



# Country Solution Czech Republic

IFSCLOUD24R1

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## Note:

The capabilities listed below have in the earlier releases of IFS Cloud (versions 21R1 and 21R2) been moved to generic functionality. These capabilities are no longer parameterized from Localization Control Center, they are general for any country.

The capabilities moved to generic functionality are:

- Netting Proposal/Confirmation Printout
- Posting Prepayments Based on Prepayment Type
- Follow-up Cost on Material Issued and Finished Goods
- Credit Instant Invoice

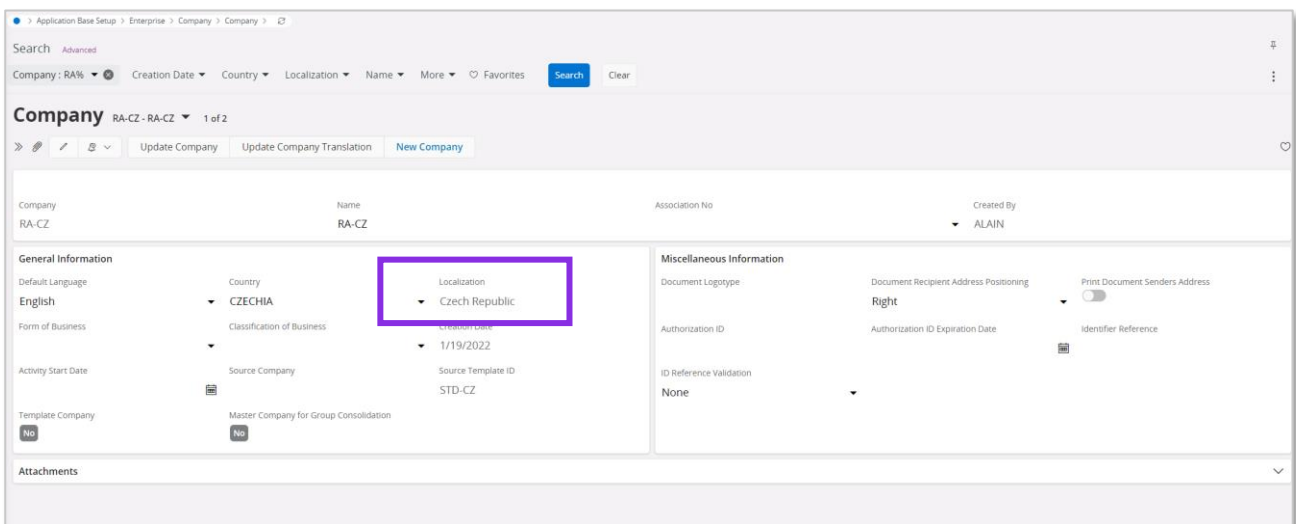
# 1 Company Set-up

## 1.1 Overview

In order to utilize the Czech functionality, the company must be set up as using the Czech Republic localization. This is defined in the **Company** page.

## 1.2 Define localization

- Open the page, **Company**.
- Search for the company.
- Select **Czech Republic** from the drop-down list in the Localization field and **Save**. Note that this cannot be changed once transactions are created for the company.



The screenshot shows the 'Company' page in the IFS system. The breadcrumb trail is 'Application Base Setup > Enterprise > Company > Company'. The search bar shows 'Company: RA-CZ'. The main content area displays the 'Company' details for 'RA-CZ'. The 'Localization' field is highlighted with a red box and is set to 'Czech Republic'. Other fields include 'Country' (CZECHIA), 'Default Language' (English), 'Form of Business', 'Activity Start Date', 'Template Company' (No), 'Miscellaneous Information', 'Document Recipient Address Positioning' (Right), and 'ID Reference Validation' (None).

## 1.3 Select Localization functionality

Specify which functionality to use.

- Open **Localization Control Center** sub menu under **Company**.
- The localization selected in previous step is displayed in the **Localization Control Center** field and cannot be changed.
- All functionality available for Czech Republic is presented in the list. Enable/Disable the functionality based on the requirements for the company by enabling the radio buttons. Note that some functionality is mandatory and cannot be disabled.

Application Base Setup > Enterprise > Company > Company > Localization Control Center

### Localization Control Center RA-CZ - RA-CZ 1 of 2

Company: RA-CZ, Name: RA-CZ, Association No: , Created By: ALAIN  
Localization: Czech Republic

Functionality	Description	Mandatory	Enabled
<input type="checkbox"/> Access Control for Inventory Reservation	Enables a more specific access control for making inventory reservation, instead of using the user-allowed-sites control as in core.	No	No
<input type="checkbox"/> Access Control for Inventory Transaction	Enables a more specific user access control for performing inventory transactions instead of using the user-allowed-sites control as in core.	No	No
<input type="checkbox"/> Detailed Cash Receipt Printout for Cash Box	Enables printing of cash receipt for cash box transactions with additional details of company, supplier or customer and posting information.	No	No
<input type="checkbox"/> Currency Rate Date Extended Capabilities for Incoming I	Enables handling of invoice currency rate and tax currency rate for incoming invoices, based on the currency rate date setup in company and supplier.	Yes	Yes
<input type="checkbox"/> Czech Republic and Slovakia Payment Formats	Enables the use of the MultiCash payment formats CZMCDOM (for domestic) and CZMCFOR (for foreign) supplier and non-supplier payments.	No	No
<input type="checkbox"/> Tax Reporting - Czech Republic	Enables the generation of Czech VAT Control Statement, VAT Return Report, VAT Summary Report, Tax Purchase Report and Tax Sales Report.	Yes	Yes
<input type="checkbox"/> Internal Numbering of Supplier Invoices	Enables internal sequential numbering of incoming invoices.	No	No
<input type="checkbox"/> Currency Rate Date and Voucher Date Extended Capabil	Enables to use delivery date as voucher date and tax currency rate date in customer order invoice, instant invoice and project invoice. Enhancement of outgoing invoice currency r.	No	No
<input type="checkbox"/> Handle Prepayment Tax Documents	Enables handling of prepayment tax documents required to calculate and report tax from prepayments.	No	No
<input type="checkbox"/> Tax Reliability Control on Suppliers	Enables the control of the supplier's tax reliability status when entering purchase orders, manual supplier invoices and payment proposals.	No	No
<input type="checkbox"/> Extended Voucher Detail Report	Enhance Voucher Detail Report with references and additional company data.	Yes	Yes

Attachments

## 2 Tax Reliability Control on Suppliers

### 2.1 Overview Legal Requirement

As a measure to prevent tax evasion, companies are obliged to control the reliability of suppliers. As of January 1, 2013, there is a Czech regulation in force that obliges Czech taxpayers to check whether their suppliers are reliable or not. This check is done via a web site ([http://adisreg.mfcr.cz/cgi-bin/adis/idph/int\\_dp\\_prij.cgi?ZPRAC=FDPHI1&poc\\_dic=1](http://adisreg.mfcr.cz/cgi-bin/adis/idph/int_dp_prij.cgi?ZPRAC=FDPHI1&poc_dic=1)).

VAT payers who do not comply with their obligations are considered as "unreliable". Recipients of supplies will be liable for any VAT not paid by suppliers who are identified as "unreliable".

As of April 1, 2013, the Czech taxpayers should also check the validity of the bank account number of the supplier on the above website. According to the Czech law, the taxpayer is only allowed to transfer the payment of the invoice of a certain supplier to the bank account as mentioned on the above website.

There is no legal requirement to have such controls in the companies' ERP solution but best business practice to avoid situations where companies become liable for the VAT that the supplier shall pay to the tax authorities.

### 2.2 Solution Overview

Functionality is added to define if suppliers are considered unreliable and if bank accounts are valid for payments. There are also added controls and warning messages raised in the following scenarios:

- Control of supplier reliability is performed in the following scenarios:
  - Purchase order entry
  - Manual supplier invoice entry
  - Creating supplier payment proposal
  - Acknowledging tax proposal
- Control of bank account validity is performed in the following scenarios:
  - Authorizing invoice for payment
  - Creating supplier payment proposals

#### Process Overview



### 2.3 Prerequisites

- The company must be set up to use Czech Republic localization, see the Company Setup chapter, and the **Tax Reliability Control on Suppliers** parameter must be enabled.

## 2.4 Define the reliability status on the Supplier

After checking the tax authority's database, the user can manually update the supplier basic data via **Application Base Setup/Enterprise/Supplier/Supplier/Address** tab and **Document Tax Information** sub tab.

The following columns are added:

- **Supplier Tax Reliability Status.** Enter the status for the supplier. Values are **Not set**, **Reliable** and **Unreliable**.
- **Supplier's Tax Reliability Declaration Date.** This is the date the tax authorities have classified the supplier's reliability. The information is provided via the tax authority's web site and entered manually.
- **Supplier's Tax Reliability Status Last Modified.** This is the date when the reliability data was last updated, it's entered manually.

**Address** FIELDS - FIELDS NIWADK UNRELIABLE 1 of 1

Supplier: FIELDS Name: FIELDS NIWADK UNRELIABLE

Address ID: 01

Supplier's Own Address ID Supplier Name

GENERAL ADDRESS INFORMATION DELIVERY TAX INFORMATION **DOCUMENT TAX INFORMATION** PURCHASE ADDRESS INFORMATION

Validate Tax ID Number Edit Tax Reliability Information

Company	Tax ID Type	Tax ID Number	Tax ID Validated Date
NIWAPOLAND	PL	453453453453	

Attachme Delete Add to Favorites Validate Tax ID Number **Edit Tax Reliability Information**

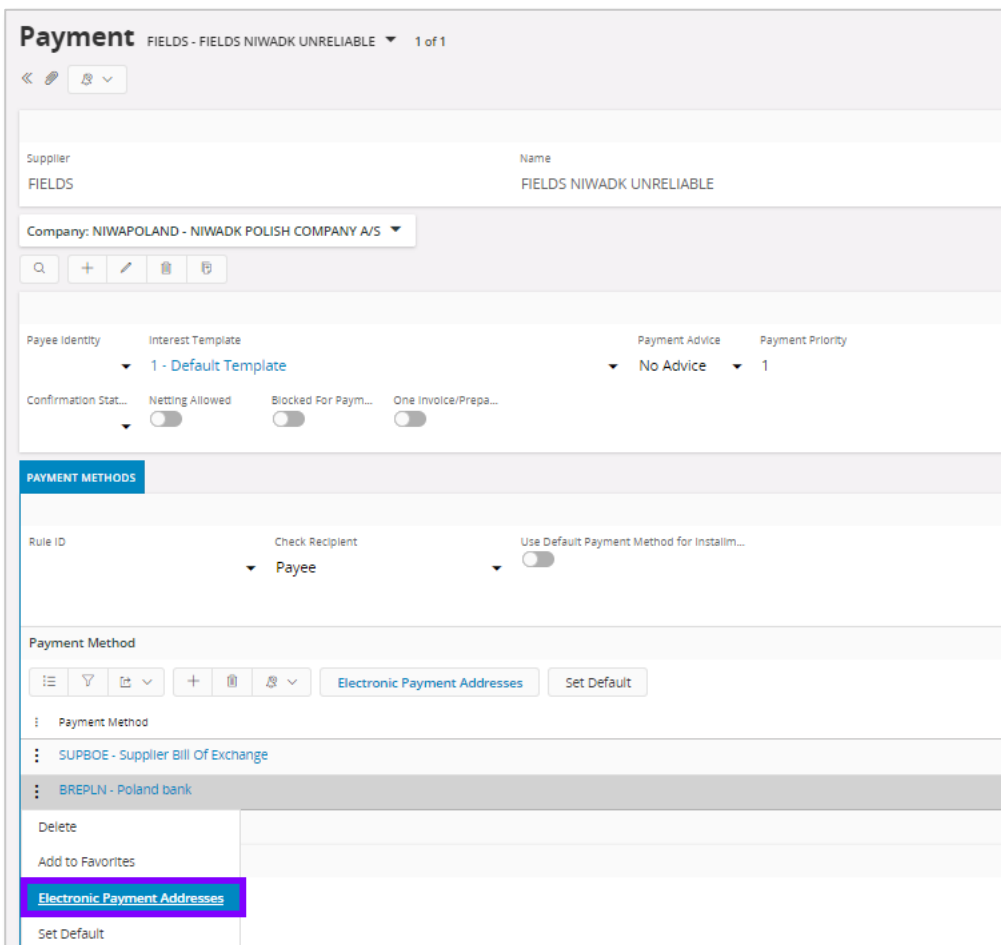
**Tax Reliability Information**

Tax ID Number	Tax Reliability Status	Tax Reliability Declaration Date	Tax Reliability Status Last Modified
4634643535	Unreliable	7/23/2021	7/23/2021

## 2.5 Define the bank account validity on the Supplier

Supplier reliability status and bank account validation recognized as independent functionalities. Therefore, irrespective of the **Supplier Reliability Status**, electronic payment address's **Account Validation** checkbox can be updated to define the bank account validity on the supplier.

This is defined as supplier basic data via the **Application Base Setup/ Enterprise/ Supplier/ Supplier/ Payment** tab and sub tab **Payment Method**. Open the context menu and select **Electronic Payment Addresses** to open the **Bank Address** page. A new, **Account Validated** check box and **Account Validated Date** fields are added where the user may define if the account is valid or not with the account validated date.



**Payment** FIELDS - FIELDS NIWADK UNRELIABLE 1 of 1

Supplier: FIELDS Name: FIELDS NIWADK UNRELIABLE

Company: NIWAPOLAND - NIWADK POLISH COMPANY A/S

Payee Identity: 1 - Default Template Interest Template: 1 - Default Template Payment Advice: No Advice Payment Priority: 1

Confirmation Stat...: Netting Allowed: Blocked For Paym...: One Invoice/Prepa...

