## Define Taxpayer Identifiers and Tax Registration Numbers for Suppliers and Customers

You can enter taxpayer ID and tax registration number for your suppliers and customers.

### Suppliers

Perform the following tasks to enter taxpayer ID and tax registration numbers for your suppliers:

1. Navigate to the Manage Suppliers page.
2. Click **Create**.
3. On the Create Supplier page, enter values for the fields that are listed in the following table:

| Field | Value |
|---|---|
| Supplier | Enter the name of the supplier |
| Business Relationship | Spend Authorized |
| Tax Organization Type | Corporation |
| Tax Country | Spain |
| Tax Registration Number | Enter a tax registration number that you want to apply to the supplier. |
| Taxpayer ID | Enter a taxpayer ID that you want to apply to the supplier. |

You can only enter the Taxpayer ID for the party level, and use it for registration numbers, such as taxpayer ID, passport number, and country official document number. You can enter the Tax Registration Number at party and party site tax profile or tax registration levels. For Tax Registration Number retrieval Party site level takes precedence over party level whereas tax registration level has precedence over tax profile level. You can enter the tax registration number at the tax registration level only if the supplier is a company in Spain. If the supplier is not a company in Spain, you must enter the tax registration number at the tax profile level.

If the supplier is registered in a country that is outside the European Union, select **Online VAT Reporting for Spain** as the **Regional Information**, and **Passport number** as the **Code** on the supplier site page. You can enter the Taxpayer ID type at either the site or the party level. If the taxpayer ID type is entered at both levels, the site level takes precedence.

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## Customers

Perform the following tasks to enter taxpayer ID and tax registration numbers for your customers:

1. Navigate to the Manage Customers page.
2. Click **Edit**.
3. On the Edit Customer page, enter the **Taxpayer Identification Number**. You can enter the tax profile and tax registration for the customer party or party sites or both.

For Intra-EU customers, enter the tax registration number at the party tax profile for the customer party or account site. If the customer is registered in a country that is outside the European Union, select **Online VAT Reporting for Spain** as the **Regional Information**, and **Passport number** as the **Code** on the customer site page. You can enter the Taxpayer ID type at either the site or the party level. If the taxpayer ID type is entered at both levels, the site level takes precedence.

*Related Topics*
- Online VAT Reporting for Spain

# Associate Additional Special Regimes to Invoices

You can associate multiple added special regimes to your invoices.

To associate 01 as the primary special regime and 02 as the added special regime:

1. On the **Setup and Maintenance** work area, search for the **Manage Standard Lookups** task.
2. In the **Lookup Type** field, search for **ORA_JEES_ISS_SPECIAL_REGIME** or **ORA_JEES_REC_SPECIAL_REGIME**.
3. Use this format:

| Lookup Code Format | Example |
|---|---|
| Primary Special Regime, Additional Special Regime 1, Additional Special Regime 2 | 01,02,03 |

**Note:** If you create your transactions using import, you can also enter these values in your import spreadsheets for both Payables and Receivables.

*Related Topics*
- Online VAT Reporting for Spain

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# Accounts Payable

## Online VAT Reporting for Supplier Invoices

Supplier invoices consist of mandatory and optional information. Enter the following mandatory information for each supplier invoice:

- Document Fiscal Classification: Enter a unique value in the **Invoice Header** section.

- Description: Enter a description for the supplier invoice.

- Regional Information: Enter **Online VAT Reporting for Spain**. The transaction can be reported through the Online VAT Reporting for Spain process when you associate this context to the transaction.

- Transaction Status: Select **Ready**. A null value is also considered as ready for submission for a new transaction.

- Special Regime: Select one of the predefined values, or enter a new value.

You can also enter the following optional information for the global descriptive flexfields:

- Third Party Invoice: Enter **Yes** or **No**. The default value is No.

- Intra-EU Declared Key: Enter **R** or **D** depending on the application. R stands for Sender, and D stands for Declarer.

- Intra-EU Subtype: Enter **A** or **B** to classify the transaction for the Special Intra-EU Transactions register. The default value is Null. If you enter values in both the Intra-EU Declared Key and Intra-EU Subtype fields, the transaction is selected for Special Intra-EU Transactions register.

- Invoice Recording Date: Enter a date in this field to override the invoice accounting date value printed in the XML message. If the field is left blank, the invoice accounting date is printed for your Payables invoices.

- Document Type Override: Select the appropriate value in this field to change the invoice type of your invoice. The Document Type Override field lists the same values that are listed in document fiscal classification. The XML message prints the value entered in this field for the corresponding invoice.

- Last Document Number of Summary Invoice: Enter a value if the document type ID is F4. Enter the first invoice number of the summary invoice in the Invoice Number field and the last invoice number in this field.

- Date Transaction Performed: Enter a value if you want to use a different date.

- Reporting Period: Enter a period to change the period calculated from the invoice date or accounting date based on the value you have assigned through the lookup. You can enter any calendar periods from this list: 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, and 12.

**Note:** Don't change the value in the **Regional Information** field after it's set to **Online VAT Reporting for Spain**. If you change the context value, you can't report this transaction through the online register process.

After you have entered the value, validate and account the supplier invoice.

*Related Topics*
- Online VAT Reporting for Spain

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# Create Rectification Invoices

You can submit the rectification invoices for invoices that you have already submitted to the tax authority. You can create and submit a rectification invoice using either of these methods:

- Substitution
- Rectification

## Creating a Rectification Invoice by Substitution

You can create an invoice that substitutes the original invoice. To create an invoice by substitution:

1. Navigate to **Invoices** from **Payables**, and create an invoice. You must report the original invoice details for the substitute invoice.
2. In the **Regional Information** field, enter **Original Invoice Number**.
3. Select **S** as the **Rectification Type**.
4. Cancel the original invoice or reverse all invoices lines of the original invoice.

## Creating a Rectification Invoice by Rectification

To create an invoice by rectification:

1. Create a credit memo transaction and associate one of the rectification types, such as R1.
2. Enter **I** as the **Rectification Type**. I stands for difference.

*Related Topics*
- Online VAT Reporting for Spain
- Retroactive Reporting

# Accounts Receivable

# Online VAT Reporting for Transactions

Transactions selected for reporting VAT consist of mandatory and optional setups.

Perform these mandatory steps for each transaction:

1. In the **Document Fiscal Classification** field, enter a unique name in the **Transaction Header** section.
2. Enter a **Description** for the transaction.
3. In the **Regional Information** field, select **Online VAT Reporting for Spain**. You can now report this transaction through online VAT submission.

   **Note:** Do not change the value in the **Regional Information** field once it is set to **Online VAT Reporting for Spain**. If you change the context value you cannot report this transaction through the online register process.

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4. From the **Transaction Status** field, select **Ready**. A null value is also considered as ready for submission for a new transaction.
5. In the **Special Regime** field, select one of the predefined values, or enter a new value.
6. Enter the optional information for these global descriptive flexfields:
   a. **Third Party Invoice**: Enter **Yes** or **No**. No is the default value.
   b. **Intra-EU Declared Key**: Enter **R** or **D** depending on the application. R stands for Sender, and D stands for Declarer.
   c. **Intra-EU Subtype**: Enter **A** or **B** to classify the transaction for the Special Intra-EU Transactions register. The default value is Null. If you enter values in both the Intra-EU Declared Key and Intra-EU Subtype fields, the transaction is selected for Special Intra-EU Transactions register.
   d. **Document Type Override**: Select the appropriate value in this field to change the invoice type of your invoice. The Document Type Override field lists the same values that are listed in document fiscal classification. The XML message prints the value entered in this field for the corresponding invoice.
   e. **Last Document Number of Summary Invoice**: Enter a value if the document type ID is F4. Enter the first invoice number of the summary invoice in the Invoice Number field and the last invoice number in this field.
   f. **Property Location**: Select the location from the list of values if the transaction is for rental property.
   g. **Date Transaction Performed**: Enter a value if you want to use a different date.
   h. **Reporting Period**: Enter a period to change the period calculated from the invoice date or accounting date based on the value you have assigned through the lookup. You can enter any calendar periods from this list: 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, and 12.

**What to do next**

After you have completed the setup, validate and account the transactions.

*Related Topics*
- Online VAT Reporting for Spain
- Retroactive Reporting

# How can I write off remaining balances for Receivables?

After creating a Receivables activity for write-offs, you can write off any remaining balance through a specific type 03 adjustment.

You can use the type 03 adjustment for uncollected or unpaid limit tax date or mandatory tax date due to bankruptcy. You must update the Adjustment Record to **Submitted** to avoid multiple submissions of the same adjustment.

*Related Topics*
- Online VAT Reporting for Spain

# How You Create Rectification Transactions

You can submit the rectification transactions for invoices that you have already submitted to the tax authority.

You can create and submit a rectification transaction using either Substitution or Rectification method.

## Create a Rectification Transaction by Substitution

You can create a transaction that substitutes the original transaction.

To create an invoice by substitution, follow these steps:

1. Navigate to **Billing** from **Receivables**, and create a rectification transaction. Mark the transaction as R1 to R5 according to the document fiscal classification.
2. Enter **Original Invoice Number** in the **Regional Information** field.
3. Select **S** as the **Rectification Type**.
4. Credit the original transaction.
5. Select **On Hold** for the Credit Memo to avoid reporting a duplicate rectification.

## Creating a Rectification Transaction by Rectification

Create a credit memo to create a transaction by rectification. You can use any of these methods to create a transaction by rectification:

- Method 1:

    a. Create a credit memo, and apply it to the transaction you want to rectify.
    b. Assign one of the rectification codes from R1 to R5 to the credit memo transaction.
    c. Your credit memo is submitted with the rectification type codes.

- Method 2:

    a. Select the original transaction, and click the **Credit Transaction** option.
    b. The details of the matched transaction including the transaction type from Document Fiscal Classification is inherited. You cannot update the transaction.
    c. Your credit memo is submitted with the transaction type of the original transaction. The default value of the **Rectification Type** is **I** but you can change the value in the **Document Type Override Regional Context** field.


*Related Topics*
- Online VAT Reporting for Spain


# Submit Online VAT Reporting for Spain - Addition

Use the Online VAT Reporting for Spain process to report VAT online.

Use **Addition** as the **Communication Type** to report new transactions, which are in the **Ready** or **Null** status, for tax reporting. You can submit the Online VAT Reporting for Spain process daily, every other day, or multiple times a day.

Complete these steps to submit Online VAT reporting for Spain:

1. Navigate to the **Scheduled Processes** work area, and submit the **Online VAT reporting for Spain** process.

2. On the **Process Details** dialog box, enter the parameters in this table:

| Field | Value |
|---|---|
| Tax Registration Number | Enter the tax registration number. |
| Currency | Select your reporting currency. The default value is the ledger currency of the primary ledger.<br><br>**Note:** The Reporting/Secondary Ledger Name is activated only if the currency is NOT the ledger currency. |
| Register Type | Select any of these register types:<br><br>○ Issued invoices register<br>○ Received invoices register<br>○ Intra-EU invoices register<br>○ All |
| From Date | Select a date. |
| To Date | Select a date. |
| Communication Type | Select **Addition**. |
| Selection Mode | Select one of these options:<br><br>○ **Review**: To verify your report before submission.<br>○ **Report**: To submit your report directly. |

This table displays the processes that are submitted depending on the register selected as the parameter:

| Register Name | Processes Submitted | Entities Updated After Submission |
|---|---|---|
| Issued Invoices Register | Invoices for the Issued Invoices Register | Receivables Invoices |
| Issued Invoices Register | Collections for the Received Invoices Register | Receipt Applications |
| Received Invoiced Register | Invoices for the Received Invoices Register | Payables Invoices |
| Received Invoiced Register | Payments for the Received Invoices Register | Payment Applications |
| Selected Intra-EU Transactions Register | Selected Intra-EU Transactions Register | Receivables and Payables Invoices |

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| Register Name | Processes Submitted | Entities Updated After Submission |
|---|---|---|
|  |  |  |

Use the Online VAT Reporting for Spain process to perform these actions:

- Select Issued Invoices Register as the Register Type. The process then selects the AR transactions in the modified status and generates an output file in a predefined format for the register type. The process also initiates payments message creation for any payments corresponding to deferred tax transactions in the selected date range.