**PAYMENT METHODS**

Rule ID: Check Recipient: Payee Use Default Payment Method for Installm...:

Payment Method

- Payment Method
- SUPBOE - Supplier Bill Of Exchange
- BREPLN - Poland bank**

Delete

Add to Favorites

**Electronic Payment Addresses**

Set Default

**BREPLN Payment Addresses - FIELDS**

+ Save Cancel New

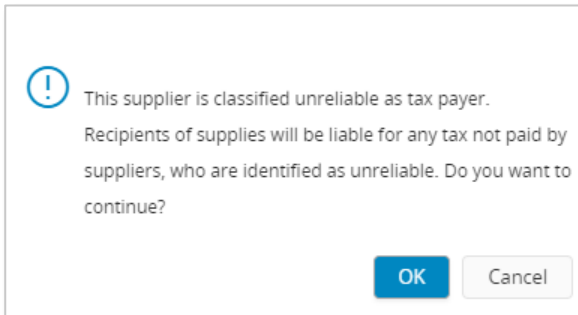
(1) Payment Method	Address ID	Description	Account	Default	Blocked for Use	Bank Account Validated	Bank Account Validated Date	SWIFT Code/BIC
<input checked="" type="checkbox"/> BREPLN	1	Polish Krakow branch	342535345324324	Yes	<input type="checkbox"/>	<input type="checkbox"/>		



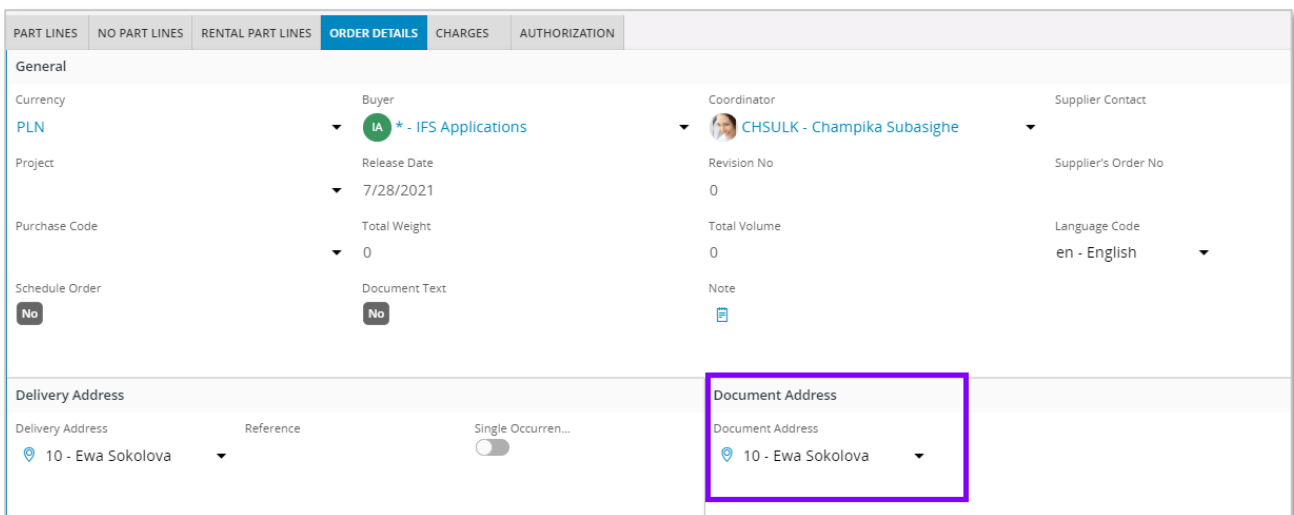
## 2.6 Validation and Warning when entering a purchase order

When creating a new purchase order, the reliability of the supplier is validated.

If the value on the supplier is **Unreliable** a warning message is displayed.



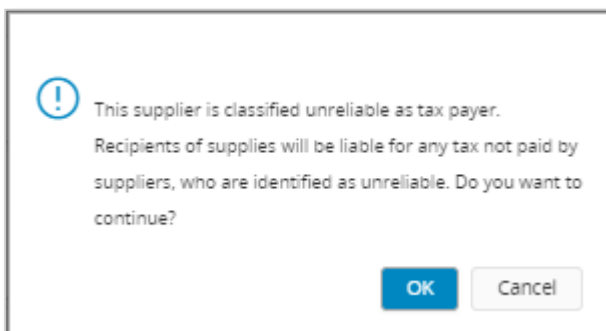
The supplier's document address as defined in the purchase order header will be used to perform the validation.



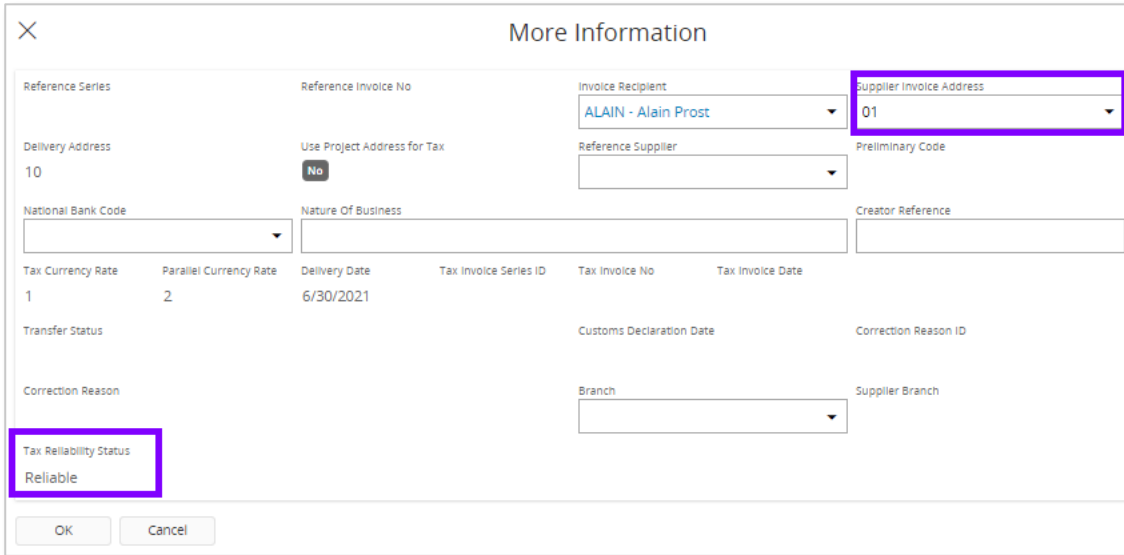
The screenshot shows the "ORDER DETAILS" tab of a purchase order header. The "General" section includes fields for Currency (PLN), Buyer (IA - IFS Applications), Coordinator (CHSULK - Champika Subasighe), Project (Release Date: 7/28/2021), Purchase Code (Total Weight: 0), Schedule Order (No), and Document Text (No). The "Delivery Address" section shows the address "10 - Ewa Sokolova". The "Document Address" section, highlighted with a purple box, also shows the address "10 - Ewa Sokolova".

## 2.7 Validation and Warning when entering a manual supplier invoice

When creating a manual supplier invoice, the reliability of the supplier is validated. If the value on the supplier record is set to **Unreliable** a warning message is displayed when saving the invoice.



The chosen supplier invoice address set for the invoice will be used to perform the validation. This may be changed in **Manual Supplier Invoice** page and the **General Invoice Information** dialog box accessed under the **General Info** context menu option. The reliability of the selected address is displayed in the **Tax Reliability Status** field.

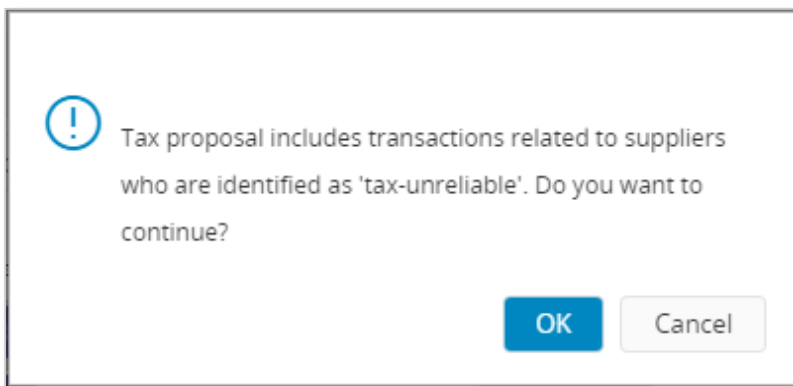


The screenshot shows a 'More Information' dialog box with the following fields and values:

- Reference Series: (empty)
- Reference Invoice No: (empty)
- Invoice Recipient: ALAIN - Alain Prost
- Supplier Invoice Address: 01
- Delivery Address: 10
- Use Project Address for Tax: No
- Reference Supplier: (empty)
- Preliminary Code: (empty)
- National Bank Code: (empty)
- Nature Of Business: (empty)
- Creator Reference: (empty)
- Tax Currency Rate: 1
- Parallel Currency Rate: 2
- Delivery Date: 6/30/2021
- Tax Invoice Series ID: (empty)
- Tax Invoice No: (empty)
- Tax Invoice Date: (empty)
- Transfer Status: (empty)
- Customs Declaration Date: (empty)
- Correction Reason ID: (empty)
- Correction Reason: (empty)
- Branch: (empty)
- Supplier Branch: (empty)
- Tax Reliability Status: Reliable

## 2.8 Validation and Warning when acknowledging a Tax Proposal

When acknowledging a tax proposal, the reliability of the supplier is validated. If the value on the supplier record is set to **Unreliable** a warning message is displayed.



To show the tax reliability status in the tax proposal, **Tax Reliability Status** column is added to **Tax Proposal Details** page. This column is automatically updated with the changes in the supplier basic data.

**Tax Proposal Details** 2 - mix 1 of 1 Acknowledged

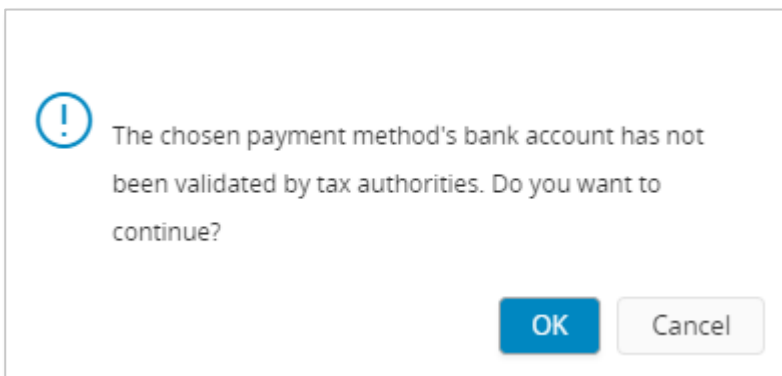
Tax Proposal: 2 - mix      Creation Date: 7/28/2021      User ID: ALAIN

Tax Report: MIX - All tax codes      Tax Template: S103 - Generic Tax Template

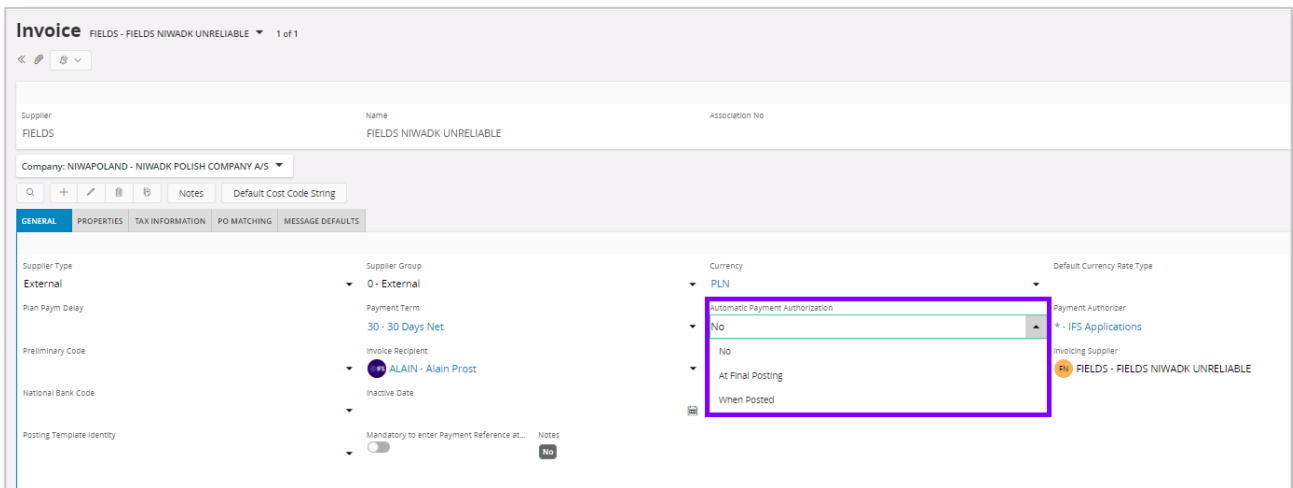
DETAILS		PARAMETER									
		Currency Rate	Tax Amount in Reporting Currency	Tax Base Amount in Reporting Currency	Correction	Tax ID Reference	Trans Code	Tax Book ID	Subgroup	Tax Number per Tax Code	Tax Reliability Status
<input type="checkbox"/>	:	1	-60.0000	-240.0000	No		IP10	TB			Unreliable
<input type="checkbox"/>	:	1	60.0000	240.0000	No		IP3	TB			Unreliable
<input type="checkbox"/>	:	1	60.0000	240.0000	No		IP9	TB			Unreliable
<input type="checkbox"/>	:	1	-20.0000	-80.0000	No		IP10	TB			Unreliable
<input type="checkbox"/>	:	1	-20.0000	-80.0000	No		IP10	TB			Unreliable
<input type="checkbox"/>	:	1	-20.0000	-80.0000	No		IP10	TB			Unreliable
<input type="checkbox"/>	:	1	-20.0000	-80.0000	No		IP10	TB			Unreliable
<input type="checkbox"/>	:	1	-20.0000	-80.0000	No		IP10	TB			Unreliable

## 2.9 Validation and warning when authorizing invoice for payment

A validation is done to control whether the bank account on the payment method is valid. If the chosen bank account is not valid for the supplier or connected payee for the supplier, a warning message is displayed. The warning is generated at time of authorizing the invoice installment for the payment.



This authorization can be done manually or automatically. This is set up as basic data on the supplier in the **Supplier/Invoice** tab and **General** subtab, this is IFS Cloud standard functionality.



Supplier: FIELDS, Name: FIELDS NIWADK UNRELIABLE, Association No: [blank]

Company: NIWAPOLAND - NIWADK POLISH COMPANY A/S

Supplier Type: External, Supplier Group: 0 - External, Currency: PLN, Default Currency Rate Type: [blank]

Automatic Payment Authorization: **No** (highlighted in purple box)

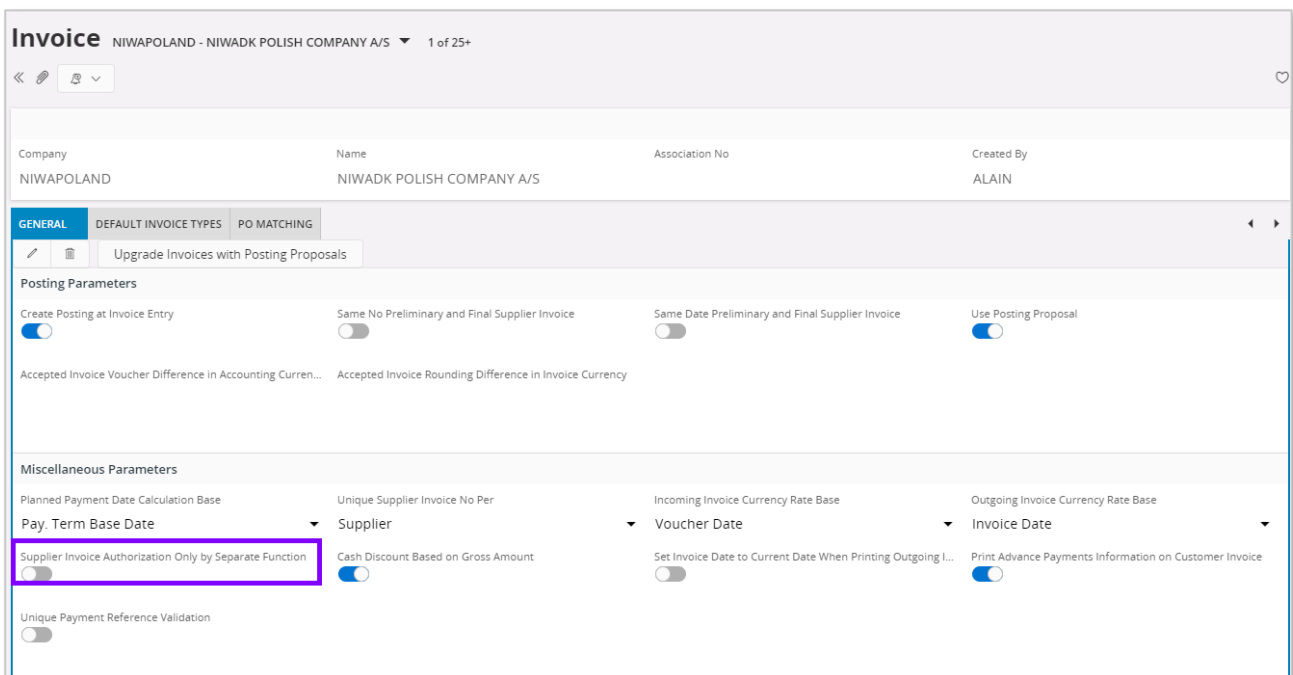
Payment Term: 30 - 30 Days Net, Invoice Recipient: ALAIN - Alain Prost, Inactive Date: [blank]

Payment Authorizer: \* - IFS Applications, Invoicing Supplier: FIELDS - FIELDS NIWADK UNRELIABLE

The following options are available:

- **No** - The validation of the account is done when the **Authorize** check box is manually selected in the *Supplier Invoice Installment Plan and Discount* page.
- **At Final Posting** - The validation of the account is done when final postings are created.
- **When Posted** - The validation of the account is done when the first postings are created for the invoice.

On company level, on the **Company/Invoice** tab, it's possible to control if invoice authorization should be done in a separate function/page, this is IFS Cloud standard functionality. If the **Supplier Invoice Authorization Only by Separate Function** check box is selected the authorization can only be done from the **Authorize Invoices for Payment** page. The validation of the account is performed when the **Authorized** check box is selected.



Company: NIWAPOLAND, Name: NIWADK POLISH COMPANY A/S, Association No: [blank], Created By: ALAIN

Posting Parameters:

- Create Posting at Invoice Entry:
- Same No Preliminary and Final Supplier Invoice:
- Same Date Preliminary and Final Supplier Invoice:
- Use Posting Proposal:

Miscellaneous Parameters:

- Supplier Invoice Authorization Only by Separate Function:  (highlighted in purple box)
- Unique Supplier Invoice No Per Supplier:
- Cash Discount Based on Gross Amount:
- Unique Payment Reference Validation:

Search **Advanced**  Show only current results

Status ▾ Installment ID ▾ Authorizer ▾ More ▾ Favorites Clear 🔍 Settings

### Authorize Invoices for Payment

Authorize Modify Remittance Information

(1) ✓		Supplier	Authorized	Authorizer	Series ID	Invoice Number	Insta... ID	Amount	Due Date	One-Time Suppli...	Status	On Hold	On Hold Reason ID
<input checked="" type="checkbox"/>		MN MA F	No	* - IFS Applications	SI	NIWA04	1	10,000.0000 PLN	7/26/2021	No	Created	No	
<input type="checkbox"/>		BC BELU	No	* - IFS Applications	SI	NIWA04	1	1,000.0000 PLN	7/27/2021	No	Created	No	
<input type="checkbox"/>		BC BELU	No	* - IFS Applications	SI	WWW	1	1,000.0000 PLN	7/30/2021	No	Created	No	
<input type="checkbox"/>		BC BELU	No	* - IFS Applications	SI	NIWA15	1	700.0000 PLN	7/30/2021	No	Created	No	
<input type="checkbox"/>		MN MA F	No	* - IFS Applications	SI	NIWA31	1	1,000.0000 PLN	8/5/2021	No	Created	No	
<input type="checkbox"/>		MN MA F	No	* - IFS Applications	SI	NIWA30	1	500.0000 PLN	8/6/2021	No	Created	No	
<input type="checkbox"/>		MN MA F	No	* - IFS Applications	SI	NIWA50	1	100.0000 PLN	8/21/2021	No	Created	No	
<input type="checkbox"/>		MN MA F	No	* - IFS Applications	SI	NIWA102	1	100.0000 PLN	8/24/2021	No	Created	No	

## 2.10 Validation and Warning when creating a Payment Proposal

When creating a new supplier payment proposal, a validation is done to control the reliability status of the supplier and a control is done to check that the account connected to the payment method is valid.

If the supplier or payee is unreliable and/or the account is not valid a warning message is displayed. For the account to be validated, it's required that the invoices are registered with a **Payment Method** and **Payment Address ID**.

The validation is performed in the following scenarios:

- When creating the proposal under the **Create Proposal** context menu option in the **Accounts Payable/Supplier Payment Proposal/Supplier Payment Proposals** page
- When connecting invoices manually in the **Supplier Payment Proposal Details** page in the **Details** tab.

Read IFS Cloud Documentation for more information on how to use these functions.

× **New Supplier Payment Proposal**

● General Information
○ Cash Account and Payment Method Information
○ Filtering and Additional Information
○ Schedule
○ Schedule Options

**Start Option**

Start now

Run in background

Schedule

**Date Selection**

Based On:  Date  Substitution Variables

First Possible Pay Date:

Until Plan Pay Date:

**Company and Supplier Selection**

Company:

Based On:  Supplier  Supplier Group

Priority:

← Previous
Next →
Finish
Cancel

Once the proposal is created you can go to the detail page and view connected invoices. There are five new columns added, **Tax Reliability Status**, **Declaration Date**, **Last Modified**, **Account Validated Date** and **Account Validated**, to indicate the supplier's status. Based on this information decision can be made whether to pay or not before acknowledging the payment.

**Supplier Payment Proposal Details** 6 of 1 Created

Proposal ID: 6    Creation Date: 7/31/2021    User ID: ALAIN    Until Plan Pay Date: 9/1/2021    Method Plan Status: Not Generated

**DETAILS** | PAYMENT METHOD PLAN | PARAMETERS

Print Proposal    Recalculate Netting Possibility    Recalculate Offset Possibility

✓	1	Tax Code	Tax Amount	Order Reference	Invoice Date	Due Date	Plan Pay Date	Discount Data	Voucher Date	Text	Notes	Pre-spotting	Cash Account	Check Recipient	Payee	Included in Payment Method Plan	Payment Method	Payment Address ID	Tax Reliability Status	Tax Reliability Declaration Date	Tax Reliability Status Last Modified	Bank Account Validated	Bank Account Validated Date
<input type="checkbox"/>	:						7/31/2021				No	No		Payee	NIW	No	BGF	1	Unreliable	7/23/2021	7/23/2021	No	7/6/2021
<input type="checkbox"/>	:						7/31/2021				No	No		Payee	NIW	No	CHK	01	Unreliable	7/23/2021	7/23/2021	Yes	
<input type="checkbox"/>	:						7/31/2021				Me	Me		Payee	NIW	No	ISO20022	01	Unreliable	7/23/2021	7/23/2021	Yes	7/31/2021

## 2.11 Delimitations

- There is no online, nor offline connection developed to integrate IFS Cloud with the tax authorities' database.
- This functionality is only available in purchase order entry, manual supplier invoice entry, supplier invoice authorization for payment, payment proposal and tax proposal.

## 3 VAT Control Statement

### 3.1 Overview Legal Requirement

Starting from 1st January 2016 (according to Articles 101c – 101i of Act no.: 235/2004 Coll., on VAT as amended, hereinafter “the VAT Act”), selected entities (taxable persons registered for VAT) are obliged to submit so-called ‘VAT Control Statement’ report.

There is an obligation to submit data from particular tax documents which are already required to be recorded in the tax evidence by the VAT Act. This data will be reported in the VAT Control Statement based on issued and received tax documents (including simplified tax invoices).

Only taxable entities registered for VAT in the Czech Republic (with assigned CZ VAT ID number) will have the obligation to submit the VAT Control Statement.

Transactions which shall be declared in the VAT Control Statement:

1. Domestic taxable supplies (CZ) or receipt of advance payment (lines 1, 2 or 25 of the CZ VAT return)
2. Domestic acquisition of goods/services or providing of advance payment (lines 40, 41 or 10 and 11) of the CZ VAT return
3. Received transactions from which the acquirer is obliged to declare VAT according to article 108 section 1b), c) of the VAT Act (lines 3, 4, 5, 6, 9, 12 and 13 of the CZ VAT return)
4. Special scheme for investment gold:
  - Received Intermediary Service for which VAT is applied according to Article 92 section 5 of the VAT Act
  - Supply of VAT-exempt investment gold for which taxable person registered for VAT is entitled to deduct VAT pursuant to Article 92 section 6 b) and c), or
  - Production of investment gold or transformation of gold into investment gold according to Article 92 section 7 of the VAT Act.

### 3.2 Solution

To handle the Czech tax reporting requirement, the IFS Cloud standard tax reporting process including the tax transactions and the corresponding tax proposal functionality is used. An XML file is created which can be submitted to the tax authorities.

The VAT Control Statement requires Code of Supply, Fill Mode Code, identification of non-deductible tax amount, and Customer Date of Incorporation.

Tax Category 1 and Tax Category 2 are added to support reporting the Code of Supply and Fill Mode Code. IFS standard functionality is used to identify the non-deductible tax amounts and the Date of Registration is used to fetch the date of incorporation details in Czech Republic VAT reporting.

- The following new data is added for companies in Czech Republic during the installation.

New tax template : “GCZ001 - Czech VAT Control Statement”.

New external file type : “TaxRepCZ - Czech Tax Reporting” .

New external file template : “TaxRepCZVatCtrlStmt - Czech Vat control statement”

New tax group : “KH2016 - Czech VAT Control Statement”.

New data is generated for tax template **GCZ001** on the **Tax Group** page and the **Tax Template Field Control** page, if STD- CZ- Czech Company Template is used in company creation or company update process.

If STD-CZ company template is used in the company creation process, new data is added for the companies with localization variant **Czech Republic** is selected in the **Company/General** tab, and localization parameter **Tax Reporting – Czech Republic** is enabled.

After the company creation, if **STD-CZ** company template is used for the company update process, new data is added to the companies for which the localization variant **Czech Republic** is selected in the **Company/General** tab and localization parameter **Tax Reporting – Czech Republic** is enabled.

- A new basic data window is added to define the tax categories in **Accounting Rules/Tax/Tax Categories**. Tax categories can be used to classify and group the tax transactions for any reporting purpose.  
In Czech Republic localization, **Tax Category 1** can be used for reporting the **Czech Code of Supply** and **Tax Category 2** can be used for reporting the **Fill Mode Code**.

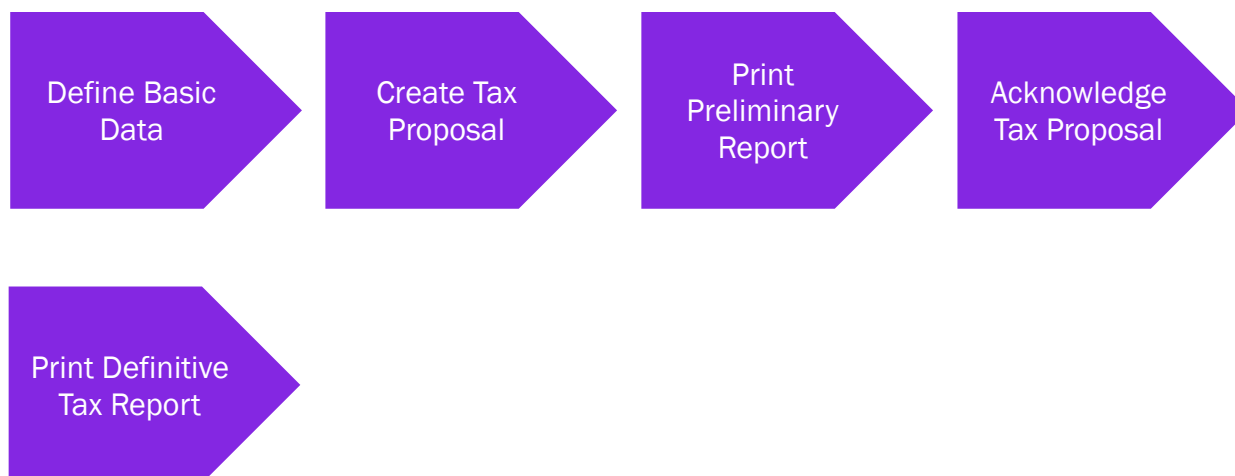
The tax categories can be attached to the tax codes, and it is fetched to the invoice lines through tax lines of the customer/supplier invoices. The tax categories can also be changed in tax lines of the invoices. These tax categories are fetched to the tax transactions of the tax ledger in order to be used for tax reporting.

The tax category details are fetched to **Tax Categories** page from the company template.

- A new **VAT Control Header** dialog is added. Use it when the tax report is printed/preliminary printed or re-printed. This dialog is used to specify report/file header details that do not always exist in the IFS Cloud standard version.
- The **standard non-deductible functionality** is used to specify a proportional claim of tax deduction under the 75 section in the VAT Statement report.
- New **Date of Registration** field is introduced to the **Customer/General** tab for the customers that are not obliged to pay VAT.
- For the validation of invoice amounts, new **Above Tax Control Limit** option is added to the customer, supplier, and project invoices. The same option is also presented in the tax transactions.
- To enter supplier’s tax liability date for supplier invoices, the new **VAT Control Report Date** is added to the **Tax Transactions** page.



### 3.2.1 PROCESS OVERVIEW



### 3.3 PREREQUISITES

- The company must be set up to use Czech Republic localization, see the Company Setup chapter and the **VAT Reporting** parameter must be enabled.
- Only transactions in the tax ledger will be subject for the report hence, tax codes must be used accordingly.
- Use STD-CZ company template for company creation or company update process in order to fetch the details of tax groups and subgroups from the company template.