- Select Review as the Selection Mode to get XML messages for your review. These messages indicate the review only status, and must not be submitted to the tax authority.

- Select Report as the Selection Mode so that the XML messages are created for submission. These messages are submitted to the tax authority. The transactions and payment applications are also updated as submitted. The transaction status is updated as submitted.

- Update the transactions you have modified by updating transaction status at header level as Modified. You can correct the data on the transactions, save the transaction and then submit the Online VAT Reporting for Spain process in Modified mode. If you do not want to submit a transaction that is returned by tax authorities, change the transaction status to **On Hold** to prevent the transaction from being submitted when you run the process.

*Related Topics*
- Online VAT Reporting for Spain

# Submit Online VAT Reporting for Spain - Modified

You can use the process to report modifications on your already submitted records. Transactions with 'M: Modified' status are selected and processed. Submit any time after you assign 'M' status to several transactions and when you want to report these modifications to the Tax Authority.

Use **Addition** as the **Communication Type** to report new transactions, which are in the **Ready** or **Null** status, for tax reporting. You can submit the Online VAT Reporting for Spain process daily, every other day, or multiple times a day.

Complete these steps to submit Online VAT reporting for Spain:

1. Edit the transaction that you want to modify.
2. Update Transaction Status at header level as 'M' (Modified).
3. Do other allowed changes on your transaction. For example, you may want to correct invalid tax registration number for your customer.
4. Save the transaction.
5. Repeat similar changes on all transactions that you want to re-submit.
6. Submit Online VAT Reporting for Spain in the 'Modified' mode.
7. On the **Process Details** dialog box, enter the parameters in this table:

| Field | Value |
|---|---|
| Legal Entity or First Party TRN | Enter the Legal Entity or First Party TRN (LoV lists LEs associated to the Ledgers that you have the access to). |

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| Field | Value |
|---|---|
| Reporting Currency | Select your reporting currency. The default value is the functional currency of the primary ledger.<br><br>**Note:** The Reporting/Secondary Ledger Name is activated only if the currency is NOT the ledger currency. |
| Register Type | Select any of these register types:<br><br>○ Issued invoices register<br>○ Received invoices register<br>○ Intra-EU invoices register<br>○ All |
| From Date | Select a date. |
| To Date | Select a date. |
| Transaction Status | Select **Modified** for reporting the modifications to transactions that are already submitted. |
| Selection Mode | Select one of these options:<br><br>○ **Review**: To verify your report before submission.<br>○ **Report**: To submit your report directly. |

Use the Online VAT Reporting for Spain process to perform these actions:

- If Register Type is **Issued Invoices Register**, the process selects AR transactions that have **M (Modified)** status and generates an output file in a predefined format for this register type. The process also initiates payments message creation for any payments corresponding to deferred tax transactions in the selected date range.

- If the Selection Mode is **Review**, the XML messages are created for your review. These messages indicate review only status and should not be submitted to the Tax Authority.

- If the Selection Mode is **Report**, the XML messages are created for submission. These messages are submitted to the Tax Authority. The transactions and payment applications are updated as submitted if the Selection Mode is **Report**.

The transactions and payment applications are updated as submitted if the Selection Mode is 'Report'.

Transaction Status (GDF) is updated as 'S' (Submitted)

Date Last Updated is updated with the system date.

This table shows the processes that are submitted depending on the register selected as parameter:

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| Register Name | Processes Submitted | Entities Updated After Submission |
|---|---|---|
| Issued Invoices Register | Invoices for the Issued Invoices Register | Receivables Invoices |
| Issued Invoices Register | Collections for the Received Invoices Register | Receipt Applications |
| Received Invoiced Register | Invoices for the Received Invoices Register | Payables Invoices |
| Received Invoiced Register | Payments for the Received Invoices Register | Payment Applications |
| Selected Intra-EU Transactions Register | Selected Intra-EU Transactions Register | Receivables and Payables Invoices |

# How to Exclude Transactions from Immediate Submission

If you want to postpone submission of a transaction (which is in Ready status), query the transaction and edit it.

Follow tese steps:

**Here's what to do**

- Change **Transaction Status** as **O** (On hold).
- After you decide that the transaction is ready for submission, edit the transaction again.
- Change **Transaction Status** as **R** (Ready).

# How to Mark a Transaction for Reporting Directly

You can mark a transaction (in Ready status) for reporting directly.

To mark a transaction (in Ready status) for reporting manually through the Tax Authority web site, follow these steps:

1. Query the transaction and edit it.
2. Change **Transaction Status** as **D** (Directly Reported).

   **Note:**  After you report the transaction, DO NOT CHANGE submission status. If your reporting isn't successful, you must follow up exclusively for such transactions.

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# Submit Online VAT Reporting Confirmation for Spain

When the response messages are received, they are uploaded for confirmation processing. Each message is assigned a unique ID.

To start the confirmation, follow these steps:

1. Submit **Online VAT Confirmation for Spain** process.
2. Enter the confirmation message identifier that's assigned to the response message using the corresponding parameter. For example, if the confirmation message is for transactions in Issued Invoices Register, enter the identifier in 'Response for Issued Invoices' parameter.
3. Refer to Appendix 1 – How to Upload Confirmation Response Messages for technical details related to uploading the confirmation message. Note: You can only enter the value in one of the above parameters for a single submission.
4. Submit the process.

   The file contains all information that's necessary to process the submitted records.

   If the submission was for 'Issued Invoices Register', the confirmation file is processed as follows:

   For a record, if the tax authority status is accepted, the corresponding transaction header is updated as:

   Tax Authority Status: 'A' (Accepted)

   Date Last Updated: (System date)

This table explains invoice status and tax authority status variations

| Invoice Transaction (I) Receipt/Payment (P) | Tax Authoritty Status A: Accepted AE: Accepted with Errors R: Rejected | Process Details |
|---|---|---|
| I | A | Transaction/Invoice Header: Tax Authority Status is updated as 'A'. Date Last Updated is updated with system date. |
| P | A | Receivable Application/Invoice Payment: Tax Authority Status is updated as 'A'. Date Last Updated is updated with system date. |
| I | AE | Transaction/Invoice Header: Tax Authority Status is updated as 'AE'. Date Last Updated is updated with system date. Message Code and Message Description are updated with the message information in the return file record. |
| P | AE | Receivable Application/Invoice Payment: Tax Authority Status is updated as 'AE'. Date Last Updated is updated with system date. Message Code and Message Description are updated with the message information in the return file record. |
| I | R | Transaction/Invoice Header: Tax Authority Status is updated as 'R'. |

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| Invoice Transaction (I) Receipt/Payment (P) | Tax Authoritty Status A: Accepted AE: Accepted with Errors R: Rejected | Process Details |
|---|---|---|
| | | Date Last Updated is updated with system date. Message Code and Message Description are updated with the message information in the return file record. |
| P | R | Receivable Application/Invoice Payment: Tax Authority Status is updated as 'R'. Date Last Updated is updated with system date. Message Code and Message Description are updated with the message information in the return file record. |

The Response XML message sent by the Tax Agency contains the list of accepted invoices, accepted with errors and rejected together with the expression of the reason why they aren't accepted or rejected with errors.

Here's a sample section:

```
</siiR:Cabecera>
 <siiR:EstadoEnvio>Correcto</siiR:EstadoEnvio>
 <siiR:RespuestaLinea>
 <siiR:IDFactura>
 <sii:IDEmisorFactura>
 <sii:NIF>XXXXXXXXX</sii:NIF>
 </sii:IDEmisorFactura>
 <sii:NumSerieFacturaEmisor>ES AR 2017 LE INV-
15030</sii:NumSerieFacturaEmisor>
 <sii:FechaExpedicionFacturaEmisor>23-02-
2017</sii:FechaExpedicionFacturaEmisor>
 </siiR:IDFactura>
 <siiR:EstadoRegistro>Correcto</siiR:EstadoRegistro>
 </siiR:RespuestaLinea>
 </siiR:RespuestaLRFacturasEmitidas>
```

A report is generated showing the confirmation details:

Here are the samples:

This image shows the sample reports:

**Note:** If you have tried to submit transactions that are already registered in the tax authority databases, your message is rejected with 'Duplicated invoice' or 'Duplicate Intra-Community Operation' errors depending on the register type. The Response also indicates the safe verification code (CSV) that serves to record the submission, except in the case that all invoices sent are rejected.

# How to Process Rejections and Errors

The Tax Authority rejects a transaction when the record doesn't exist in the authority database.

Follow these steps:

1. Investigate and resolve the issue on the transaction if this is possible.

   For example, the third party Taxpayer ID may be invalid or null.

   > **Note:** (*) If the Taxpayer ID doesn't exist in the Tax Agency portal, then resend in 24 hours and if rejected again then assign ID Type 07 to the third party. This action enforces non-validation of the taxpayer ID by the Tax Agency.

2. Confirmation process sets the transaction status as 'R' (Ready) for this transaction so that it is ready for resubmission. Depending on the error, correction may be necessary on the invoice itself or setup, such as incomplete third-party information. After the corrections are done, you can resubmit the transaction in the Addition mode. If the confirmation status is 'AE' (Accepted with errors), the confirmation process updates transaction status as 'M' (Modified), making this transaction eligible for selection by a Modification run. These features help you to manage changes, for example a high level setup update is needed when a high volume of transactions were rejected due to a common problem.

   > **Note:** Correct the reason for not accepting then the invoice is picked up in the next submission unless you manually changes the Transaction Status to, for example, 'O' (On Hold).

3. If the issue can't be corrected, take action based on each individual case.

   For example, if an AR transaction is rejected and the rejection code is indicating that the record already exists then you have unintentionally changed the submission status from 'S' (Submitted) to 'R' (Ready). The duplication of the record occurred and no further reporting is required.

# Submission Message Data Variations – Received Invoices Register

This section discusses how to handle submission of message data variations related to Received Invoices Register.

## Deferred VAT (Tax Point Basis = Payment)

For invoices with deferred tax for which the tax point basis is payment, you must report all related payments. The submission process automatically produces the payments message file along with the invoices message, reporting any payments for your invoices with deferred tax, which fall in the specified date range for that run.

> **Note:** Deferred VAT tax transaction lines must be assigned '07' in special regime specification. If a submitted transaction is assigned a value other than '07', when a payment for this transaction is submitted, the payment record may be rejected.

## Invoices of Domestic Suppliers

The message has these values in the detail blocks: Third Party Identification Information: Taxpayer Id, Third Party Name Invoice Header Details: Invoice Date, Invoice Number, Invoice Type, Original Invoice number (in case of substitution invoice), Special Regime Code(*) Invoice Line Details: (Grouped by tax rate) Line amount (taxable amount), tax rate, tax amount (*) If you assigned one of your custom special regime codes to your invoice, the first value is printed as the primary special regime. The second value and the third value are printed as the additional regimes in the message.

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NOTE: If you entered more than three values in your user-defined special regime code, the process picks only the first three values. Here' the related section of the message:

```
<siiLR:IDFactura>
 <sii:IDEmisorFactura>
 <sii:NIF>12345678Z</sii:NIF>
 </sii:IDEmisorFactura>

 <sii:NumSerieFacturaEmisor>OVS_AP_AUG_010</sii:NumSerieFacturaEmisor>
 <sii:FechaExpedicionFacturaEmisor>15-08-
2016</sii:FechaExpedicionFacturaEmisor>
 </siiLR:IDFactura>
 <siiLR:FacturaRecibida>
 <sii:TipoFactura>F1</sii:TipoFactura>

 <sii:ClaveRegimenEspecialOTrascendencia>07</sii:ClaveRegimenEspecialOTrascendencia>
 <sii:ImporteTotal>1160</sii:ImporteTotal>
 <sii:DescripcionOperacion>Deferred
VAT</sii:DescripcionOperacion>
 <sii:Aduanas>
 <sii:FechaRegContableDUA>15-08-
2016</sii:FechaRegContableDUA>
 </sii:Aduanas>
 <sii:DesgloseFactura>
 <sii:DesgloseIVA>
 <sii:DetalleIVA>
 <sii:TipoImpositivo>16</sii:TipoImpositivo>
 <sii:BaseImponible>1000</sii:BaseImponible>
 <sii:CuotaSoportada>160</sii:CuotaSoportada>
 </sii:DetalleIVA>
 </sii:DesgloseIVA>
 </sii:DesgloseFactura>
 <sii:Contraparte>
 <sii:NombreRazon>ES Supplier 2017</sii:NombreRazon>
 <sii:NIF>12345678Z</sii:NIF>
 </sii:Contraparte>
 <sii:FechaRegContable>15-08-2016</sii:FechaRegContable>
 <sii:CuotaDeducible>160</sii:CuotaDeducible>
 </siiLR:FacturaRecibida>
```

## 17.3 Domestic Reverse Charge

If you have invoices that are subjected to reverse charge from your domestic suppliers, the XML message prints the invoice and tax amounts in a different block as follows:

```
<sii:DesgloseFactura>
 <sii:InversionSujetoPasivo>
 <sii:DetalleIVA>
 <sii:TipoImpositivo>21</sii:TipoImpositivo>
 <sii:BaseImponible>1200.00</sii:BaseImponible>

 <sii:CuotaSoportada>252.00</sii:CuotaSoportada>
 </sii:DetalleIVA>
 </sii:InversionSujetoPasivo>
 </sii:DesgloseFactura>
```

## 17.4 Invoices of Intra-EU Suppliers

The message contains these values in the detail blocks:

- Third Party Identification Information: Tax Registration Number(*), Third Party Name

  (*) Value entered at party tax registration (if set as default registration) or party tax profile

- Invoice Header Details: Invoice Date, Invoice Number, Invoice Type, Original Invoice number (in case of substitution invoice), Special Regime Code(**)

  (**) This is a line level information for your invoices, however, SII reporting assumes that all lines of your invoice will have the same special regime code and requests this information to be reported at invoice header level.

- Invoice Line Details: (Grouped by tax rate) Line amount (taxable amount), tax rate, tax amount
- Intra-EU Zero Rate (tax rates that are associated as S2 – Subject Not Exempt – Reverse Charge)
- Offset Tax or Self Assessed Tax

  The process determines the Intra-EU reverse charge reporting if:

  - Tax is associated to S2 or Offset Tax/Self assessed tax and
  - First 2 characters of the Tax Registration Number is one of the EU member state country codes.

Intra-EU reverse charge is printed in the normal block as follows:

```
<sii:DesgloseFactura>
 <sii:DesgloseIVA>
 <sii:DetalleIVA>
 <sii:TipoImpositivo>21</sii:TipoImpositivo>
 <sii:BaseImponible>1200.00</sii:BaseImponible>

<sii:CuotaSoportada>252.00</sii:CuotaSoportada>
 </sii:DetalleIVA>
 </sii:DesgloseIVA>
 </sii:DesgloseFactura>
```

## 17.5 Invoices from Suppliers Outside of EU

Invoices from foreign suppliers are represented with the ID value for the corresponding ID type. The ID type is 'Passport Number' for the supplier in this example:

```
<sii:IDOtro>
 <sii:CodigoPais>MX</sii:CodigoPais>
 <sii:IDType>03</sii:IDType>
 <sii:ID>G11223345</sii:ID>
 </sii:IDOtro>

…

<sii:Contraparte>
 <sii:NombreRazon>Rafael Garcia</sii:NombreRazon>
 <sii:IDOtro>
 <sii:CodigoPais>MX</sii:CodigoPais>
 <sii:IDType>03</sii:IDType>
 <sii:ID>G11223345</sii:ID>
 </sii:IDOtro>
 </sii:Contraparte>
```

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## 17.6 Summary Invoices – Type F4

If your invoice is of type F4, you're expected to enter the last invoice number in the GDF field. The invoice number is used as the first invoice number for the summary invoice. Here's an example:

```
</sii:IDEmisorFactura>

<sii:NumSerieFacturaEmisor>AP031</sii:NumSerieFacturaEmisor>

<sii:NumSerieFacturaEmisorResumenFin>AP039</sii:NumSerieFacturaEmisorR esumenFin>
 <sii:FechaExpedicionFacturaEmisor>11-03-
2016</sii:FechaExpedicionFacturaEmisor>
 </siiLR:IDFactura>
 <siiLR:FacturaRecibida>
 <sii:TipoFactura>F4</sii:TipoFactura>
```

For more information, see the Suppliers section.

# Submission Message Data Variations – Issued Invoices Register

This section discusses how to handle submission of message data variations related to Issued Invoices Register

Examples for invoices issued to domestic and intra-EU customers are as follows. Only detail sections of the messages are discussed here.

## Invoices Issued to Domestic Customers

Here are the details of the invoices issued to Domestic Customers:

```
</sii:IDEmisorFactura>
 <sii:NumSerieFacturaEmisor>ES AR 2016 LE INV-
2</sii:NumSerieFacturaEmisor>
 <sii:FechaExpedicionFacturaEmisor>16-01-
2016</sii:FechaExpedicionFacturaEmisor>
 </siiLR:IDFactura>
 <siiLR:FacturaExpedida>
 <sii:TipoFactura>F1</sii:TipoFactura>

<sii:ClaveRegimenEspecialOTrascendencia>07</sii:ClaveRegimenEspecialOT rascendencia>
 <sii:ImporteTotal>139.2</sii:ImporteTotal>

<sii:DescripcionOperacion/>TEST1<sii:DescripcionOperacion/>

<sii:ImporteTransmisionSujetoAIVA>0</sii:ImporteTransmisionSujetoAIVA>
 <sii:Contraparte>
 <sii:NombreRazon>Cinco Dias</sii:NombreRazon>
 <sii:NIF>Q0467001D</sii:NIF>
 </sii:Contraparte>
 <sii:TipoDesglose>
 <sii:DesgloseFactura>
 <sii:Sujeta>
 <sii:NoExenta>
 <sii:TipoNoExenta>S1</sii:TipoNoExenta>
 <sii:DesgloseIVA>
 <sii:DetalleIVA>

<sii:TipoImpositivo>16</sii:TipoImpositivo>
```

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```
<sii:BaseImponible>120</sii:BaseImponible>

<sii:CuotaRepercutida>19.2</sii:CuotaRepercutida>
 </sii:DetalleIVA>
 </sii:DesgloseIVA>
 </sii:NoExenta>
 </sii:Sujeta>
 </sii:DesgloseFactura>
 </sii:TipoDesglose>
 </siiLR:FacturaExpedida>
```

# Invoices Issued to Intra-EU Customers

Here are the details of the invoices issued to Intra EU Customers:

```
</sii:IDEmisorFactura>
 <sii:NumSerieFacturaEmisor>ES AR 2016 LE INV-
14</sii:NumSerieFacturaEmisor>
 <sii:FechaExpedicionFacturaEmisor>28-01-
2016</sii:FechaExpedicionFacturaEmisor>
 </siiLR:IDFactura>
 <siiLR:FacturaExpedida>
 <sii:TipoFactura>F1</sii:TipoFactura>

<sii:ClaveRegimenEspecialOTrascendencia>01</sii:ClaveRegimenEspecialOT rascendencia>
 <sii:ImporteTotal>1250</sii:ImporteTotal>

<sii:DescripcionOperacion/>TEST1<sii:DescripcionOperacion/>

<sii:ImporteTransmisionSujetoAIVA>0</sii:ImporteTransmisionSujetoAIVA>
 <sii:Contraparte>
 <sii:NombreRazon>ES EU Customer</sii:NombreRazon>
 <sii:IDOtro>
 <sii:CodigoPais>GB</sii:CodigoPais>
 <sii:IDType>02</sii:IDType>
 <sii:ID>GB12345678R</sii:ID>
 </sii:IDOtro>
 </sii:Contraparte>
 <sii:TipoDesglose>
 <sii:DesgloseTipoOperacion>
 <sii:Entrega>
 <sii:Sujeta>
 <sii:NoExenta>
 <sii:TipoNoExenta>S2</sii:TipoNoExenta>
 <sii:DesgloseIVA>
 <sii:DetalleIVA>

<sii:TipoImpositivo>0</sii:TipoImpositivo>

<sii:BaseImponible>1250</sii:BaseImponible>

<sii:CuotaRepercutida>0</sii:CuotaRepercutida>
 </sii:DetalleIVA>
 </sii:DesgloseIVA>
 </sii:NoExenta>
 </sii:Sujeta>
 </sii:Entrega>
 </sii:DesgloseTipoOperacion>
 </sii:TipoDesglose>
 </siiLR:FacturaExpedida>
```

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# Rectification Transactions

You can have these cases:

Create a Credit Memo and mark it as R1 to R5 (Document Fiscal Classification). Type of Rectification are tagged as 'I', that's, by difference.

Otherwise, if you create a rectification invoice and mark it as R1 to R5 (Document Fiscal Classification), then the type of Rectification is tagged as 'S'.

Rectification transactions are as follows:

```
    </sii:IDEmisorFactura>
     <sii:NumSerieFacturaEmisor>ES AR 2016 LE INV-
    15</sii:NumSerieFacturaEmisor>
     <sii:FechaExpedicionFacturaEmisor>29-01-
    2016</sii:FechaExpedicionFacturaEmisor>
     </siiLR:IDFactura>
     <siiLR:FacturaExpedida>
     <sii:TipoFactura>R1</sii:TipoFactura>
     <sii:TipoRectificativa>S</sii:TipoRectificativa>
     <sii:IDFacturaRectificada>
     <sii:NumSerieFacturaEmisor>ES AR 2016 LE INV-
    2</sii:NumSerieFacturaEmisor>
     <sii:FechaExpedicionFacturaEmisor>16-01-
    2016</sii:FechaExpedicionFacturaEmisor>
     </sii:IDFacturaRectificada>
     <sii:ImporteRectificacion>
     <sii:BaseRectificada>120</sii:BaseRectificada>
     <sii:CuotaRectificada>19.2</sii:CuotaRectificada>
     </sii:ImporteRectificacion>

    <sii:ClaveRegimenEspecialOTrascendencia>01</sii:ClaveRegimenEspecialOT rascendencia>
     <sii:ImporteTotal>161.47</sii:ImporteTotal>

    <sii:DescripcionOperacion/>TEST1<sii:DescripcionOperacion/>

    <sii:ImporteTransmisionSujetoAIVA>0</sii:ImporteTransmisionSujetoAIVA>
     <sii:Contraparte>
     <sii:NombreRazon>Cinco Dias</sii:NombreRazon>
     <sii:NIF>Q0467001D</sii:NIF>
     </sii:Contraparte>
     <sii:TipoDesglose/>
     </siiLR:FacturaExpedida>
     </siiLR:RegistroLRFacturasEmitidas>
     </siiLR:SuministroLRFacturasEmitidas>
```

# Transactions with Tax Exemptions

A sample output showing the amount with exemption and the exemption reason. ES-SE-Customer1 has an exemption defined as shown in Receivables Setup.

You can also see the transaction in Rectification Invoices as follows:

```
    </sii:IDEmisorFactura>
     <sii:NumSerieFacturaEmisor>ES AR 2016 LE INV-
    23</sii:NumSerieFacturaEmisor>
     <sii:FechaExpedicionFacturaEmisor>05-04-
    2016</sii:FechaExpedicionFacturaEmisor>
     </siiLR:IDFactura>
     <siiLR:FacturaExpedida>
     <sii:TipoFactura>F1</sii:TipoFactura>
```