#### 3.3.1 ASSUMPTIONS

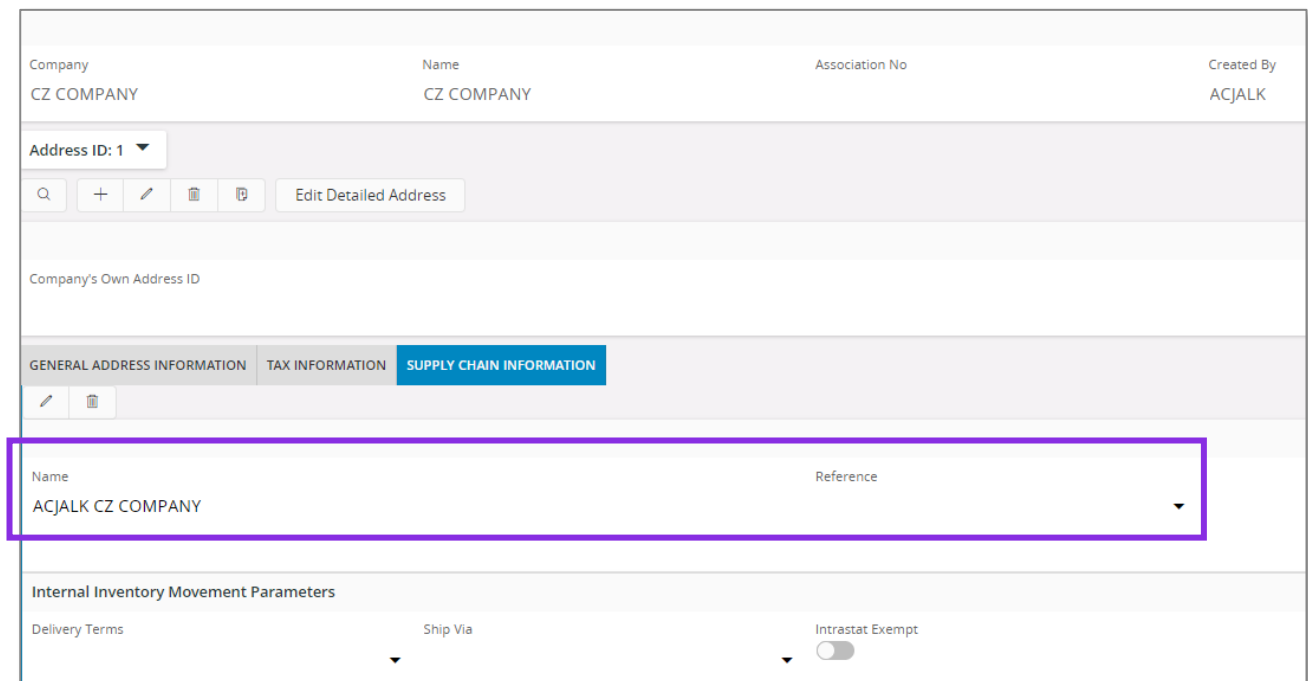
It is an assumption that the user is familiar with the IFS Cloud standard process for tax reporting and have knowledge about country specific requirements i.e., tax consultant type/code, control report data etc.

### 3.4 DEFINE BASIC DATA

To be able to generate the **VAT Control Statement**, some basic data must be set up. The basic data is used both in the header section and in the sub sections of the report.

#### 3.4.1 COMPANY NAME

The company name given for an address identity will be used in the header section. If an extended company name is requested, the name field in **Application Base Setup/ Enterprise/ Company/ Company page Address/ Distribution** tab is being used up to 100 characters and the input in this field will overwrite the company name from the address identity.



Company	Name	Association No	Created By
CZ COMPANY	CZ COMPANY		ACJALK

Address ID: 1

Company's Own Address ID

GENERAL ADDRESS INFORMATION | TAX INFORMATION | **SUPPLY CHAIN INFORMATION**

Name	Reference
ACJALK CZ COMPANY	

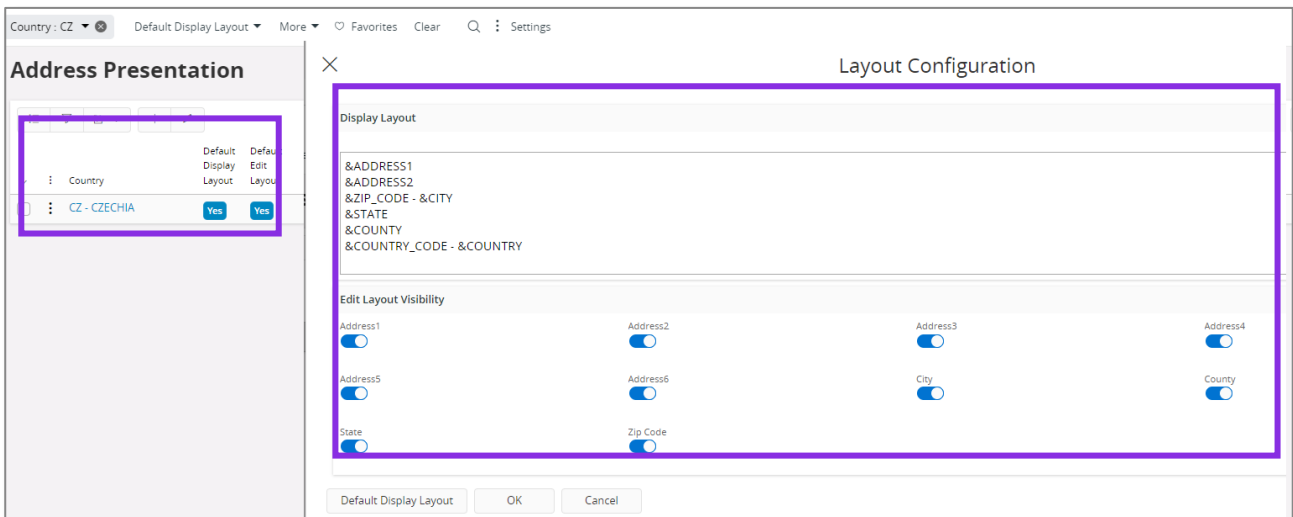
Internal Inventory Movement Parameters

Delivery Terms	Ship Via	Intrastat Exempt
		<input type="checkbox"/>

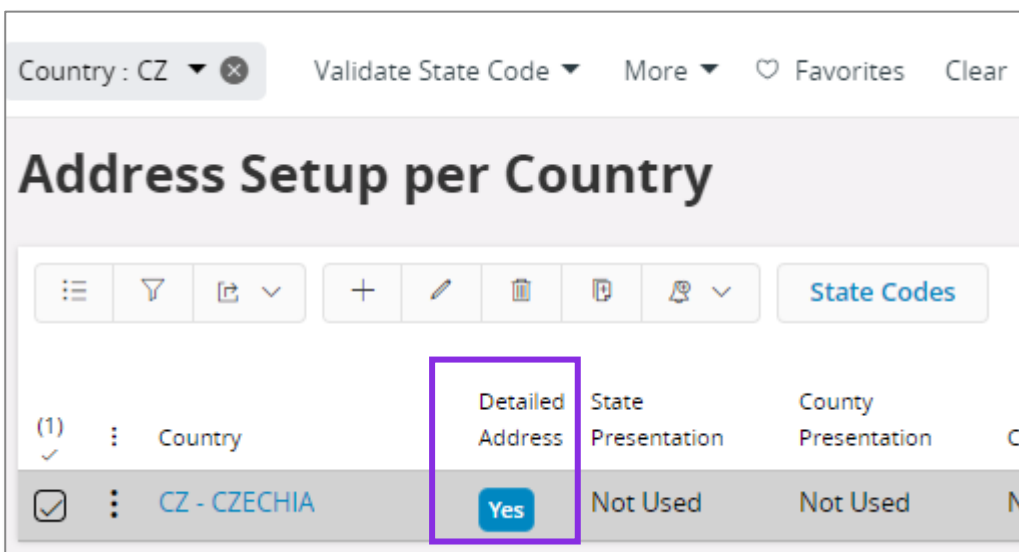
#### 3.4.2 COMPANY ADDRESS

The company address is required in the header section and needs to be entered in a certain way to get the correct information into the correct filed.

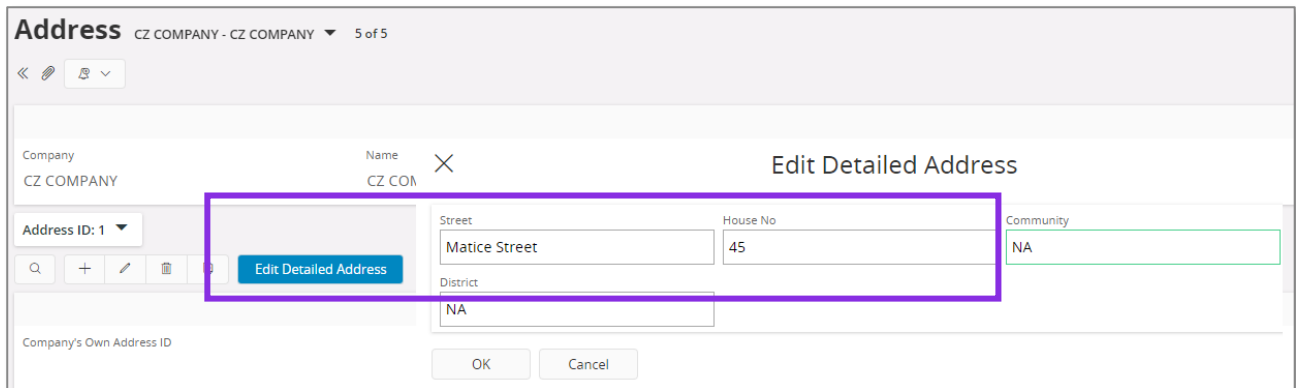
First, the fields for **City**, **Zip Code** and **Country** must be enabled for the Czech Republic country code in **Application Base Setup/Enterprise/Company/Basic Data/Address Presentation** page.



Second, the functionality for detail address information must be enabled. On **Application Base Setup/Enterprise/Company/Basic Data/Address Setup per Country** page the option for **Detailed Address** needs to be checked. The option will enable dedicated fields for **Street** and **House number** when creating the company address.



Third, enter a customer address in **Enterprise/Company/Company page Address** tab. The dialog for address details will enable dedicated fields for **Street** and **House number** which is required in the control statement.



The screenshot shows a software interface for editing an address. At the top, it says 'Address CZ COMPANY - CZ COMPANY 5 of 5'. Below that, there's a header for 'Edit Detailed Address' with 'Company CZ COMPANY' and 'Name CZ CON'. The main form has several input fields: 'Street' with the value 'Matice Street', 'House No' with '45', 'District' with 'NA', and 'Community' with 'NA'. A blue button labeled 'Edit Detailed Address' is positioned over the 'Street' and 'House No' fields. At the bottom, there are 'OK' and 'Cancel' buttons.

### 3.4.3 TAX ID NUMBER

Tax ID numbers are required for company, suppliers and customers and are used as references in the VAT reports.

#### 3.4.3.1 Company Tax ID Number

Go to **Application Base Setup/Enterprise/Company/Company** page **Tax Control/Invoice** tab to enter the **Tax ID Number** for the company.

**Tax Control** CZ COMPANY - CZ COMPANY 5 of 5

Company: CZ COMPANY Name: CZ COMPANY Association No: Created By: ACJALK

GENERAL INVOICE SUPPLY CHAIN EXTERNAL TAX SYSTEM

**General Information**

Amount Method: Gross Amount Entry Tax Rounding Level: Line Level Invoice Fee Tax Code: Tax Correspondence:

Tax Amount Limit, Outgoing Invoice Lines:  Use Tax Invoice:  Correspondence, Invoice Net Amount - Tax Withholding Ba...:  Supplement Ta...:

Post Preliminary Tax Withholding:

**Tax Liability Countries**

Validate Tax ID Number Translation

(1) ✓	Country	Tax ID Type	Tax ID Number	Tax ID Validated Date	Tax Registration Text	Branch	Valid From	Valid Until
<input checked="" type="checkbox"/>	CZECHIA	CZ	CZ123456789				12/19/2021	12/31/2049

### 3.4.3.2 Supplier Tax ID Number

Go to **Application Base Setup/Enterprise/Supplier/Supplier** page **Address/Document Tax Information** tab to enter the **Tax ID Number** for the supplier.

### 3.4.3.3 Customer Tax ID Number

Go to **Application Base Setup/Enterprise/Customer/Customer** page **Address/Document Tax Information** tab to enter the **Tax ID Number** for the customer.

### 3.4.4 CREATE PERSON ID

The header section of the VAT report requires information about **Contact Person**, **Tax Consultant**, **Authorized Person** and **Issued By**. Use standard functionality in **Application Base Setup/Enterprise/Person** page to enter person ids which will be fetched via list of value into the header dialog when printing the tax report.

Note: Phone number must be separated from regional code by using “/” sign.

Application Base Setup > Enterprise > Person > Person > Communication Method

### Communication Method

CHMALK - Chirantha Denuka Maldeniya 1 of 1

Person: CHMALK, Full Name: Chirantha Denuka Maldeniya, User ID: CHMALK, Validity: Active

Comm ID	Name	Description	Communication Method	Value	Default per Method	Address ID	Default per Method and Address	Validity Period
2	Phone	phone	Phone	123/45678	Yes	01	Yes	
1	E MAIL	Email	E-Mail	chirantha.maldeniya@ggr	Yes	01	Yes	

### 3.4.5 CREATE TAX REPORT

A tax report must be created for the VAT Control Statement. Use standard functionality in IFS Cloud to create the report in **Financials/Tax Ledger/Tax Report** page.

A new tax template, **GCZ001**, for the control statement is introduced. In addition to this, the new external file type **TaxRepCZ** and the new external file template **TaxRepCZVatCtrlStmnt** is also introduced which are connected to the tax template.

### 3.4.6 CREATE TAX OFFICE AND REGIONAL TAX OFFICE

For tax office and regional tax office, the standard functionality for adding tax office is used. Go to **Application Base Setup/Enterprise/Tax/Tax Office** page and set up both tax office and regional tax office.

Note: Make sure to add the tax report number to your tax office and regional tax office.

## Tax Report CZ TAX OFFICE - CZ TAX OFFICE

Tax Office: CZ TAX OFFICE      Name: CZ TAX OFFICE

Company: CZ COMPANY - CZ COMPANY

Company	Tax ID Number	Our Identity	Electronic Tax ID	State Code
CZ COMPANY	CZ123456789			

State Name

**Tax Report Info**

Tax Report

GCZ001 - Czech VAT Control Statement

### 3.4.7 CREATE TAX CODES

A tax code is needed for each type of transaction, and it is the tax code that direct a certain transaction into a certain sub section of the statement. Separate tax codes for disbursed (sales) and received (purchase) tax is required. A tax code is being created according to standard process in **Accounting Rules/Tax/Tax Codes** page.