```
<sii:ClaveRegimenEspecialOTrascendencia>01</sii:ClaveRegimenEspecialOT rascendencia>
 <sii:ImporteTotal>128.13</sii:ImporteTotal>

<sii:DescripcionOperacion/>A123<sii:DescripcionOperacion/>

<sii:ImporteTransmisionSujetoAIVA>0</sii:ImporteTransmisionSujetoAIVA>
 <sii:Contraparte>
 <sii:NombreRazon>ES-SE-Customer1</sii:NombreRazon>
 <sii:NIF>12345698B</sii:NIF>
 </sii:Contraparte>
 <sii:TipoDesglose>
 <sii:DesgloseFactura>
 <sii:Sujeta>
 <sii:Exenta>

<sii:CausaExencion>Education</sii:CausaExencion>
 <sii:BaseImponible>112</sii:BaseImponible>
 </sii:Exenta>
 </sii:Sujeta>
 </sii:DesgloseFactura>
 </sii:TipoDesglose>
 </siiLR:FacturaExpedida>
```

# Invoices having MORE than One Special Regime Classifications

Starting from v0.7, you can report more than one special regime specifications for your transactions. Allowed number of maximum special regimes is 3.

A sample output showing how the additional special regime specifications is as follows:

```
<siiLR:IDFactura>
 <sii:IDEmisorFactura>
 <sii:NIF>SYS12122</sii:NIF>
 </sii:IDEmisorFactura>
 <sii:NumSerieFacturaEmisor>ES AR 2017 LE INV-
15027</sii:NumSerieFacturaEmisor>
 <sii:FechaExpedicionFacturaEmisor>21-02-
2017</sii:FechaExpedicionFacturaEmisor>
 </siiLR:IDFactura>
 <siiLR:FacturaExpedida>
 <sii:TipoFactura>F1</sii:TipoFactura>

<sii:ClaveRegimenEspecialOTrascendencia>01</sii:ClaveRegimenEspecialOT rascendencia>
<sii:ClaveRegimenEspecialOTrascendenciaAdicional1>02</sii:ClaveRegimen
EspecialOTrascendenciaAdicional1>

<sii:ClaveRegimenEspecialOTrascendenciaAdicional2>05</sii:ClaveRegimen
EspecialOTrascendenciaAdicional2>
 <sii:ImporteTotal>12100</sii:ImporteTotal>
 <sii:DescripcionOperacion>OVS_V7_AR_03 line
1</sii:DescripcionOperacion>

<sii:ImporteTransmisionSujetoAIVA>0</sii:ImporteTransmisionSujetoAIVA>
 <sii:Contraparte>
 <sii:NombreRazon>Cinco Dias</sii:NombreRazon>
 <sii:NIF>Q0467001D</sii:NIF>
 </sii:Contraparte>
 <sii:TipoDesglose>
 <sii:DesgloseFactura>
 <sii:Sujeta>
 <sii:NoExenta>
 <sii:TipoNoExenta>S1</sii:TipoNoExenta>
 <sii:DesgloseIVA>
 <sii:DetalleIVA>
```

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```
<sii:TipoImpositivo>21</sii:TipoImpositivo>

<sii:BaseImponible>10000</sii:BaseImponible>

<sii:CuotaRepercutida>2100</sii:CuotaRepercutida>
 </sii:DetalleIVA>
 </sii:DesgloseIVA>
 </sii:NoExenta>
 </sii:Sujeta>
 </sii:DesgloseFactura>
```

# Invoices having Lines that are Grouped under BOTH S1 and S2

Starting from v0.7, you can report your transactions with both S1 and S2 type. S3 block is created.

A sample output showing S3 block is as follows:

Transaction has 2 lines, one with 21% rate and the other with 0% rate.

```
</siiLR:IDFactura>
 <siiLR:FacturaExpedida>
 <sii:TipoFactura>F1</sii:TipoFactura>

<sii:ClaveRegimenEspecialOTrascendencia>01</sii:ClaveRegimenEspecialOT rascendencia>
 <sii:ClaveRegimenEspecialOTrascendenciaAdicional1/>
 <sii:ClaveRegimenEspecialOTrascendenciaAdicional2/>
 <sii:ImporteTotal>3210</sii:ImporteTotal>
 <sii:DescripcionOperacion>First line</sii:DescripcionOperacion>

<sii:ImporteTransmisionSujetoAIVA>0</sii:ImporteTransmisionSujetoAIVA>
 <sii:Contraparte>
 <sii:NombreRazon>Cinco Dias</sii:NombreRazon>
 <sii:NIF>Q0467001D</sii:NIF>
 </sii:Contraparte>
 <sii:TipoDesglose>
 <sii:DesgloseFactura>
 <sii:Sujeta>
 <sii:NoExenta>
 <sii:TipoNoExenta>S3</sii:TipoNoExenta>
 <sii:DesgloseIVA>
 <sii:DetalleIVA>

<sii:TipoImpositivo>21</sii:TipoImpositivo>
<sii:BaseImponible>1000</sii:BaseImponible>

<sii:CuotaRepercutida>210</sii:CuotaRepercutida>
 </sii:DetalleIVA>
 <sii:DetalleIVA>

<sii:TipoImpositivo>0</sii:TipoImpositivo>

<sii:BaseImponible>2000</sii:BaseImponible>

<sii:CuotaRepercutida>0</sii:CuotaRepercutida>
 </sii:DetalleIVA>
 </sii:DesgloseIVA>
 </sii:NoExenta>
 </sii:Sujeta>
 </sii:DesgloseFactura>
```

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## Invoices for Customers Outside of EU

Transactions for foreign customers are represented with the ID Value for the corresponding ID type. ID type is 'Passport Number' for the customer in this example.

```
<sii:Contraparte>
 <sii:NombreRazon>James Rodriguez</sii:NombreRazon>
 <sii:IDOtro>
 <sii:CodigoPais>MX</sii:CodigoPais>
 <sii:IDType>03</sii:IDType>
 <sii:ID>R11225588</sii:ID>
 </sii:IDOtro>
 </sii:Contraparte>
```

## Summary Invoices – Type F4

If your invoice is of type F4, you're expected to enter the last invoice number in the GDF field. The invoice number is used as the first invoice number for the summary invoice. Here's an example:

```
<sii:NumSerieFacturaEmisor>AR030</sii:NumSerieFacturaEmisor>

<sii:NumSerieFacturaEmisorResumenFin>AR039</sii:NumSerieFacturaEmisorR esumenFin>
 <sii:FechaExpedicionFacturaEmisor>25-02-
2016</sii:FechaExpedicionFacturaEmisor>
 </siiLR:IDFactura>
 <siiLR:FacturaExpedida>
 <sii:TipoFactura>F4</sii:TipoFactura>
```

You can also refer to the Customers section.

## Invoices with Special Regime Classification '06' and Tax Amount 0.00

Payables and Receivables invoices with the global descriptive flexfield Special Regime = 06, that have several invoice lines and some invoice lines with tax amount 0.00 and other invoice lines with tax amount >0.00 are reported to show only lines that have tax amount >0.00.

Issued Invoices Register and Received Invoices Register report only invoice lines that have tax amount >0.00.

Issued invoices register example:

```
<sii:ImporteTotal>1260.00</sii:ImporteTotal>
<sii:BaseImponibleACoste>1000.00</sii:BaseImponibleACoste>
Note: The invoice line amount of 50.00 that has 0% VAT isn't included in BaseImponibleACoste
Received invoice register example:
<sii:ImporteTotal>1444.00</sii:ImporteTotal> <sii:BaseImponibleACoste>1000.00</sii:BaseImponibleACoste>
Note: The invoice line amount of 234.00 that has 0% VAT isn't included in BaseImponibleACoste
```

# Submission Message Data Variations – Selected Intra-EU Transactions Register

This section discusses how to handle submission of message data variations related to Selected Intra-EU Transactions Register.

Here's a Selected Intra-EU Transactions Register sample message (1 AP invoice and 1 AR transaction):

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```
<siiLR:RegistroLRDetOperacionIntracomunitaria>
 <sii:PeriodoImpositivo>
 <sii:Ejercicio>2016</sii:Ejercicio>
 <sii:Periodo>01</sii:Periodo>
 </sii:PeriodoImpositivo>
 <siiLR:IDFactura>
 <sii:IDEmisorFactura>
 <sii:NombreRazon>Advanced Network Devices_FIN</sii:NombreRazon>
 <sii:IDOtro>
 <sii:IDType>02</sii:IDType>
 <sii:ID>FR2P123456789</sii:ID>
 </sii:IDOtro>
 </sii:IDEmisorFactura>
 <sii:NumSerieFacturaEmisor>T-0116-IEU-10</sii:NumSerieFacturaEmisor>
 <sii:FechaExpedicionFacturaEmisor>29-01-2016</sii:FechaExpedicionFacturaEmisor>
 </siiLR:IDFactura>
 <siiLR:Contraparte>
 <sii:NombreRazon>Advanced Network Devices_FIN</sii:NombreRazon>
 <sii:IDOtro>
 <sii:IDType>02</sii:IDType>
 <sii:ID>FR2P123456789</sii:ID>
 </sii:IDOtro>
 </siiLR:Contraparte>
 <siiLR:OperacionIntracomunitaria>
 <sii:TipoOperacion>A</sii:TipoOperacion>
 <sii:ClaveDeclarado>D</sii:ClaveDeclarado>
 <sii:EstadoMiembro>FR</sii:EstadoMiembro>
 <sii:PlazoOperacion/>
 <sii:DescripcionBienes>selected</sii:DescripcionBienes>
 <sii:DireccionOperador>Monmouth Street,20,99GB,London,GB</sii:DireccionOperador>
 </siiLR:OperacionIntracomunitaria>
 </siiLR:RegistroLRDetOperacionIntracomunitaria>
 <siiLR:RegistroLRDetOperacionIntracomunitaria>
 <sii:PeriodoImpositivo>
 <sii:Ejercicio>2016</sii:Ejercicio>
 <sii:Periodo>01</sii:Periodo>
 </sii:PeriodoImpositivo>
 <siiLR:IDFactura>
 <sii:IDEmisorFactura>
 <sii:NombreRazon>ES Customer 2017</sii:NombreRazon>
 <sii:NIF>GBTPI56789R</sii:NIF>
 </sii:IDEmisorFactura>
 <sii:NumSerieFacturaEmisor>ES AR 2016 LE INV-13</sii:NumSerieFacturaEmisor>
 <sii:FechaExpedicionFacturaEmisor>20-01-2016</sii:FechaExpedicionFacturaEmisor>
 </siiLR:IDFactura>
 <siiLR:Contraparte>
 <sii:NombreRazon>ES EU Customer</sii:NombreRazon>
 <sii:NIF>GBTPI56789R</sii:NIF>
 </siiLR:Contraparte>
 <siiLR:OperacionIntracomunitaria>
 <sii:TipoOperacion>B</sii:TipoOperacion>
 <sii:ClaveDeclarado>R</sii:ClaveDeclarado>
 <sii:EstadoMiembro>GB</sii:EstadoMiembro>
 <sii:PlazoOperacion/>

<sii:DescripcionBienes/>selected</sii:DescripcionBienes>

<sii:DireccionOperador>S1,London,GB</sii:DireccionOperador>
 </siiLR:OperacionIntracomunitaria>
 </siiLR:RegistroLRDetOperacionIntracomunitaria>
```

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# Interfaces

The interface populates the additional fields that are required for Online Reporting including global descriptive flexfields, document fiscal classification, and user defined fiscal classification. This applies to both Payables and Receivables transactions.

You may update the global flex fields after the import.

After the invoices are created, if there's a need to update any of the global descriptive flexfields, query from the UI and manually update these fields.

# Annual Online VAT Reporting for Spain

## Cash Collections Register

Submit Cash Collections Register to report your cash collections from your customers who have yearly cash paid amounts that exceed 6000 EUR in total.

You can also submit the process in the 'Review' mode.

Here's a sample output:

```
<?xml version = '1.0' encoding = 'UTF-8'?>
<soapenv:Envelope
xmlns:sii="https://www2.agenciatributaria.gob.es/static_files/common/i nternet/dep/aplicaciones/es/aeat/
ssii/fact/ws/SuministroInformacion.xs d"
xmlns:siiLR="https://www2.agenciatributaria.gob.es/static_files/common /internet/dep/aplicaciones/es/aeat/
ssii/fact/ws/SuministroLR.xsd" xmlns:soapenv="http://schemas.xmlsoap.org/soap/envelope/">
 <soapenv:Header/>
 <soapenv:Body>
 <siiLR:SuministroLRCobrosMetalico
xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:schemaLocation="https://www2.agenciatributaria.gob.es/static_files /common/internet/dep/aplicaciones/es/
aeat/ssii/fact/ws/SuministroLR.xs d SuministroLR.xsd"> <sii:Cabecera>
 <sii:IDVersionSii>1.0</sii:IDVersionSii>
 <sii:Titular>
 <sii:NombreRazon>Hacienda PÃ°blica</sii:NombreRazon>
 <sii:NIF>SYS12122</sii:NIF>
 </sii:Titular>
 <sii:TipoComunicacion>A0</sii:TipoComunicacion>
 </sii:Cabecera>
 <siiLR:RegistroLRCobrosMetalico>
 <sii:PeriodoImpositivo>
 <sii:Ejercicio>2016</sii:Ejercicio>
 <sii:Periodo>0A</sii:Periodo>
 </sii:PeriodoImpositivo>
 <siiLR:Contraparte>
 <sii:NombreRazon>OVS_Customer_ES3</sii:NombreRazon>
 <sii:NIF>C11223393</sii:NIF>
 </siiLR:Contraparte>
 <siiLR:ImporteTotal>9075</siiLR:ImporteTotal>
 </siiLR:RegistroLRCobrosMetalico>
 </siiLR:SuministroLRCobrosMetalico>
 </soapenv:Body>
```

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```
</soapenv:Envelope>
```

When the process is completed in Report mode, the reported customer accounts and sites are updated as 'S' submitted.

The process uses Taxpayer ID and Tax Registration Number to identify a customer. If a customer has multiple sites, but a single Taxpayer ID or Tax Registration Number, cash payments from all sites are summed up and reported together. For customers having both Spain and other EU country sites, reporting groups the cash receipts separately based on Taxpayer IDs or Tax Registration Numbers.

## Investment Goods Register

This Register contains the fixed assets transactions and these transaction types.

The investment goods register contains Invoices:

- Addition

- Modification

- Deletion

- Inquiry

This register reports year-end investment good data, and thus the investment goods invoices that appear in this register are already reported in the Received Invoices Register.

## Prerequisite Setup

You must complete the prerequisite setups.

Complete these setups before you submit Annual Online VAT Investment Goods Register:

1. Flag your asset categories.
    a. Navigate to Setup and Maintenance, Manage Asset Categories.
    b. In the Manage Asset Categories page, enter a relevant value: **10 years** or **5 years**.

       You don't need to enter **No**. A null value is treated as 'No' to indicate that it is not applicable.
2. Manage your asset level exceptions.
    a. Navigate to Assets, Update Descriptive Details.
    b. In the Update Descriptive Details page, select the asset you want to modify and click **Update Descriptive Details**.
    c. In the **Investment Goods Register** field under **Regional Information**, enter or change the relevant value.

## Annual Online Investment Goods Register Process

Run the process after all your yearly asset invoices are fully processed and corresponding asset additions and cost adjustments are created in your Assets system.

This image shows the Goods Register process submission page:

**Process Details**                                                                                    ✕

[Process Options]  [Advanced]  [Submit]  [Cancel]

Name          Annual Online VAT Investment
              Goods Register for...
Description   This register reports year-end investment goods...        ☐ Notify me when this process ends
Schedule      As soon as possible                    Submission Notes   [                    ]

Parameters

\* Tax Registration Number   [ ESB78361482      ▼ ]

      \* From Invoice Date   [ 01/01/07        📅 ]

        \* To Invoice Date   [ 12/31/16        📅 ]

You can query the tax registration number from the list of values that give you the flexibility to filter using several fields including the name of your legal entity and your asset book.

This image shows the sample image for the Goods Register process:

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An asset invoice is eligible to be reported if:

- Asset invoice date is within 'From Invoice Date' and 'To Invoice Date'.

- Asset belongs to one of the two types: 10 years, 5 years

- Asset level override value is NOT 'No'. Here, a NULL value doesn't mean No.

The process selects and lists all the required information in an XML format. You can edit and modify the XML file before submitting it to the Tax Authority.

You can convert the XML file to excel format. Here is an example:

**Part 1**

This table shows an example that converts the XML file to excel format.

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| ns3:NIF | ns3:Ejercicio | ns3:Periodo | ns3:NombreRazon2 | ns3:NIF3 |
|---|---|---|---|---|
| SYS12122 | 2007 | 0A | 3M Health Care_FIN | FR123456789012 |
| SYS12122 | 2008 | 0A | 3M Health Care_FIN | FR123456789012 |
| SYS12122 | 2007 | 0A | 3M Health Care_FIN | FR123456789012 |
| SYS12122 | 2008 | 0A | 3M Health Care_FIN | FR123456789012 |
| SYS12122 | 2015 | 0A | 3M Health Care_FIN | FR123456789012 |
| SYS12122 | 2007 | 0A | 3M Health Care_FIN | FR123456789012 |
| SYS12122 | 2016 | 0A | 3M Health Care_FIN | FR123456789012 |
| SYS12122 | 2015 | 0A | 3M Health Care_FIN | FR123456789012 |
| SYS12122 | 2016 | 0A | 3M Health Care_FIN | FR123456789012 |
| SYS12122 | 2010 | 0A | 3M Health Care_FIN | FR123456789012 |

**Part 2**

Here are the additonal columns in the excel file:

This table shows the additional columns in the example that converts the XML file to excel format.

| ns3:NumSerieFactu raEmisor | ns3:FechaExpedicionFac turaEmisor | ns3:Identificaci onBien | ns3:FechaInicioUt ilizacion | ns3:AssetNu mber |
|---|---|---|---|---|
| SII1-INV-2007-1 | 19-10-2007 | SII1-1 | 31-10-2007 | 125379 |
| SII1-INV-2008-1 | 24-10-2008 | SII1-1 | 31-10-2007 | 125379 |
| SII104-INV-2007-1 | 23-10-2007 | SII104-1 | 31-10-2006 | 125380 |
| SII104-INV-2008-1 | 23-10-2008 | SII104-1 | 31-10-2006 | 125380 |
| SII104-INV-2015-1 | 23-10-2015 | SII104-1 | 31-10-2006 | 125380 |
| SII104-INV-2007-01 | 23-10-2007 | SII1040-1 | 31-10-2006 | 125399 |
| T-IGR-181017-3 | 18-10-2016 | IGR | 31-12-2015 | 125375 |
| SII-IGR-INV-001 | 16-12-2015 | SII 1 | 31-12-2015 | 125369 |
| T-IGR-181017-4 | 18-10-2016 | IGR 12 | 31-12-2015 | 125376 |
| SII102-INV-2010-1 | 19-10-2010 | SII102-1 | 31-10-2010 | 125378 |

**Part 3**

Here are the extended columns in the excel file:

This table shows the extended columns in the example that converts the XML file to excel format.

| ns3:InvoiceLineTaxableAmount | ns3:InvoiceLineTaxAmount | ns3:TaxRecoveryPercentage |
|---|---|---|
| 900 | 189 | 80 |
| 900 | 189 | 70 |
| 100 | 21 | 80 |
| 12,98 | 2,7258 | 70 |
| 680 | 142,8 | 70 |
| 100 | 21 | 80 |
| 1000 | 210 | 50 |
| 1100 | 231 | 100 |
| 2000 | 420 | 50 |
| 1000 | 210 | 85 |

# Submit Annual Online VAT Response for Spain

This section discusses the steps to submit the Annual Online VAT Response for Spain process.

When the response messages are received, they're uploaded for confirmation processing. Each message is assigned with a unique ID.

To start the confirmation, submit **Annual Online VAT Response for Spain** process.

> **Note:** For technical details related to uploading the confirmation message, refer the Appendix 1 – How to Upload Confirmation Response Messages.

The process updates customer accounts and sites that are reported to the Tax Authority with the corresponding confirmation information.

If the Tax Authority correctly validates the record, the process updates the Tax Authority status with **A approved**.

If the validation is not correct, the process updates the relevant error code.

Additionally, the process updates both error message code and message description.

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Field names are as follows:

- Tax Authority Status for Cash Collections Register
- Message Code for Cash Collections Register
- Message Description for Cash Collections Register

# Retroactive Reporting

This section describes both setup and user procedures related to retroactive VAT reporting.

**Requirement and Scope:**

The requirement is to report retroactive data that is created and accounted before the start of Online Reporting, which is 1st of July 2017. Although the requirement is for this purpose, the solution must meet reporting of VAT transactions in any given date range for which the company hasn't already submitted VAT data online.

**Additional Setup:**

- New Lookup (Required):

  Lookup Type: ORA_JEES_SII_RETROACTIVE_DATES

  Lookup Codes: ORA_EFFECTIVE_DATES with lookup code start date as 1st of January 2017 and enabled flag as Yes. The system assumes the end state as 30th of June 2017 automatically. However, you may change the dates or disable the original line and add a new range. For example, you may retroactively report first 6 months of 2018. For this, you must disable the original lookup code and add a new line, using the corresponding start and end dates as required.

  The system initially contains the seeded lookup code.

  > **Note:** Only one lookup code must have enabled status before running the retroactive reporting processes.

- System and Party Level Lookups (Required):

  Refer to Suppliers and Customers for Supplier and Customer defaults and system level defaults. The defaults and settings at these levels don't change whether it's normal or retroactive reporting.

- New GDFs

  These GDF changes are only applicable for the retroactive data reported through Modelo Reporting previously. The transactions already contain one of the Modelo contexts listed below. You may not update the transaction level GDFs for Online VAT for Spain context.

  Modelo Contexts:
    - JE_ES_MODELO347
    - JE_ES_MODELO347PR
    - JE_ES_MODELO349
    - JE_ES_MODELO415_347
    - JE_ES_MODELO415_347PR

  These segments apply to all the Modelo contexts shown earlier:

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This table shows the details of the Transaction Header GDF.

| Entry Level | GDF Values | Type | Display Type | Read Only | Description | Addo |
|---|---|---|---|---|---|---|
| AR Transaction Header | Transaction Status | Character | LOV | No | R - Ready, S-Submitted, O-On Hold, M-Modified, D-Directly Reported | |
| Tax Authority Status | Character | Text Box | Yes | N-New, A-Accepted, AE-Accepted with Errors, R-Rejected | Only system update is allowed. Updated when you run the confirmation process. | |
| Message Code | Character | Text Box | Yes | Message codes that are available at SII web site. | Only system update is allowed. Updated when you run the confirmation process. | |
| Message Description | Character | Text Box | Yes | Message code descriptions that are available at SII web site. | Only system update is allowed. Updated when you run the confirmation process. | |
| | Date Last Updated | Date | Date | No | Updated when the submission or confirmation processes are run. | |

**Optional Steps before running retroactive reporting:**

- You don't need to perform any transaction level changes.

- If you need any of the invoices in the retroactive date range to be assigned with non-default attributes, such as document type override, query these transactions and update the necessary changes under Regional Information with 'Online VAT Reporting for Spain' context. Don't attempt to make any other SII changes to your transactions.

  **Note:** Your transaction may already have a Modelo context assigned. To avoid inconsistency, don't make any context changes. If you change the context from 'Modelo' to 'VAT Reporting for Spain', you will lose all modelo related data that you previously entered for the transaction. This also means that this transaction will not be selected for modelo reporting auditing purposes.

- Ensure system and party level defaults are complete. These are documented in previous sections except for the new lookup 'ORA_JEES_RETROACTIVE_DATES ', which is documented earlier in this section.

- If you have excluded supplier/customer accounts or sites from selection and if you have exceptions for these third parties and sites, query corresponding transactions in both Receivables and Payables and enter 'E' (Excluded) in the regional information fields.

- For Issued Invoices Register, you may want to exclude one or more batch sources from reporting. For this you can set receivables batch source global descriptive flexfield 'Exclude from Online Reporting' to 'Yes'.

**Producing the Retroactive Reports**

This's what a typical process flow looks like:

**Run the process with 'Yes' in the corresponding parameter, which is 'No' by default.**

**Note:** Don't select 'Selected Intra-EU Transactions Register' in the Register Type parameter for Retroactive Reporting.

The report produces the XML messages for the selected date range.

**Note:** Make sure the date range you entered is consistent with the enabled lookup code start and end dates for ORA_JEES_RETROACTIVE_DATES lookup. If there's inconsistency, the process ends without processing data and gives you a warning.

**Producing the Retroactive Reports in Modification Mode**

You can run the process in Modification mode as well with 'Yes' in Retroactive parameter.

You can change those transactions that are accepted (or accepted with errors) if there's a need.

**Submission of the Retroactive Reports to Tax Authority**

Follow the same process as normal reporting.

**Confirmation**

Follow the same process documented in Submit Online VAT Reporting Confirmation for Spain

# SII Attribute Defaulting

This section explains the defaulting that's built in the Online VAT reporting processes. The purpose is to minimize transaction level assignment of Online reporting required attributes.

To complete System and Party Level Lookups (Required), see Suppliers and Customers for Supplier and Customer defaults and system level defaults. The defaults and settings at these levels don't change whether the reporting is for defaults or retroactive reporting.

Before reporting with defaults, follow these steps:

1. If you need any of the invoices in the reporting date range to be assigned with non-default attributes, such as document type, query these transactions and update the necessary changes under Regional Information with Online VAT Reporting for Spain context.

   a. Make sure system and party level defaults are complete. These are documented in previous sections.

   b. If you have excluded supplier or customer accounts or sites from selection and if you have exceptions for these third parties and sites, query corresponding transactions in both Receivables and Payables and enter E (Excluded) in the regional information fields.

   c. For Issued Invoices Register, you may want to exclude one or more batch sources from reporting. For this, you can set receivables batch source global descriptive flexfield Exclude from Online Reporting to Yes.

2. For unaccounted transactions, you can also change the document fiscal classification.

# Version 1.1 July 2018 Changes

This section lists the changes in Payables and Receivables.

The changes are as follows:

- Payables
  - Late Submission: If you have invoicing records that couldn't be sent on time because you weren't aware that they were obliged to adhere to SII, enter **Yes** in Late Submission global descriptive flexfield.
  - <FacturaSimplificadaArticulos7.2_7.3>: Enter **Yes** in Simplified Invoice global descriptive flexfield to identify simplified invoices that identify the addressee, according to sections 2 and 3 of article 7 of Royal Decree 1619/2012. This applies to F1, F3, R1, R2, R3, R4 document types.
  - External Reference: This field is requested by companies to allow them to include added references to the invoice. The actual external reference to use depends on each company. The field is populated with the journal number for the invoice.
  - Issued Invoices Register. The process populates the values for new items. In the XML layout, these values are used to display across corresponding tags.
    ```
    <RegPrevioGGEEoREDEMEoCompetencia> (Late Submission)
    <FacturaSimplificadaArticulos7.2_7.3> (Simplifed Invoice)
    <FacturaSinIdentifDestinatarioAritculo6.1.d> (Invoice with No Counterpart)
    ```
  - <RefExterna> (External Reference)

    Additionally, MACRODATO value takes 'N' or 'S' value depending on the invoice amount. If invoice amount is more than 100.000 (less than -100.000 for CM), the value is Yes ('S'). This value is used for the <Macrodato> tag.
  - Selected Intra-EU Transactions Register. These items are available in the xml output.
    - <RegPrevioGGEEoREDEMEoCompetencia> (Late Submission)
    - <RefExterna> (External Reference)

- Receivables
  - Late Submission: If you have invoicing records that couldn't be sent on time because you weren't aware that they were obliged to adhere to SII, enter **Yes** in Late Submission global descriptive flexfield.
  - <FacturaSimplificadaArticulos7.2_7.3>: Enter **Yes** in Simplified Invoice global descriptive flexfield to identify simplified invoices that identify the addressee, according to sections 2 and 3 of article 7 of Royal Decree 1619/2012. This applies to F1, F3, R1, R2, R3, R4 document types.
  - External Reference: This field is requested by companies to allow them to include added references to the invoice. The actual external reference to use depends on each company. The field is populated with the journal number for the invoice.
  - Issued Invoices Register. The process populates the values for new items. In the XML layout, these values are used to display across corresponding tags.
    ```
    <RegPrevioGGEEoREDEMEoCompetencia> (Late Submission)
    <FacturaSimplificadaArticulos7.2_7.3> (Simplifed Invoice)
    <FacturaSinIdentifDestinatarioAritculo6.1.d> (Invoice with No Counterpart)
    ```
  - <RefExterna> (External Reference)

    Additionally, MACRODATO value takes 'N' or 'S' value depending on the invoice amount. If the invoice amount is more than 100.000 (less than -100.000 for CM), the value is Yes ('S'). This value is used for the <Macrodato> tag.
  - Selected Intra-EU Transactions Register. These items are available in the xml output.
    - <RegPrevioGGEEoREDEMEoCompetencia> (Late Submission)
    - <RefExterna> (External Reference)

# Appendix 1 – How to Upload Confirmation Response Messages

Appendix 1 – How to Upload Confirmation Response Messages You can view the version changes in the extract

Follow these steps:

1. Log in to UCM server.
2. Select **New Check-In**.
3. In the **Primary File** field, browse and select the XML confirmation message.
4. Edit the Type or Title of the selected file.
5. Click **Check-In** at the end of the page.
6. Copy the ID that's generated.

You can use this ID as parameter for the respective register when you're running confirmation process.

This image shows the ID generated when uploading confirmation response messages.

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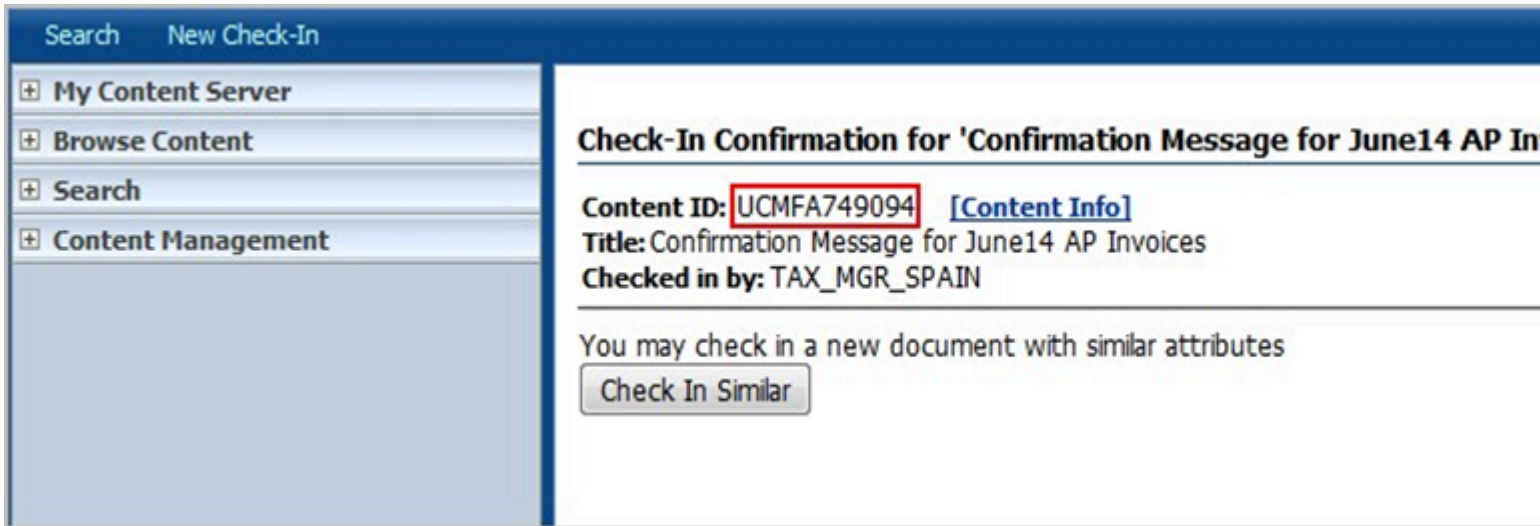
## Appendix 2 – How to Update SII Version

This appendix discusses how to update the SII Version.

Tax Authority occasionally publishes new versions of the SII reporting XML message templates set. Companies must display the version in the XML version tag of the XML messages.

When a change is announced and you want to reflect the correct version in your XML messages, follow these steps:

1. Navigate to Setup and Maintenance, Manage Transaction Sources.
2. The Manage Transaction Sources window opens.
3. Update these fields:
    a. Lookup Type
    b. Under <Lookup Type> Lookup Codes
        i. The Lookup Code is non-editable.
        ii. Enter a value in the Lookup Meaning.
        iii. Enter a definition in the Lookup Description.

## Appendix 3 – Version Notes

Here are the version notes:

- Note 1 – R11: Identification Document Type (Code) and Document Number (Suppliers) Navigation: Suppliers - > Manage Supplier At Supplier Site:

  When you select 'Online VAT Reporting for Spain' in the Regional Information field, if you see Document

  Number as well as Code (Identification Type), don't enter any values (like Passport Number) in the 'Document Number' field. This field isn't PII protected. Instead, enter the number as explained in the Suppliers section of this document.

The 'Document Number' field is not displayed after the next patch application.

- Note 2 – R11: Identification Document Type (Code) and Document Number (Customers)

  Task Name: Manage Customers

  Navigation: Setup and Maintenance -> Manage Customers At Customer Site Profile History tab:

  When you select 'Online VAT Reporting for Spain' in the Regional Information field, if you see Document Number as well as Code (Identification Type), don't enter any values (like Passport Number) in 'Document Number' field. This field isn't PII protected.

  Instead, enter the number as explained in the Customers section of this document.

  The 'Document Number' field is not displayed after the next patch application.

- Note 3 - User Defined Fiscal Classification
  - o User Defined Fiscal Classification was initially used for assigning special regimes type to your transaction lines, which were then used in the XML message. If you have existing transactions in your system where user defined fiscal classification codes were used for special regime, these transactions are reported correctly. Note that this added handling are temporarily available and then are obsoleted for which you will receive a notification. You should start using the GDF segment to specify Special Regime.

# Appendix 4 – Version 1.1 changes in Extract

You can view the version changes in the extract.