### Tax Codes

✓	:	Tax Code	Tax Category 1	Tax Category 2	Description	Tax Type	Tax (%)	Deductible (%)	Valid From
<input type="checkbox"/>	:	A1	1 - The supply of gold (population under section 92b)	1 - A889 - special regime for travel services	A1	Tax	15	100	1/1/2021
<input type="checkbox"/>	:	U3	1 - The supply of gold (population under section 92b)	1 - A889 - special regime for travel services	Výstup-PDP-šrot	Tax	10	100	1/1/2021
<input type="checkbox"/>	:	U9	1 - The supply of gold (population under section 92b)	1 - A889 - special regime for travel services	Výstup-PDP-elektřina	Tax	0	100	1/1/2021
<input type="checkbox"/>	:	V1	1 - The supply of gold (population under section 92b)	1 - A889 - special regime for travel services	Výstup 15%-tuzemsko	Tax	15	100	1/1/2021
<input type="checkbox"/>	:	V2	1 - The supply of gold (population under section 92b)	1 - A889 - special regime for travel services	Výstup 10%-tuzemsko	Tax	10	100	1/1/2021
<input type="checkbox"/>	:	V3	1 - The supply of gold (population under section 92b)	1 - A889 - special regime for travel services	Výstup 0%-dodání služeb do jiného člen.stát	Tax	10	100	1/1/2021
<input type="checkbox"/>	:	V4	1 - The supply of gold (population under section 92b)	1 - A889 - special regime for travel services	Výstup 0%-dodání zboží do jiného člen.stát	Tax	10	100	1/1/2021
<input type="checkbox"/>	:	F5	11 - The transfer of allowances for greenhouse gas e...	1 - A889 - special regime for travel services	Požizení služby ze zahraničí - 20%	Calculated Tax	20	100	1/1/2021
<input type="checkbox"/>	:	F3	12 - Cereals and industrial crops	2 - A890 - special regime for used goods	PDP 21% - kovy	Calculated Tax	21	100	1/1/2021
<input type="checkbox"/>	:	A4	12 - Cereals and industrial crops	2 - A890 - special regime for used goods	A4	Tax	10	100	1/1/2021
<input type="checkbox"/>	:	E0	12 - Cereals and industrial crops	2 - A890 - special regime for used goods	Vstup 0% - tuzemsko	Tax	0	100	1/1/2021
<input type="checkbox"/>	:	U2	13 - Metals, including precious metals		Výstup-plnění mimo tuzemsko	Tax	0	100	1/1/2021
<input type="checkbox"/>	:	E1	14 - Mobile phones	1 - A889 - special regime for travel services	Vstup 10% - tuzemsko	Tax	10	100	1/1/2021

Note: A tax code can only be connected to one tax sub group, but it is possible to direct a transaction in to another sub section by adding a delivery type.

### 3.4.7.1 Fill Mode Code

A **Fill Mode Code** is set for the taxable transactions via **Tax Category 2** and used for reporting the received remuneration describes in section 108, section 44, and the special scheme for travel service under section 89, the special scheme for second-hand goods under section 90.

Make sure the values for fill mode code are added in **Tax Category 2** tab in **Tax Categories** page. If **STD-CZ** company template is used for company creation or company update, the details will be fetched from the company template. Use the drop-down list to connect the tax category 2 to tax codes on the **Tax Code** page. There are three different codes, and it is requested for all tax-disbursed transactions.

- Normal performance
- §89 – Special regime for travel services
- §90 – Special regime for used goods

## Tax Categories

TAX CATEGORY 1
TAX CATEGORY 2

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		Category ID	Description
<input type="checkbox"/>	⋮	0	normal performance
<input type="checkbox"/>	⋮	1	Å§89 - special regime for travel services
<input type="checkbox"/>	⋮	2	Å§90 - special regime for used goods

The tax category 2 details are displayed on the line level of Instant Invoices, Customer Invoices, Manual Customer Invoices and Project Invoices. Use the **Tax Lines** page of different invoice types to change the default tax category 2 details fetched from the tax code setup. These **Tax categories** are also displayed in tax transactions and in the control statement.

## Tax Codes

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		Deductible (%)	Tax Reporting Category	Tax Category 1	Tax Category 2	Tax Code	Description	Tax Type	Tax (%)	Valid From	Valid To	Tax Method Tax Received	Tax Method Tax Disbursed
<input type="checkbox"/>	⋮	100	None	1 - The supply of gol...	1 - Å§89 - special regi...	F3	PDP 21% - kovy	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	⋮	100	None	13 - Metals, includin...	2 - Å§90 - special regi...	F4	PDP 21% - stav práce	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	⋮	100	None	12 - Cereals and Indu...		F5	Požizení služby ze zahr	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	⋮	100	None	14 - Mobile phones		F6	Požizení zboží z EU - 21	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	⋮	100	None	15 - Integrated circul...		F7	Požizení služby z EU - 2	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	⋮	100	None	18 - Transfer of a gu...		F8	Dovoz zboží ze státu m	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	⋮	100	None	4 - Provision of const...		G3	PDP-elektřina	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	⋮	100	None			G4	PDP-plyn	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	⋮	100	None			H3	PDP-šrot	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry



### Instant Invoice II - 9700004 Posted Auth

More Information Installation Plan and Discounts Pre Posting Reprint Original Reprint Modified Correction Invoices Create Credit Invoice

Customer CH CZ-01 - CZ first customer	Invoice Type INSTINV	Series ID II	Invoice No 9700004	Project ID	Invoice Date 1/7/2022
Delivery Date 1/7/2022	Invoice Address 01	Delivery Address 01	Notes No	Advance Invoice No	Invoice Fee No
Preposting No	Currency CZK	Currency Rate 1	Gross Amount 1100.0	Net Amount 1000.0	Correction Invoice No
Tax Amount 100.0		Correction Exists No			

#### Payment and Tax Information

Pay Term Base Date 1/7/2022	Payment Terms 0 - Due Immediately	Due Date 1/7/2022	Payment Method	Payment Address ID
Supply Country CZECHIA	Tax Liability TAX			

#### Lines

ID	Customer Income Type	Quantity	Unit of Measure	Price	Price Type	Tax Code	Tax Class	Tax Category 1	Tax Category 2	Tax Calculation Structure	Multi Tax Lines
10				100.0	Net Price	E1		1 - The supply of goods...	1 - A589 - special regime for travel services		No

#### Attachments

### Instant Invoice Tax Lines

Gross Amount 1100.0	Net Amount 1000.0	Tax Amount 100.0
------------------------	----------------------	---------------------

#### Tax Line Details

Tax Code	Tax Type	Tax(%)	Tax Amount	Tax Amount in Accounting Currency	Tax Amount in Parallel Currency	Tax Category 1	Tax Category 2
E1	Tax	10	100.0	100.0	10.0	1 - The supply of goods...	1 - A589 - special regim...

OK Cancel

Financials > Tax Ledger > Tax Transactions

Search Advanced

Tax Trans ID Identity Invoice No: 9700004 Tax Code Voucher Date Invoice Date Accounting Year Tax ID Number More Favorites Search Clear

### Tax Transactions

Tax (%)	Original Tax (%)	Tax Type	Tax Method	Tax Direction	Original Tax Direction	Deductible (%)	Tax Reporting Category	Tax Category 1	Tax Category 2	Supplier Tax Office ID	Tax Number per Tax Code	Tax ID Type	Currency Code	Curr Rate	Tax Base Am
10	10	Tax	Invoice Entry	Tax Disbursed	Tax Disbursed	100	None	1 - The supply of goods...	1 - A589 - special regim...				CZK	1	-100

### 3.4.7.2 Non-Deductible Tax

A tax code with 100% or less than 100% (between 0%-100%) tax deductible can be used to enter a tax transaction with deductible tax portion. When such tax transaction is fetched into the tax ledger, the **Non-Deductible Tax Amount** field is used to specify a proportional claim of a tax deduction if the transaction is reported under section 75. The option is either true or false and the setting is displayed in the control statement.

**Manual Supplier Invoice** SI - 123456 1 of 1 Prel Poste

[New Manual Supplier Invoice](#)
[More Information](#)
[Pre Posting](#)
[Installation Plan And Discounts](#)
[Post Invoice](#)
[View Vouchers](#)
[Purchasing](#)

PO Reference	Receipt Reference	Sub Contract Reference	Invoice Advice Reference	Project ID	Supplier
Invoice Type	Series ID	Invoice No	Currency	Currency Rate	Invoice Date
Pay Term Base Date	Payment Terms	Due Date	Plan Pay Date	Payment Reference	Voucher Type Reference
Authorizer ID	Notes	Advance Invoice	Period Allocation	Pre-posting	Received Attachments
Gross Amount	Net Amount	Tax Amount			

100000.00	90909.09	9090.91			
-----------	----------	---------	--	--	--

**Line Information**

Gross Amount	Net Amount	Tax Amount	Non-deductible Tax Amount	Cost Amount
100000.00	90909.09	7090.91	2000.00	92909.09

**Lines**

Identity	Tax Code	Tax Calculation Structure	Multiple Tax Lines	Tax (%)	Tax Method	Tax Received	Gross Amount	Net Amount	Tax Amount	Tax Amount in Accounting Currency	Tax Amount in Parallel Currency	Non-deductible Tax Amount
	B2		No	10	Invoice I	100000.00	90909.09	7090.91	7090.91	14181.82		2000.00

### 3.4.7.3 Code of Supply

In Czech Republic localization, **Tax Category 1** is used for reporting the **Czech Code of Supply**.

In the **Application Base Setup/Enterprise/Tax/Tax Categories** page use **Tax Category 1** tab for entering the Czech code of supply details. If **STD-CZ** company template is used for company creation or company update, the details will be fetched from the company template.

This is described under section 92a as Subject of performance. Code of Supply mentioned below need to be defined.

- 1 - The supply of gold (population under section 92b)
- 3 - Supply of immovable things, if this delivery will apply tax (implementation under section 92d)
- 4 - Provision of construction or installation work (performance under section 92e)
- 5 - The goods listed in annex 5 of the law on VAT (population under section 92 c)
- 11 - The transfer of allowances for greenhouse gas emissions
- 12 - Cereals and industrial crops

- 13 - Metals, including precious metals
- 14 - Mobile phones
- 15 - Integrated circuits and printed circuit boards
- 16 - Portable automatic data processing machines (e.g., tablets or laptops)
- 17 - Video game console

### Tax Categories

TAX CATEGORY 1
TAX CATEGORY 2

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✓	⋮	Category ID	Description
<input type="checkbox"/>	⋮	1	The supply of gold (population under section 92b)
<input type="checkbox"/>	⋮	11	The transfer of allowances for greenhouse gas emissions
<input type="checkbox"/>	⋮	12	Cereals and industrial crops
<input type="checkbox"/>	⋮	13	Metals, including precious metals
<input type="checkbox"/>	⋮	14	Mobile phones
<input type="checkbox"/>	⋮	15	Integrated circuits and printed circuit boards
<input type="checkbox"/>	⋮	16	Portable automatic data processing machines (e.g., tablets or laptops)
<input type="checkbox"/>	⋮	17	Video game console
<input type="checkbox"/>	⋮	18	Transfer of a guarantee of origin under the law governing subsidized energy sources <sup>4</sup>
<input type="checkbox"/>	⋮	19	Supply of electricity through systems or networks to a trader
<input type="checkbox"/>	⋮	20	Supply of gas through systems or networks to a trader

Connect the specific tax category 1 to tax codes in *tax codes* page using the drop-down list.

The tax category 1 details are displayed on the line level of Instant Invoices, Customer Invoices, Manual Customer Invoices, Project Invoices and Manual Supplier Invoices.

Use the **Tax Lines** page of different invoice types to change the default tax category 1 details fetched from the tax code setup. These **Tax categories** are also displayed in tax transactions and in the control statement.

### Tax Codes

✓	:	Deductible (%)	Tax Reporting Category	Tax Category 1	Tax Category 2	Tax Code	Description	Tax Type	Tax (%)	Valid From	Valid To	Tax Method Tax Received	Tax Method Tax Disbursed
<input type="checkbox"/>	:	100	None	1 - The supply of gol...	1 - A589 - special regi...	F3	PDP 21% - kovy	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	:	100	None	13 - Metals, includin...	2 - A590 - special regi...	F4	PDP 21% - stav.práce	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	:	100	None	12 - Cereals and indu...		F5	Požizení služby ze zahr	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	:	100	None	14 - Mobile phones		F6	Požizení zboží z EU - 21	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	:	100	None	15 - Integrated circui...		F7	Požizení služby z EU - 2	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	:	100	None	18 - Transfer of a gu...		F8	Dovoz zboží ze státu m	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	:	100	None	4 - Provision of const...		G3	PDP-elektrřina	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	:	100	None			G4	PDP-plyn	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry
<input type="checkbox"/>	:	100	None			H3	PDP-řrot	Calculated Tax	21	1/1/2019	12/31/2049	Invoice Entry	Invoice Entry

Financials > Customer Invoice > Instant Invoice CZ company PLC

### Instant Invoice II - 9700004

Posted Auth

More Information | Installation Plan and Discounts | Pre Posting | Reprint Original | Reprint Modified | Correction Invoices | **Create Credit Invoice** | Advance Invoices | Use Invoice Template

Customer: CH CZ-01 - CZ first customer | Invoice Type: INSTINV | Series ID: II | Invoice No: 9700004 | Project ID: | Invoice Date: 1/7/2022

Delivery Date: 1/7/2022 | Invoice Address: 01 | Delivery Address: 01 | Notes: No | Advance Invoice: No | Invoice Fee: No | Correction Invoice: No | Correction Exists: No

Preposting: No | Currency: CZK | Currency Rate: 1 | Gross Amount: 1100.0 | Net Amount: 1000.0

Tax Amount: 100.0

**Payment and Tax Information**

Pay Term Base Date: 1/7/2022 | Payment Terms: 0 - Due Immediately | Due Date: 1/7/2022 | Payment Method: | Payment Address ID: | Supply Country: CZECHIA | Tax Liability: TAX

**Lines**

✓	:	Price Type	Tax Code	Tax Class	Tax Category 1	Tax Category 2	Tax Calculation Structure	Multiple Tax Lines	Tax Method Tax Disbursed	Tax Percent	Gross Amount	Net Amc
<input type="checkbox"/>	:	Net Price	E1		1 - The supply of gold (population under section 92b)	1 - A589 - special regime for travel services		No	Invoice	10	1100.0	1000.0

Attachments

### Instant Invoice Tax Lines

Gross Amount: 1100.0 | Net Amount: 1000.0 | Tax Amount: 100.0

**Tax Line Details**

Tax Code	Tax Type	Tax(%)	Tax Amount	Tax Amount in Accounting Currency	Tax Amount in Parallel Currency	Tax Category 1	Tax Category 2
E1	Tax	10	100.0	100.0	10.0	1 - The supply of gold (population under section 92b)	1 - A589 - special regim...

OK | Cancel

Financials > Tax Ledger > Tax Transactions

Company: Chmalk CZ company PLC

Calculate Income Amount 960

✓	ix Type	Tax Method	Tax Direction	Original Tax Direction	Deductible (%)	Tax Reporting Category	Tax Category 1	Tax Category 2	Supplier Tax Office ID	Tax Number per Tax Code	Tax ID Type	Currency Code	Curr Rate
<input type="checkbox"/>	Tax	Invoice Entry	Tax Disbursed	Tax Disbursed	100	None	1 - The supply of gold (population under section 92b)	1 - AS89 - special regim...				CZK	1

### 3.4.8 CREATE SUB GROUP DETAILS

Tax sub group is where the user connects a tax code with a certain sub section in the statement. The tax group and sub groups are fetched from the company template, if **STD-CZ** company template is used for company creation or company update process. The sub group details need to be set up by the user. Create a line for each tax code and delivery type that is required for the statement.

Go to **Financials/Tax Ledger/Basic Data/Tax Group** page **Subgroup Details** tab to add tax codes to the proper subgroup.

- Taxable supplies from which taxable person registered for VAT is obliged to declare tax and supplies in domestic reverse charge regime.
  - A.1. Taxable supplies in domestic reverse charge regime from which an acquirer is obliged to declare tax according to Article 92a of the VAT Act.
  - A.2. Taxable acquisition from which an acquirer is obliged to declare tax according to Article 108 section 1b) and c) (Articles 24 and 25 of the VAT Act).
  - A.3. Supplies in special regime for investment gold according to Article 101c section 1c) point 2 of the VAT Act.
  - A.4. Taxable supplies and received payments with obligation to declare tax according to Article 108 section 1a) of the VAT Act in the amount over of 10.000 CZK including VAT and all corrections according to Article 44 of the VAT Act regardless of the threshold.
  - A.5. Other taxable supplies and received payments with obligation to declare tax according to Article 108 section 1a) of the VAT Act with the amount up to 10.000 CZK including VAT or supplies with no obligation to issue a tax document.
- B. Received taxable supplies with place of supply in CZ.
  - B.1. Received taxable supplies in domestic reverse charge regime from which an acquirer is obliged to declare tax according to Article 92a of the VAT Act.
  - B.2. Received taxable supplies and providing payments from which an acquirer claims tax deduction according to Article 73 section 1a) of the VAT Act with the

amount over of 10.000 CZK including VAT and all received corrections according to Article 44 of the VAT Act regardless of the threshold.

- B.3. Received taxable supplies and providing payments from which an acquirer claims tax deduction according to Article 73 section 1a) with the amount up to 10.000 CZK including VAT.

### Tax Group KH2016 - Czech VAT Control Statement ▾

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Tax Group ID	Description	Tax Group Selection Base
KH2016	Czech VAT Control Statement	Delivery Type ▾

#### Sub Groups

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	☑	☰	Sub Group ID	Description
	<input type="checkbox"/>	☰	A.1.	Disbursed tax under reverse charge regime (§92 (a))
	<input type="checkbox"/>	☰	A.2.	Received tax where recipient liable to tax (§108 (1 b and c) (§24, § 25))
	<input type="checkbox"/>	☰	A.2.S	Received tax where recipient liable to tax (§108 (1 b and c) (§24, § 25)) - Reduced rate
	<input type="checkbox"/>	☰	A.2.SS	Received tax where recipient liable to tax (§108 (1 b and c) (§24, § 25)) - Lower Reduced rate
	<input type="checkbox"/>	☰	A.2.Z	Received tax where recipient liable to tax (§108 (1 b and c) (§24, § 25)) - Standard rate
	<input type="checkbox"/>	☰	A.3.	Disbursed tax under special regime for investment gold (§101c (1 c))
	<input type="checkbox"/>	☰	A.4.	Disbursed tax with duty to pay tax (§108 (1 a)), above 10.000 CZK, (§44)
	<input type="checkbox"/>	☰	A.4.S	Disbursed tax with duty to pay tax (§108 (1 a)), above 10.000 CZK, (§44) - Reduced rate
	<input type="checkbox"/>	☰	A.4.SS	Disbursed tax with duty to pay tax (§108 (1 a)), above 10.000 CZK, (§44) - Lower reduced rate
	<input type="checkbox"/>	☰	A.4.Z	Disbursed tax with duty to pay tax (§108 (1 a)), above 10.000 CZK, (§44) - Standard rate
	<input type="checkbox"/>	☰	A.5.	Disbursed tax with duty to pay tax (§108 (1 a)), below 10.000 CZK
	<input type="checkbox"/>	☰	A.5.S	Disbursed tax with duty to pay tax (§108 (1 a)), below 10.000 CZK - Reduced rate
	<input type="checkbox"/>	☰	A.5.SS	Disbursed tax with duty to pay tax (§108 (1 a)), below 10.000 CZK - Lower reduced rate
	<input type="checkbox"/>	☰	A.5.Z	Disbursed tax with duty to pay tax (§108 (1 a)), below 10.000 CZK - Standard rate
	<input type="checkbox"/>	☰	B.1.	Received tax under reverse charge regime (§92 (a))

Here are instructions on which tax codes should be connected to which subgroups.

- A.1. – 0% type “Tax”, IP4 posting from customer invoice is used
- A.2.Z – 21% type “Calculated Tax”, IP9 posting from supplier invoice
- A.2.S – 15% type “Calculated Tax”, IP9 posting from supplier invoice
- A.2.SS – 10% type “Calculated Tax”, IP9 posting from supplier invoice
- A.3. – 0% type “Tax”, IP4 posting from customer invoice

- A.4.Z or A.5.Z – 21% type “Tax”, IP4 posting from customer invoice
- A.4.S or A.5.S – 15% type “Tax”, IP4 posting from customer invoice
- A.4.SS or A.5.SS – 10% type “Tax”, IP4 posting from customer invoice
- B.1.Z – 21% type “Calculated Tax”, IP9 posting from supplier invoice
- B.1.S – 15% type “Calculated Tax”, IP9 posting from supplier invoice
- B.1.SS – 10% type “Calculated Tax”, IP9 posting from supplier invoice
- B.2.Z or B.3.Z – 21% type “Tax”, IP3 posting from supplier invoice
- B.2.S or B.3.S – 15% type “Tax”, IP3 posting from supplier invoice
- B.2.SS or B.3.SS – 10% type “Tax”, IP3 posting from supplier invoice

Note: For transactions to be reported in A4/A5 sections, tax codes can be connected to A.4.X sub group or A.5.X sub group. When XML is created, the system will consider all transactions from these two types of subgroups and will automatically include transaction in the A4 section or A5 section based on the following rules.

- If the **Fill Mode Code** field has the value **1** or **2**, the transaction will be reported in the A4 section.
- If the **Correction Reason ID** field has the value **A** or **P**, the transaction will be reported in the A4 section.
- If the **Above VAT Control Limit** check box is selected and the value in the **Tax Number** field starts with **CZ** (domestic tax number), the transaction will be reported in the A4 section.
- In all other cases, transactions will be reported in the A5 section.

Note: For transactions to be reported in B2/B3 sections, tax codes can be connected to B.2.X sub group or B.3.X sub group. When XML is created, the system will consider all transactions from these two types of subgroups and will automatically include transaction in B2 section or B3 section based on the following rules.

- If the **Non-Deductible Tax Amount** is greater than zero, the transaction will be reported in the B2 section.
- If the **Correction Reason ID** field has value “A” or “P”, the transaction will be reported in the B2 section.
- If the **Above VAT Control Limit** check box is selected and the value in the **Tax Number** field starts with “CZ” (domestic tax number), the transaction will be reported in the B2 section.
- In all other cases, transactions will be reported in the B3 section.

See the following chapters for description of the **Correction Reason ID** field and **Above VAT Control Limit** check box.

### 3.4.9 CUSTOMER DATE OF INCORPORATION

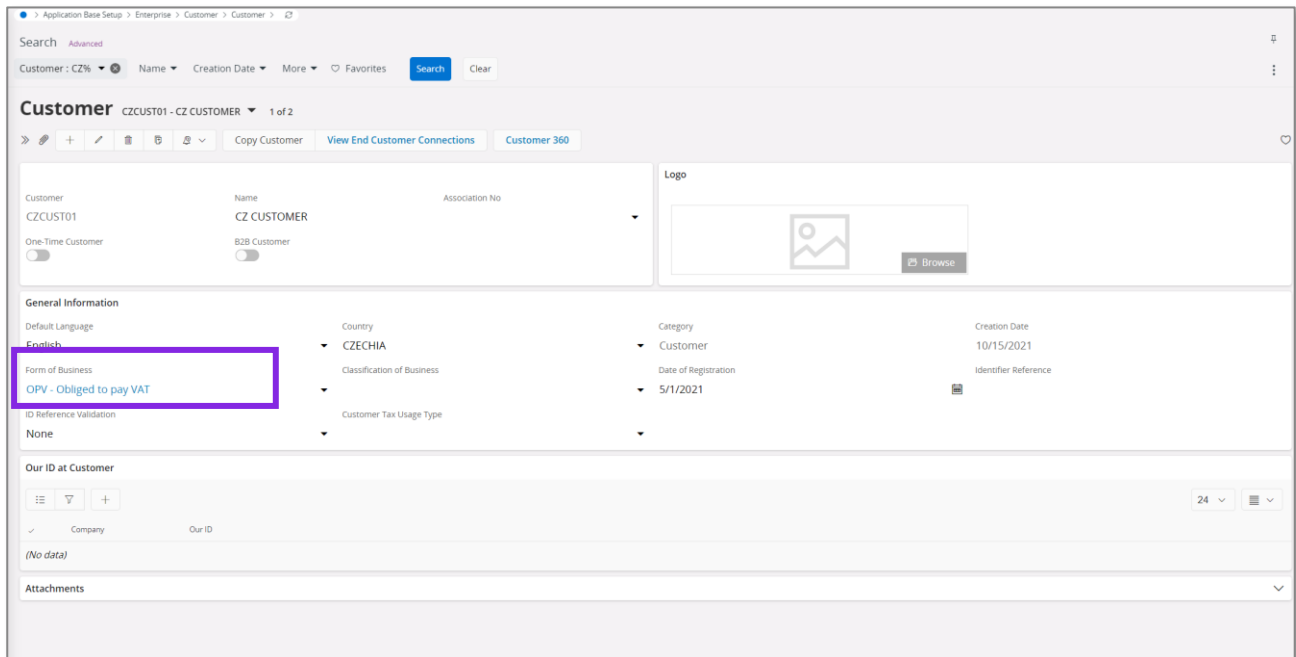
**Customer Registration Date** field is added to the **Customer/General** tab. Data from this field is disclosed under section 92.

### 3.4.10 FORM OF BUSINESS

Standard version of IFS Cloud provides a functionality to define form of business in **Application Base Setup/Enterprise/Company/Basic Data/Form of Business**. Form of Business could be connected to Customer (on the **Customer/General** tab).

The values in **Form of Business** field are used to indicate whether the customer’s business entity is obliged to pay VAT.

- Obligated to pay VAT - connect the correct Form of Business to the customer.
- Not Obligated to pay VAT.



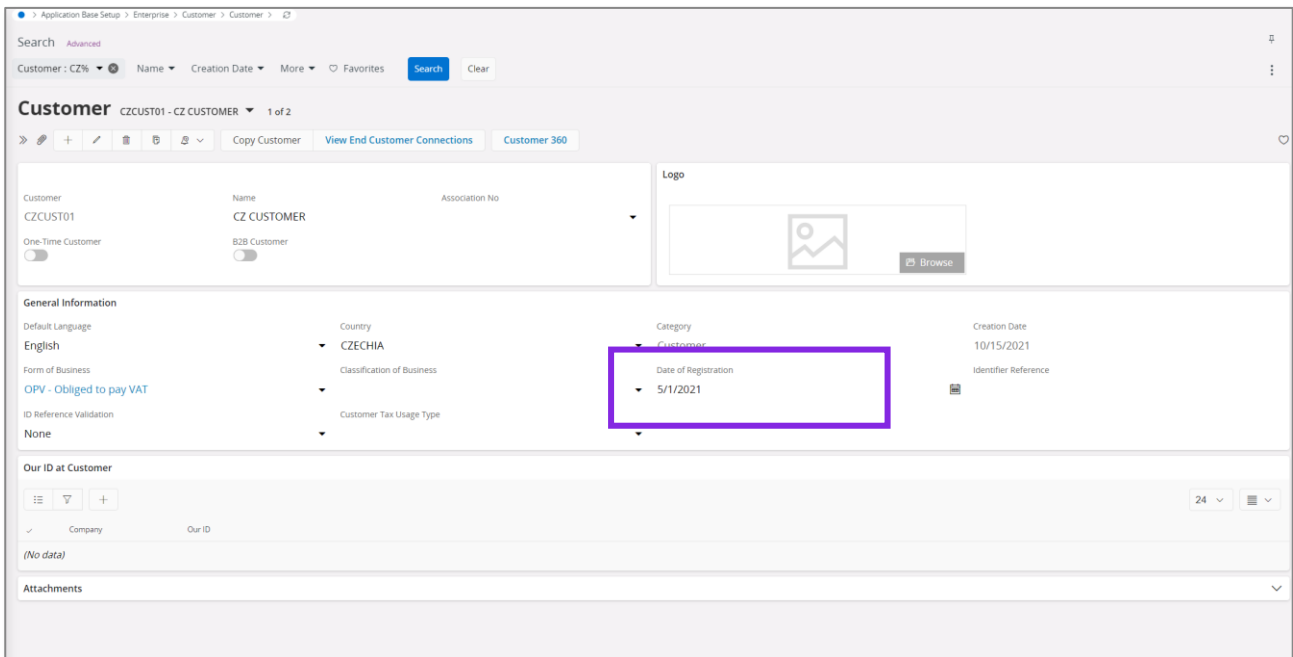
The screenshot shows the 'Customer' setup page in IFS. The 'Form of Business' field is highlighted with a red box and set to 'OPV - Obligated to pay VAT'. Other fields include Country (CZECHIA), Category (Customer), and Date of Registration (5/1/2021).

When form of business is equal to NOPV, then in A3 block of XML file, fill tags: d\_narozeni, jm\_prijm\_obch, m\_pobytu\_sidlo with date of incorporation (see below), customer name, customer address respectively. Otherwise, the fields are empty in XML file.

### 3.4.11 CUSTOMER DATE OF INCORPORATION

A new **Date of Registration** field is added to the **Customer/General** tab. Define the date of registration of your customer for the Not Obligated to pay VAT form of business selected.





### 3.4.11.1 Fetch “Date of Registration” to the xml

In VAT Control Statement xml, under the clause, A3, Position: d\_narozeni, the **Date of Registration** is retrieved by validating whether the form of business is NOPV = Not Obligated to Pay VAT. When the form of business = NOPV, then the **Date of Registration** field value is provided and then the customer incorporation date is retrieved to the VAT Control Statement XML file.

### 3.4.12 10,000 CZK LIMIT

There is limit of 10 000 CZK for the total amount of the invoice that has an impact on the selection of the section in which the transaction should be reported. See description of sub groups for details.