## Version 1.1 changes in Extract and Existing Extract

Changes introduced in Version 1.1 are readily available in XML files for these registers:

- Issued Invoices Register
- Received Invoices Register
- Selected Intra-EU Transactions Register
- Transactions Register
- Payments Register

## Received Invoices Register

The table explains the new columns in extract included for SII Version1.1 changes and provides information and the purpose of the new column to be used in XSL tags.

| Extract Column | Data Type | Extract Table | Column Name | Values | Description |
|---|---|---|---|---|---|
| Simplified invoice | Optional – Yes Length -1 – Type -Char Possible values are Y or N. | JE_ZZ_VAT _REP_ TRX_ T | je_info_v26 | IF Simplified Invoice GDF is set to Yes, Display S, Else, Display | The field InvoiceSimplifiedArticles7 .2_ 7.3 should only be reported when the |

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| Extract Column | Data Type | Extract Table | Column Name | Values | Description |
|---|---|---|---|---|---|
| | | | | as N.(Document type to print 'S' or 'N') | type of invoice is F1, F3, R1, R2, R3, R4. Tag name: <sum1:FacturaSimplificadaArticulos7.2_7.3> |
| Late Submission | Optional – Yes Length -1 – Type -Char Possible values are Y or N. | JE_ZZ_VAT _REP_ TRX_ T | je_info_v25 | IF Late Submission GDF is set to Y, Display 'S', Else Display 'N' End if | Tag RegPrevioGGEEoREDEMEoCompetencia (Y/N indicator). This tag is marked if transaction can't be reported in time due to one of the reasons indicated in the name. |
| External Reference | Optional – Yes Length -1 – Type -Char Possible values are Y or N. | - | je_info_v24 | External reference – Journal number | Tag - <sum1:RefExterna> |
| Reverse Charge | - | - | je_info_v23 | - | - |

## Issued Invoices Register

The table explains the new columns in extract included for SII Version1.1 changes and provides information and the purpose of the new column to be used in XSL tags.

| Extract Column | Data Type | Extract Table | Column Name | Values | Description |
|---|---|---|---|---|---|
| Simplified invoice | Optional – Yes Length -1 Type -Char Possible values are Y or N. | JE_ZZ_VAT _REP_ TRX_ T | je_info_v24 | IF Simplified Invoice GDF is set to Yes, Display S, Else, Display as N.(Document type to print 'S' or 'N') | The field InvoiceSimplifiedArticles7 .2_ 7.3 should only be reported when the type of invoice is F1, F3, R1, R2, R3, R4. Tag name: <sum1:FacturaSimplificadaArticulos7.2_7.3> |
| Late Submission | Optional – Yes Length -1 – Type -Char Possible values are Y or N. | JE_ZZ_VAT _REP_ TRX_ T | je_info_v23 | IF Late Submission GDF is set to Y, Display 'S', Else Display 'N' End if | Tag RegPrevioGGEEoREDEMEoCompetencia (Y/N indicator). This tag is marked if transaction can't be reported in time due to one of the |

| Extract Column | Data Type | Extract Table | Column Name | Values | Description |
|---|---|---|---|---|---|
| | | | | | reasons indicated in the name. |
| External Reference | Optional – Yes Length -1 – Type -Char Possible values are Y or N. | - | je_info_v14 | External reference – Journal number | Tag - <sum1:RefExterna> |
| Invoice without counterpart | - | - | je_info_v28 | - | - |

**Note:** In Issued Invoices Register, in block <TipoDesglose> add the tag <DetalleExenta> to allow subdividing the exempt amount depending on the exemption reason, which are now compatible. This process doesn't require any additional values from the extract because the solution displays one exempt amount only if applies.

## Selected Intra-EU Transactions Register

The table explains the new columns in the extract included for SII Version1.1 changes and provides information and the purpose of the new column to be used in XSL tags. This table selected Intra-EU Transaction Register changes in SII Version 1.1.

| Extract Column | Data Type | Extract Table | Column Name | Values | Description |
|---|---|---|---|---|---|
| **Late Submission** | Optional – Yes Length -1 Type -Char Possible Values - Y/N | JE_ZZ_VAT_REP_TRX_T | je_info_v23 | IF Late Submission GDF is set to Y, Display 'S', Else Display 'N' End if | Tag RegPrevioGGEEoREDEMEoCompetencia (Y/N indicator) This tag is marked if transaction can't be reported in time due to one of the reasons indicated in the name. |
| **External Reference** | Optional | - | je_info_v14 | External reference journal number | Tag - <sum1:RefExterna> |

## Collections for the Received Invoices Register

There are no changes introduced in SII Version 1.1 extract.

## Payments Register

There are no changes introduced in SII Version 1.1 extract.

# 5 VAT Registers and JPK Extracts for Poland

## Overview

## VAT Registers and JPK Extracts for Poland

Use the VAT registers and JPK extracts for Poland to produce outputs for sales registers, and to generate the Standard Audit File for Tax, also known as SAFT. This report is the legally defined format to electronically submit tax to the Polish tax authorities.

The following sections of the JPK extracts are currently available:

### JPK Accounting Books Extract for Poland

To extract accounting information, run the JPK Accounting Books Extract for Poland process, which generates a JPK audit file. This file is used to electronically submit accounting information to tax authorities. The JPK audit file contains three different sections, and includes the following structures:

- Section Header Information
- Reporting Legal Entity Identification Details
- General Ledger Trial Balance
- General Ledger Journals
- General Ledger and Subledger Account Analysis
- General Ledger and Subledger Account Analysis- Control Totals

The accounting books are extracted based on the accounting period and fiscal year. Tax authorities request this section of the JPK extracts on an accounting period or fiscal year basis.

### JPK Bank Statements Extract for Poland

To generate the bank statements for Poland in the JPK format, run the JPK Bank Statements Extract for Poland process. The JPK format is an XML file that is accepted by tax authorities for electronic submission.

### JPK Invoices Listing for Poland

To generate the invoice listing for Poland, run the JPK Invoices Listing for Poland process. The JPK format is an XML file that is accepted by tax authorities for electronic submission.

### JPK Sales and Purchase Registers for Poland

To generate the sales and purchase registers for Poland, run the JPK Sales and Purchase Registers for Poland process. The JPK format is an XML file that is accepted by tax authorities for electronic submission.

*Related Topics*
- VAT Registers and JPK Extracts for Poland Topical Essay

# Setup VAT Registers and JPK Extracts for Poland

## Set Up VAT Registers and JPK Extracts for Poland

Set up the following common tasks before you can process JPK extracts:

- Address Format
- Taxpayer Representative
- Legal Entity
- Legal Registration
- Poland Specific Information for a Legal Entity

### Address Format

To submit online accounting tax transactions in the JPK format, companies must maintain the company and third-party addresses in a specified structured format. To set up the address in the accurate format, perform the following steps:

1. Navigate to the Manage Address Formats page from the Setup and Maintenance work area.
2. Enter **Legal Address for Poland** in the **Name** field, and click **Search**.
3. Enter **Legal Address for Poland** from the **Search Results** section, and click the **Edit** icon.
4. In the **Format Variation Layout** section of the **Format Layout** tab, assign the values in the **Address Element** and **Prompt** columns for the line and position you want. You can also mark an attribute as **Required**.
5. Click **Preview Layout** to preview the layout that you specified.
6. **Save** your changes.

### Taxpayer Representative

The JPK Extracts for Poland feature lets you include documents issued by the taxpayer representatives. To define a taxpayer representative, perform the following steps:

1. Navigate to the Edit Supplier: Poland Registered page.
2. In the General section of the Profile tab, select **Attorney** from the **Supplier Type** list of values.

### Legal Entity

You must define tax identification numbers, such as NIP and REGON, for the legal entity in the following manner:

- Enter **NIP** as the tax registration number in the **Legal Entity Tax Registration for VAT Regime for Poland** field.
- Enter the tax registration number for the **Legal Entity for Statistical Purposes** in the **REGON** attribute.

### Legal Registration

Perform the following steps to set up legal registration for Poland:

1. Navigate to the Legal Entity Tax Registrations page.
2. Search for the Vision Poland report.

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3. Enter the REGON value in the **REGON** field.

The primary address of the legal entity is extracted from the **Legal Entity Registration Address** field. To update the legal entity address, perform the following steps:

1. Navigate to the Manage Legal Address page from the Setup and Maintenance work area.
2. Enter **Vision Poland Report**, and click **Search**.
3. Select the **Vision Poland Report** legal entity, and click **Edit**.
4. Select the address you want to update in the Legal Entity Addresses section, and click **Edit**. You can now update the address in the **Legal Registration Address** field.
5. Select the **Set as default registration** check box to select the address you entered as the default registration address.

## Poland Specific Information for a Legal Entity

If your company operates through a taxpayer representative then you must set up a taxpayer representative, and select the taxpayer representative in the Taxpayer Representative attribute of the Additional Financials Information for the Legal Entity.

You must also identify the reporting tax authority so that it is available as the default value for all report parameter sets. The names and codes of the reporting tax authorities in Poland are predefined in the application.

## E-mail Address and Phone for JPK VAT Register

# Set Up Accounting for VAT Registers and JPK Extracts for Poland

To create the JPK accounting books extract, you must define an accurate and detailed JPK hierarchy structure where all the natural accounts are classified under the relative JPK account category.

To define the JPK account hierarchy structure, enter the JPK Group Category Accounts (0-9) and the Category Accounts (3 digits). If an existing internal hierarchy account is already being used, define the JPK hierarchy on an existing hierarchy without affecting the existing reporting setups.

Ensure that you enter the JPK related categories and group categories using an indicative prefix to differentiate them from the existing natural accounts. In addition to the accounts that correspond to the actual group categories and account categories, define one more parent account as the JPK top level account to use as the top reference point for the JPK hierarchy tree. You can upload the JPK accounts using a spreadsheet or manually entering the values in the application.

## Setting Up Account Hierarchies

Set up your account hierarchies to report account balances at summary levels. You can enter up to a ten level hierarchy for information and other purposes. You must also define the following under the same hierarchy:

- JPK Top Level Account: At the P3 Parent Level.
- JPK Group Category Accounts: At the P2 Parent Level. They comprise 10 accounts in the range 0-9.
- JPK Category Accounts: At the P1 Parent Level. They comprise 3 digit accounts.

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- All the existing postable accounts used by the user: As Child values.

You can create and update hierarchies by navigating to the Upload Chart of Accounts page from the Setup and Maintenance work area. Run the Upload Enterprise Structures and Hierarchies process to create a hierarchy, and create or update a version. You can specify **JE_PL_ACCOUNT** in the **Value Set** list. To create a hierarchy for the tree code, use the same name that you used for the account value set. You can also use the tree code of the existing hierarchy where the JPK classifications are stored.

## Manually Adding JPK Accounts to the Chart of Accounts

You can manually create and upload a hierarchy by performing the following steps:

1. Navigate to the Manage Value Sets page from the Setup and Maintenance work area.
2. Search for the **JE_PL_ACCOUNT** value set in the **Value Set Code** field.
3. Click the **Manage Values** button.
4. Click the **Create** icon to add the JPK parent accounts.

## Managing an Account Hierarchy

Perform the following steps to manage account hierarchies:

1. Navigate to the Manage Account Hierarchies page from the Setup and Maintenance work area.
2. From the **Actions** menu in the Manage Account Hierarchies: Specify Definition page, select **Create Tree**.
3. Define the account name, code, and tree structure.
4. Add the **Accounting Flexfield Hierarchy** parent and detail values in the **Data Source Parameters** section.
5. Click **Save**,
6. Click **Next**.
7. From the **Actions** menu, select **New** in the **Specify Labels** section to create labels. You can create labels for top level accounts, group category accounts, and category accounts.
8. Click **OK**.
9. Click **Submit**.
10. Search for the tree.
11. Select the **JE_PL_ACCOUNT** row.
12. From the **Actions** menu, select **Create Tree Version**.
13. Provide the required values, and click **Next** to specify nodes.
14. Select **Add** to add new rows. The Add Tree Node dialog box opens.
15. Select **Specific values** as the **Tree Node Type**.
16. Select the correct data source to view parent values.
17. Select **JPK Top Level Account** as the **Label**.
18. From the **Available Nodes** list, select **JPK-JPK Top Level Account** and move it to the **Selected Nodes** section.
19. Follow the steps from step 12 to add the second level JPK Group Category Accounts and next level JPK Category Accounts.
20. Select **Accounting Flexfield Hierarchy Detail Values** in the **Data Source** list of values.

The JPK structure is now successfully set up. You can now add the detailed nodes for every account you added at the top level, group category level, and category level.