The limit should be defined in the **Tax Control Limit in Accounting Currency** field in the **Application Base Setup/Enterprise/Company/Tax Control/Invoice** Tab.

## Tax Control CZK-STD - CZK-STD 7 of 7

Company: CZK-STD      Name: CZK-STD      Association No:

GENERAL    **INVOICE**    SUPPLY CHAIN    EXTERNAL TAX SYSTEM

### General Information

Amount Method: Gross Amount Entry      Tax Rounding Level: Line Level      Invoice Fee Tax Code:

Tax Amount Limit, Outgoing Invoice Lines:       Use Tax Invoice:       Correspondence, Invoice Net Amount - Tax Withh:

Post Preliminary Tax Withholding:       **Tax Control Limit in Accounting Currency: 10000**

To handle special scenarios such as scheduled payments or partial invoicing of contract value, new **Above VAT Control Limit** check box is added to invoice header. It is selected by default for invoice amount above the defined limit of 10 000 CZK. It can be selected manually for invoices below this limit in case when given invoice is part of bigger value.

Below is layout of instant invoice with new the check box added.

## Instant Invoice PR - 205893 1 of 3

Customer: CUS1 - Cus 1      Invoice Type: INSTINV      Delivery Date: 1/6/2022      Invoice Address: 1      Delivery Address: 1      Preposting: No      Currency: CZK      Currency Rate: 1      Tax Amount: 21000.00

### Payment and Tax Information

Pay Term Base Date: 1/6/2022      Payment Terms: 0 - Due Immediately      Supply Country: CZECHIA      Tax Liability: TAX

### More Information

Payment Reference: CUS1|      Payer: CUS1|      Language: English      Transfer Status:      Tax Currency Rate: 1      Our Reference:      Customer Reference:      Creator Reference:      Signature: KGAMLK      Order Date:      Customer's PO Number:      Ref Invoice Series ID:      Ref Invoice No:      Correction Reason ID:      Correction Reason:      Branch:      Customer Branch:      Deduction Group:      Deduction Amount:      Invoice Text ID:      Invoice Text:      Additional Reference:      **Above Tax Control Limit: Yes**

(1)	Position	Text ID	Object ID	Description	Delivery Type ID	Customer Income Type	Quantity	Unit of Measure	Price	Price Type	Tax Code
☑			01	Object 1			100	pcs	1000.00	Net Price	F2

Below is layout of customer order invoice with new the check box added.

Sales > Invoicing > Customer Invoice

Search **Advanced**

Status Company: CHMALK CZ1 Preliminary Invoice No More Favorites Search Clear

**Customer Invoice** CZCUST01 - CZ.CUSTOMER - 970000001 - CUSTORDDEB - P10818 2 of 5 Posted Auth

Share Credit/Correction Invoice Posting Installation Plan and Discounts Notes Electronic Fiscal Note

Customer No	Customer Address Name	Series ID	Invoice No	Company	Site	Invoice Created	Order Created
CZCUST01	CZ CUSTOMER	CD	970000001	CHMALK CZ1	CH2	1/6/2022	1/6/2022

**Amounts**

Currency	Gross Amt	Net Amt	Tax Amt	Currency Rate	Tax Currency Rate
USD	20000.0	20000.0	0.0	10	10

**LINES** GENERAL HISTORY

<b>Invoice Type</b> CUSTORDDEB - Customer Order Invoice, Debit <b>Invoice Date</b> 1/6/2022 <b>Our Reference</b> IFS APPLICATIONS <b>Branch</b>	<b>Invoice Address</b> 01 <b>Printed Date</b> 1/6/2022 <b>Customer Reference</b>	<b>Preliminary Invoice No</b> 205914 <b>Customer Reference Name</b> Jinsui Status Non Jinsui	<b>Indicators</b> <b>Price Adjustment</b> No <b>Notes</b> No <b>Correction Reason ID</b>	<b>Advance/Prepayment Invoice</b> No <b>Correction Exist</b> No <b>Correction Reason</b>	<b>Use Price Incl Tax</b> No <b>Correction Invoice</b> No <b>Above Tax Control Limit</b> <input checked="" type="checkbox"/> Yes
---	--	--	---	--	---

**Payment** Delivery  
**References** Invoice Text  
**Attachments**

New check box is also added to the **Project Invoice** page.

Project Management > Invoicing > Project Invoice

Search **Advanced** Recent Project Invoices

State Invoice Series Invoice No More Favorites Search

**Project Invoice** PJ - 20010002 Posted Auth

Notes Printout Credit Entire Invoice Create Correction Invoice Customer Installment Plan

Customer	Customer Name	Project	Invoice Series
CH CZ-01	CZ first customer		PJ
Invoice No	Invoice Period Start	Invoice Period End	Notes
20010002	12/1/2021	1/6/2022	No
			Invoice Text
			No

**Amounts**

Currency	Gross Amount	Net Amount	Tax Amount
CZK	20570.0	17000.0	3570.0

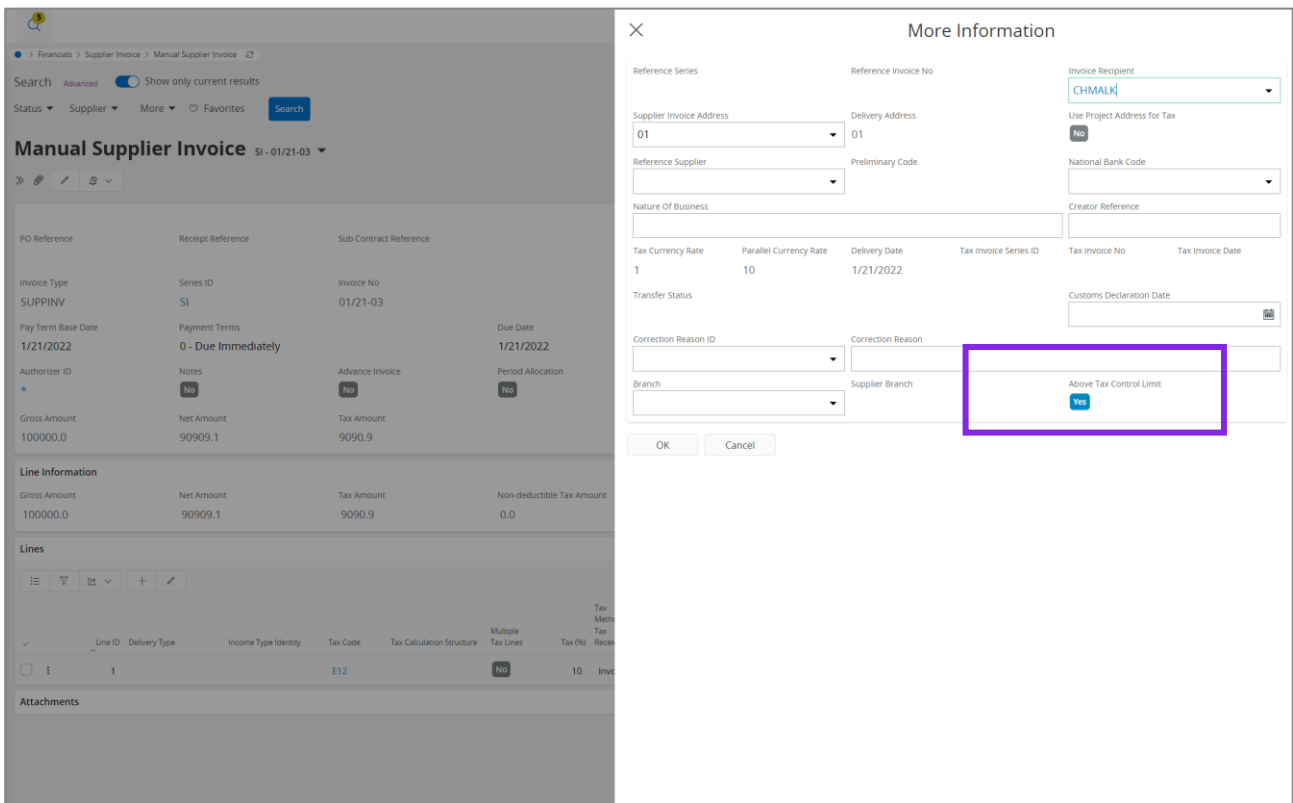
**LINES** GENERAL PRE POSTING ACCOUNTING

<b>Invoice Information</b> <b>Invoice Date</b> 1/6/2022 <b>Currency Rate</b> 1 <b>Tax Currency Rate</b> 1 <b>Correction Reason ID</b>	<b>Invoice Type</b> PRJINV <b>Our Reference</b> Voucher Type F <b>Correction Reason</b> Above Tax Control Limit <input checked="" type="checkbox"/> Yes	<b>Series Reference</b> <b>Customer Ref</b> 2022000006 <b>Voucher No</b> 2022000006 <b>Correction Exist</b> No	<b>Invoice Number Reference</b> <b>Order No</b> <b>Correction Invoice</b> No <b>Div Factor</b> 1
--	--	--	---

**Customer Information**

<b>Invoice Address</b> 01 <b>Pay Term Base Date</b> 1/6/2022 <b>Payment Method</b>	<b>Delivery Address</b> 01 <b>Due Date</b> 1/6/2022 <b>Supply Country</b> CZECHIA	<b>Payment Address</b> <b>Payment Terms</b> 0 - Due Immediately <b>Customer Branch</b>	<b>Media Code</b> <b>Branch</b> <b>Site</b> <b>Tax ID Number</b> CZ123456
--	--	---	---

New check box is added to the **Manual Supplier Invoice** page.



The screenshot shows the 'Manual Supplier Invoice' page on the left and the 'More Information' dialog box on the right. The dialog box contains various fields for invoice details. A purple rectangular box highlights the 'Above Tax Control Limit' checkbox, which is currently checked (Yes).

The Above Tax control limit option is added to tax transactions. It is selected whenever it is selected on corresponding invoice header.

**Tax Transactions**

	Above Tax Control Limit	Non-deductible Tax Amount	Non-deductible Tax Curr Amount	Non-deductible Tax Amount in Parallel Currency	VAT Control Report Date	Tax Category 1	Tax Category 2	Tax Trans ID	Identity
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0.00	0.00	0.00	1/6/2022	3 - Supply of immovable th...	2 - A590 - special regime for u...	202311	S1 SUPP1 - Supp 1

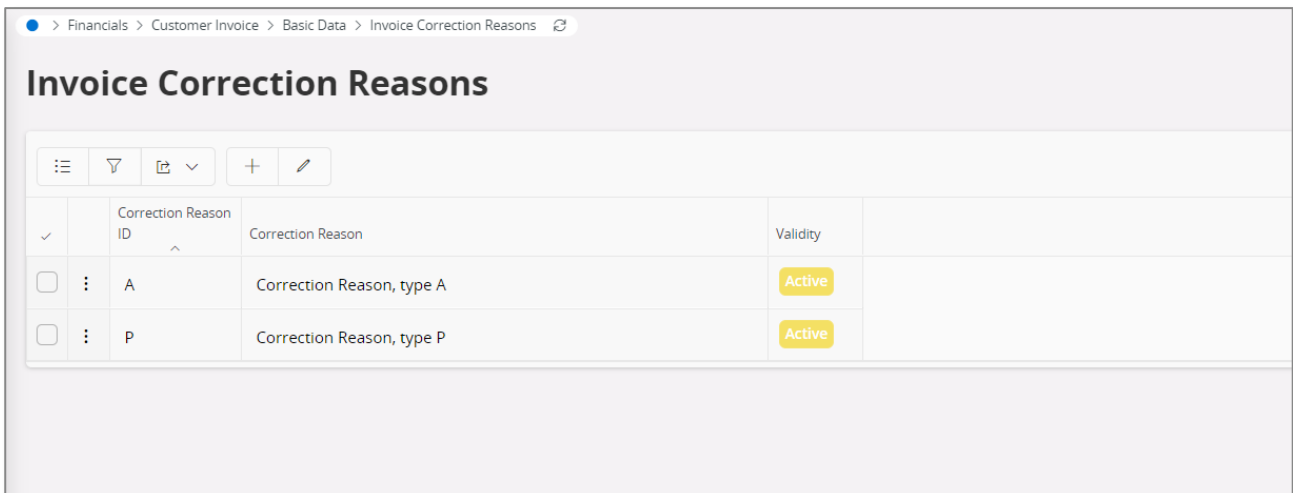
### 3.4.13 CORRECTION REASON

When transactions are reported in A4 section and B2 section, all transactions related to bad debt corrections should have zdpH\_44 tag set to **A** or **P**. All other transactions should have zdpH\_44 tag set to **N**.

### 3.4.13.1 Correction Reason – Basic Data

Using standard functionality, define two correction reasons in the **Invoice Correction Reasons** page.