## Creating a Hybrid Structure

You can also create a single hybrid structure where a more conventional structure exists with the JPK structure. To create a hybrid structure, perform the following steps:

1. From the **Actions** menu, click **Create Tree Version**.

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2. Select the relative data source and labels as you did while setting up the JPK structure.
3. Click **Submit**.
4. Click **OK**.
5. Select the tree structure row.
6. Select **Column Flattening** from the **Actions** menu.
7. Click **Online Flattening**, and then select the **Force Flattening** option.
8. Click **OK**.
9. Click **Done**.
10. Select the tree structure row.
11. Select **Row Flattening** from the **Actions** menu.
12. Click **OK**.
13. Click **Done**.
14. Select the tree structure row.
15. From the **Actions** menu, select **Active** for **Set Status**.
16. On the Manage Account Hierarchies page, select **Offline Audit**.

# Assign a Mixed Hierarchy

The following example demonstrates how to set up a mixed hierarchy plan.

In this example, the existing plan has the value 262510 for a parent account of the postable accounts: 26251010, 26251020 and 26251050. In the same hierarchy and based on the JPK account categories provided by the Polish tax authorities, these accounts are set as children to the JPK220 JPK Category Account. This hierarchy is part the JPK2 Group Category account of the JPK hierarchy structure. However, the 262510 Parent account is set under parent2: REP2610, which can be under parent3 REP2T61, and other parent levels.

## Assign a Mixed Hierarchy

Perform the following steps to assign a mixed hierarchy to the Chart of Accounts:

1. From the Setup and Maintenance work area, navigate to the Manage Chart of Accounts Structures page.
2. Select **General Ledger** from the **Module** list of values.
3. Select **Manage Structure Instances**.
4. Select **Poland Accounting Flexfield** for the **Structure Name** field.
5. Select **JE_PL_ACCOUNT** from the **Segment Instances** section.
6. Click **Edit**.
7. On the **Edit Key Flexfield Segment Instance** window, search for **JE_PL_ACCOUNT** for the hierarchy **Tree Name**.
8. Click **OK**.
9. On the Manage Chart of Accounts Structures page, select the **General Ledger** row.
10. Click the **Deploy Flexfield** button.

## Manage a Reporting Sequence

According to the tax authorities of Poland, the journals included in the JPK Accounting Books extract file must have a gapless sequence. The sequence is depicted in the extract in the related XML tags. To implement this, define a reporting sequence for the following:

- All transactions that are created directly in General Ledger.

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- The transactions that are accounted from subledgers, which includes Payables and Receivables.

**Note:** The standard functionality of the reporting sequence during the closure of an accounting period is currently being used for this example.

1. Navigate to the Manage Accounting and Reporting Sequences page from the Setup and Maintenance work area.
2. Search for the account name in the Sequences tab.
3. Select **PL FY Journals** from the Search Results section.
4. Select the Sequencing Assignments tab.
5. Click **Create** to create the missing sequence for the General Ledger entries.
6. Enter a name and description for the sequence.
7. Assign the sequence as required.
8. Click **Save and Close**.

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# 6  Correction Documents

## Overview

### Correction Documents for Poland

A correction invoice is a separate value-added tax (VAT) document, which contains the changes to a transaction that is already issued to a customer. Use the Correction Documents for Poland process to generate a correction document based on the source invoice using parameter values.

Correction documents have the following structure and content:

- Transaction Header: The invoice header contains details that provide a link to the transaction being corrected. For multiple corrections, you can refer back to both the previous correction and the original document number.

- Lines: A correction document contains correction, reversal, and tax lines. Reversal lines cancel the equivalent line from the invoice being corrected. Correction lines represent the new version of the invoice line based on the parameter values.

You can create the following three types of corrections documents:

- Whole Price Adjustment: Creates a correction document that cancels the original invoice. When you cancel an invoice, the lines of the original transaction are reversed, and new lines are created with zero value.

- Discount Applicable to All Lines: Creates a correction document where the original lines are reversed. In each new line, the discount rate is applied to the net price of the original lines. The discount rate is derived from the discount percent value that is provided in the parameters.

- Reversal for Manual Corrections: Creates a correction invoice where the original lines are all reversed, and the correction lines contain the same value. You can make specific adjustments to the correction invoice lines.

The tax point date of the correction document is determined from the invoice that you are correcting.

> **Note:** The tax point date adjustments are applicable only if the tax point basis of the transaction is Invoice.

Transaction Header tax point date: The application copies the tax point date to the adjusted tax point date on the correction document if you populate the date on the transaction you are correcting. If you don't enter the adjusted

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tax point date on the transaction, the application copies the invoice date of the transaction you are correcting. The following apply to tax point date adjustments:

- Line Tax Point Date:
    - Reversal Lines: If the adjusted tax point date attribute on the line being corrected is populated, then this will be copied to the adjusted tax point date attribute on the correction document reversal line.

      If the adjusted tax point date attribute on the transaction being corrected is null, then the invoice date of the transaction being corrected will be copied to the adjusted tax point date on the correction document.
    - Correction Lines: The adjusted tax point date attribute of the line being corrected is copied to the adjusted tax point date attribute on the correction document line.
    - Tax Lines: The adjusted tax point date attributes are used by the Process Tax Point Date Adjustments program to update the tax point date of the associated tax lines.

*Related Topics*
- Correction Documents for Poland Topical Essay

# Setup

## Set Up Receivables Transaction Sources

You must define a specific transaction source to process correction documents for Poland.

To set up Receivables transaction sources, do the following:

1. On the **Setup and Maintenance** work area, navigate to the **Manage Transaction Sources** page.
2. Search for the transaction source.
3. Click **Edit**.
4. On the **Edit Transaction Source** page, fill the fields as shown in the following table:

| Field | Value |
|---|---|
| General Information Type | Imported |
| Reference Field Default Value | interface_header_attribute1 |
| Grouping Rule | Default |
| Standard Transaction Type | Enter the **Correction Transaction Type** that you defined |
| Import Information | All fields must be set to ID |

5. Click **Save**.

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# Set Up Receivables Transaction Types

After setting up a transaction source, you must define Receivables transaction types to process correction documents for Poland.

**Correction Transaction Types**

When you define the Correction Transaction Types, enter **Any Sign** in the **Creation Sign** field. This ensures that the correction documents contains both positive and negative lines.

Perform the following steps to set up transaction types:

1. On the **Setup and Maintenance** work area, navigate to the Manage Transaction Types page.
2. Click **Edit**. On the Edit Transaction Types page, complete the following fields as shown in the following table:

| Field | Value |
|---|---|
| Regional Information | Transaction Types for Poland |
| Correction Sign | Any Sign |
| Correction Invoice Transaction Source | Select a transaction source from the list of values. |
| Correction Invoice Transaction Type | Select a transaction type from the list of values. |

3. Click **Save**.

**Regular Transaction Types**

1. On the **Edit Transaction Type** page, enter **Transaction Types for Poland** as the **Regional Information**.
2. Enter to the Correction Invoice Transaction Source and Correction Invoice Transaction Type that must be created for the transaction type.
3. Click **Save**.

# Set Up Descriptive Flexfields for Correction Documents

This topic explains how to set up descriptive flexfields for Correction Documents for Poland.

To define descriptive flexfields segments for the flexfield code RA_INTERFACE_LINES:

1. From the **Setup and Maintenance** work area, navigate to the **Manage Descriptive Flexfields** page.

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**2.** This table shows the values you must enter in the **Edit Context: Correction Invoice for Poland** page:

| Field | Value |
|---|---|
| Display Name | Correction Invoice for Poland |
| API Name | CorrectionInvoiceForPoland |
| Enabled | Yes |

**3.** This table shows the values you must enter in the **Context Sensitive Segments** section of the **Edit Context: Correction Invoice for Poland** page:

| Sequence | Name | Code | Value Data Type | Display Type | Value Set | Enabled | Required | Prompt |
|---|---|---|---|---|---|---|---|---|
| 10 | batch_id | batch_id | Character | Hidden | FND_FLEX_ UPGRADE_ FORMAT_ ONLY_ VARCHAR2_ L25 | Yes | Yes | batch_id |
| 20 | trx_id | trx_id | Character | Hidden | FND_FLEX_ UPGRADE_ FORMAT_ ONLY_ VARCHAR2_ L25 | Yes | Yes | trx_id |
| 30 | line_id | line_id | Character | Hidden | FND_FLEX_ UPGRADE_ FORMAT_ ONLY_ VARCHAR2_ L25 | Yes | Yes | line_id |
| 40 | batch_ number | batch_ number | Character | Hidden | FND_FLEX_ UPGRADE_ FORMAT_ ONLY_ VARCHAR2_ L25 | Yes | No | batch_ number |

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| Sequence | Name | Code | Value Data Type | Display Type | Value Set | Enabled | Required | Prompt |
|---|---|---|---|---|---|---|---|---|
| 50 | p_sign | p_sign | Character | Hidden | FND_FLEX_ UPGRADE_ FORMAT_ ONLY_ VARCHAR2_ L25 | Yes | No | p_sign |

4. Click **Save and Close**.

# 7  Commercial Documents

## Overview

## Set Up Commercial Documents for Poland

To print commercial documents for Poland, the application lets you use the following layouts:

- VAT Invoice
- Correction VAT Invoice

> **Note:**  You can also design your own layouts using the Oracle Analytics Publisher tool and associate them with Print Commercial Documents for EMEA. You can use one of the delivered layouts as a starting point to design your own layout.

You must define the following setups before setting up commercial documents for Poland:

- Data Security
- Geographies
- Address Style Format
- Enterprise Structures
- Tax Regimes to Rate Flow
- Tax Profiles for Parties
- Tax Rules
- Customers and Suppliers
- First Party Bank, Branch, and Account

### Defining Tax Reporting Types and Codes

Tax reporting types and codes are used to manage the list of available layouts, and classify documents to support complex conditional printouts. Navigate to the Manage Tax Reporting Types page from the Setup and Maintenance work area to maintain the tax reporting types. The following are the two tax reporting codes associated with Poland:

- **ORA_JEPL_PCD_PRINT_TEMPLATE**: Use this tax reporting type code to manage the available layouts that you can use for printing the template for each transaction.
- **ORA_JEPL_TAX_EXEMPTION**: Use this tax reporting type to manage the justifications for tax exemption.

### Defining First-Party Banking Details

To display the bank detail of the issuer's legal entity on the printed invoice, define the banking information for the related Legal Entity Reporting Unit. Complete the following steps to define first-party banking details:

1. Navigate to the Legal Reporting Unit Tax Profiles page from the **Setup and Maintenance** work area.

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2. In the **Bank Account Details** section, select or define the tax registration for the legal reporting unit, and define the name, branch, and bank account of the issuer's bank

## Defining Receivables Transaction Types

Receivables transaction types are one of the sources that determine the layout you can use for a particular document. Perform the following tasks to complete the setup:

1. Search for the **Manage Transaction Types** task from the **Setup and Maintenance** work area.
2. Search for the Receivables transaction type set in the **Transaction Type Set** field.
3. From the **Search Results** section, select the transaction types you want to use for Receivables.
4. On the Edit Transaction Type page, select **Transaction Types for Poland** in the **Regional Information** field.
5. Select the print template for the selected transaction in the **Print Template** field.
6. Click **Save and Close**.

## Defining Document Fiscal Classifications

You can use document fiscal classifications to determine the layout you want to use with a particular document. Perform the following tasks to assign a tax reporting code to a document fiscal classification code:

1. Navigate to the Manage Transaction-Based Fiscal Classification page from the **Setup and Maintenance** work area.
2. Select **Document Fiscal Classification Codes** from the list of values, and click **Search**.
3. Enter **Poland** as the **Country** search field, and click **Search**.
4. Select a document type and click **Edit**.
5. On the Edit Fiscal Classification Code page, you can see the tax reporting codes associated with the document type you selected. Select a tax reporting code.
6. Click **Save and Close**.

You can repeat this task for correction invoices and prepayments.

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