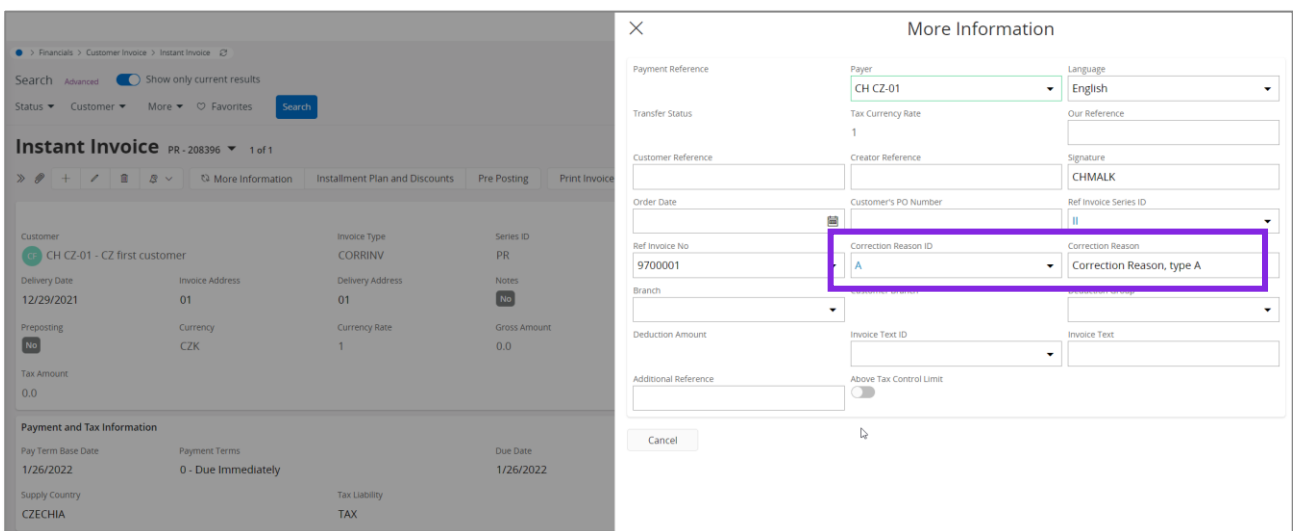
- Correction Reason ID “A” – according to art 44
- Correction Reason ID “P” – according to art 46



✓	Correction Reason ID	Correction Reason	Validity
<input type="checkbox"/>	A	Correction Reason, type A	Active
<input type="checkbox"/>	P	Correction Reason, type P	Active

### 3.4.13.2 Correction Reason – Invoice pages

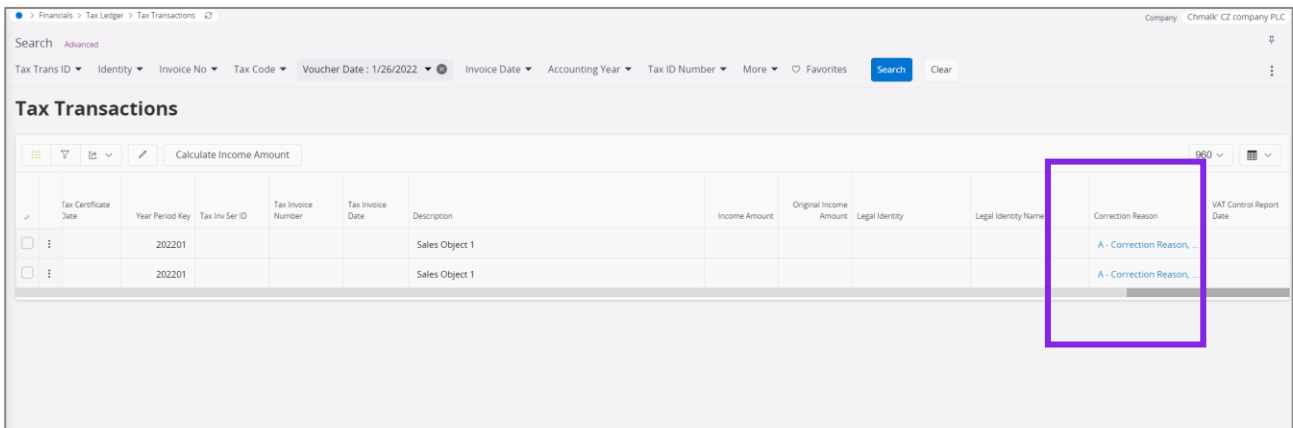
Using standard functionality, enter correction reason in the **Correction Reason** field when entering credit invoices for bad debt corrections.



The screenshot shows the 'Instant Invoice' page for invoice PR-208396. The 'More Information' dialog is open, showing various fields. The 'Correction Reason ID' field is highlighted with a red box and contains the value 'A'. The 'Correction Reason' field next to it contains 'Correction Reason, type A'.

### 3.4.13.3 Correction Reason – Tax Transactions page

The **Correction Reason ID** column is added to the **Tax Transactions** page. When transactions are fetched to Tax Ledger, correction reason from invoice is fetched to this column. Value can also be manually changed if required.



Tax Certificate Size	Year Period Key	Tax Inv Ser ID	Tax Invoice Number	Tax Invoice Date	Description	Income Amount	Original Income Amount	Legal Identity	Legal Identity Name	Correction Reason	VAT Control Report Date
	202201				Sales Object 1					A - Correction Reason, ...	
	202201				Sales Object 1					A - Correction Reason, ...	

### 3.4.13.4 Correction Reason – XML file

When A4 section and B2 section are generated in the Czech VAT Control Statement XML file, `zdph_44` tag is set to:

- “A” – when “A” is specified in the **Correction Reason ID** field in the **Tax Transactions** page.
- “P” – when “P” is specified in the **Correction Reason ID** field in the **Tax Transactions** page.
- “N” – otherwise.

### 3.4.14 VAT CONTROL REPORT DATE

To enter supplier’s tax liability date for a supplier invoice, the New **VAT Control Report Date** column is added to tax transactions. It is filled with **Delivery Date** field value from the supplier invoice.

The same field can be used for customer invoices to handle some special cases like credit notes, returns when tax liability should be entered manually. Therefore, for customer invoices **VAT Control Report Date** column is kept empty. Users can enter it manually in special cases.

**VAT Control Report Date** from tax transactions is sent to `duzp` and `dppd` tags in all blocks in the XML file. When it is empty, then the value from the **Tax Liability Date** is used.

Tax Transactions						
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Calculate Income Amount						
✓	VAT Control Report Date	Tax Category 1 ^	Tax Category 2	Tax Trans ID	Identity	P
<input type="checkbox"/>	12/17/2021	1 - The supply of gold (pop...	1 - Å589 - special regime for t...	202067	S1 SUPP1 - Supp 1	S
<input type="checkbox"/>	12/17/2021	1 - The supply of gold (pop...	1 - Å589 - special regime for t...	202068	S1 SUPP1 - Supp 1	S
<input type="checkbox"/>	12/17/2021	1 - The supply of gold (pop...	1 - Å589 - special regime for t...	202069	S1 SUPP1 - Supp 1	S
<input type="checkbox"/>	12/17/2021	1 - The supply of gold (pop...	1 - Å589 - special regime for t...	202070	S1 SUPP1 - Supp 1	S
<input type="checkbox"/>	:	1 - The supply of gold (pop...	1 - Å589 - special regime for t...	202057	C1 CUS1 - Cus 1	C
<input type="checkbox"/>	:	1 - The supply of gold (pop...	1 - Å589 - special regime for t...	202058	C1 CUS1 - Cus 1	C
<input type="checkbox"/>	:	1 - The supply of gold (pop...	1 - Å589 - special regime for t...	202059	C1 CUS1 - Cus 1	C
<input type="checkbox"/>	:	1 - The supply of gold (pop...	1 - Å589 - special regime for t...	202060	C1 CUS1 - Cus 1	C
<input type="checkbox"/>	:	12 - Cereals and industrial ...	2 - Å590 - special regime for u...	202105	C2 CUS2 - Cus 2	C
<input type="checkbox"/>	:	14 - Mobile phones	1 - Å589 - special regime for t...	202100	C2 CUS2 - Cus 2	C
<input type="checkbox"/>	:	20 - Supply of gas through ...	2 - Å590 - special regime for u...	202102	C2 CUS2 - Cus 2	C
<input type="checkbox"/>	:	20 - Supply of gas through ...	1 - Å589 - special regime for t...	202104	C2 CUS2 - Cus 2	C

### 3.5 CREATE TAX PROPOSAL

Use the standard functionality in IFS Cloud to create the tax proposal for a certain tax report and select the **Tax Office ID** for the tax proposal. The selected **Tax Office ID** is fetched to the VAT control statement.

### 3.6 PRINT PRELIMINARY TAX REPORT

Use standard functionality in IFS Cloud to print the preliminary tax report via the given command.

#### 3.6.1 ENTER HEADER INFORMATION

A country specific page is displayed when you print the preliminary tax report. Enter the information or use the list of value, when applicable, to add the requested information.

Print to File

● Header Information    ○ Output Information

**General Group**

Regional Tax Office ID CZ TAX OFFICE	Land Registration Number 33321	Main Economic Activity Number 4578
---	-----------------------------------	---------------------------------------

**Tax Consultant**

Tax Consultant Type Legal Person	Tax Consultant Code 97	Legal Name Achintha Jayaratne	Person ID ACJALK - Achintha Achintha Jayaratne
Date of Birth 12/8/1993	Tax Consultant ID 4759	Association No 21455	

**Authorized Person**

Person ID ACJALK - Achintha Achintha Jayaratne	Relationship Consultant
---	----------------------------

**Issued Person**

Person ID ACJALK - Achintha Achintha Jayaratne	Phone +46549632
---	--------------------

← Previous
Next →
Finish
Cancel

### 3.6.2 HEADER INFORMATION

Some of the company related information for header section of the VAT control statement are taken from the information fields that have been added to the tax template.

**Company Detailed Name** - The extended company name defined field in **Application Base Setup/Enterprise/Company/Company page Address/Distribution** tab is used.

**Phone/E-mail** of reporting company – The default phone no./E-mail connected to the default document address of the company is used. The value with default per method and address is selected.

**House no, Street, Zip code, City, and State** – All these address-related details are fetched from the default document address of the company.

Note that any of this information can still be modified after creating the tax proposal but before printing the tax report. Use IFS standard functionality to view and modify the information fields connected to a tax proposal through **Show Information Fields** command in the **Automatic Tax Proposal** page.



## Automatic Tax Proposal

☰ 🔍 📄 📄 🗑️ 🔔
New Tax Proposal
Acknowledge
View Tax Amounts

(1) ✓	⋮	Proposal ID	Description	Creation Date	User ID	Ackn Date
<input checked="" type="checkbox"/>	⋮	5	VAT CONTROL STATEMENT	12/20/2021	AA ACJALK	
<input type="checkbox"/>	Details		Report	12/19/2021	AA ACJALK	
<input type="checkbox"/>	Delete		Report	12/19/2021	AA ACJALK	12/19/2021
<input type="checkbox"/>	Add to Favorites		tax Report	12/19/2021	AA ACJALK	12/19/2021

- Acknowledge
- View Tax Amounts
- View Connected Proposals
- Print Preliminary Report
- Print Proposal - Voucher Info
- Print Proposal - Invoice Info
- Template Field Presentation
- Show Information Fields

Information Fields				
Template Field	Data Type	String Value	Information Source	
INFH1 - Company Detailed Name	STRING	ACJALK CZ COMPANY	TAX_PROPOSAL#COMPANY_DETAILED_NAME - Tax Proposal : Cor	
INFH2 - Phone No of Company	STRING	+564964	TAX_PROPOSAL#COMPANY_TAX_PHONE - Tax Proposal : Compar	
INFH3 - Email of Company	STRING	Achintha.jayaratne@ifs.com	TAX_PROPOSAL#COMPANY_TAX_EMAIL - Tax Proposal : Company	
INFH4 - House No of Reporting Company	STRING	41,	COMPANY_ADDRESS#HOUSE_NO - Company Address : House No	
INFH5 - Street of Reporting Company	STRING	160,	COMPANY_ADDRESS#STREET - Company Address : Street	
INFH6 - Zip Code of Reporting Company	STRING	16041	COMPANY_ADDRESS#ZIP_CODE - Company Address : Zip Code	
INFH7 - City of Reporting Company	STRING	Prague	COMPANY_ADDRESS#CITY - Company Address : City	
INFH8 - State of reporting company	STRING			
INFH9 - Authorized Person ID	STRING	ACJALK		
INFH10 - Authorized Person Relationship	STRING	Consultant		
INFH11 - Tax Consultant Person ID	STRING	ACJALK		
INFH12 - Tax Consultant Type	STRING	LEGAL_PERSON		
INFH13 - Tax Consultant Code	STRING	97		
INFH14 - Tax Consultant Legal Name	STRING	Achintha Jayaratne		
INFH15 - Tax Consultant Date Of Birth	DATE			
INFH16 - Tax Consultant ID	STRING	4759		
INFH17 - Tax Consultant Association No	STRING	21455		
INFH18 - Issued Person ID	STRING	ACJALK		
INFH19 - Issued Person Phone	STRING	+46549632		
INFH20 - Regional Tax Office ID	STRING	CZ TAX OFFICE		
INFH21 - Land Registration Number	NUMBER			
INFH22 - Main Economic Activity Number	NUMBER			

### 3.7 ACKNOWLEDGE TAX PROPOSAL

Use standard functionality in IFS Cloud to acknowledge the tax proposal by using the **Acknowledge** command.

### 3.8 PRINT DEFINITIVE TAX REPORT

Use standard functionality in IFS Cloud to print the definitive tax report by using the **Print Definitive Report** Command. The dialog for header information is displayed and you have the possibility to update any company information before the definitive report is printed. An XML file is created which can be submitted to tax authorities.

### 3.9 SUPPLEMENTARY REPORT AND CORRECTION REPORT

Use standard functionality in IFS Cloud to create a supplementary report.

### 3.10 DELIMITATIONS

The Above Tax control limit validation is not applied to manual customer invoice.

## 4 VAT Return Report

### 4.1 OVERVIEW LEGAL REQUIREMENT

It is a legal requirement, for Czech companies to generate different reports for tax office. VAT return report is a report that displays all tax transactions and some specific information. The report is generated as an xml file and is manually uploaded into the governmental portal. The report is divided into the different sections and subsections, each with specific reporting rules.

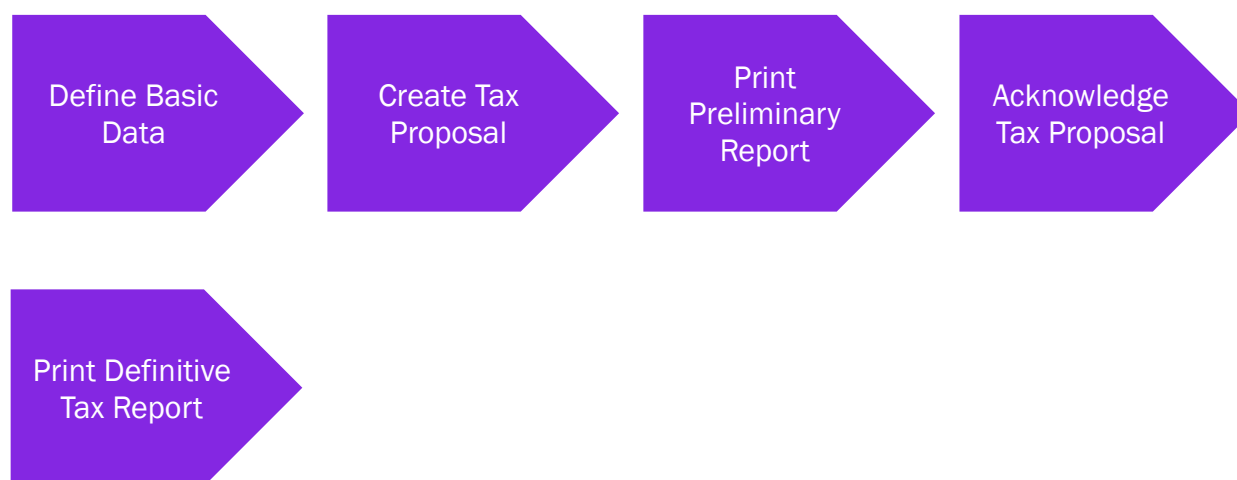
The VAT Return report consists of two different reference reports (tax sales - and tax purchase report) and is generated based on the set up and transactions in these two reports. The report can be generated either monthly or quarterly depending on the company's tax obligations.

### 4.2 SOLUTION

To support these requirements, the following functionalities have been added:

- Dialog for report header information
- Tax templates
- Tax groups and sub group details for reference reports
- Requirements regarding monthly or quarterly reports
- Creation of supplementary/correction reports

#### 4.2.1 PROCESS OVERVIEW



#### 4.2.2 ASSUMPTIONS

- It is an assumption that the user is familiar with IFS Cloud standard process of creating tax reports and tax proposals.

## 4.3 PREREQUISITES

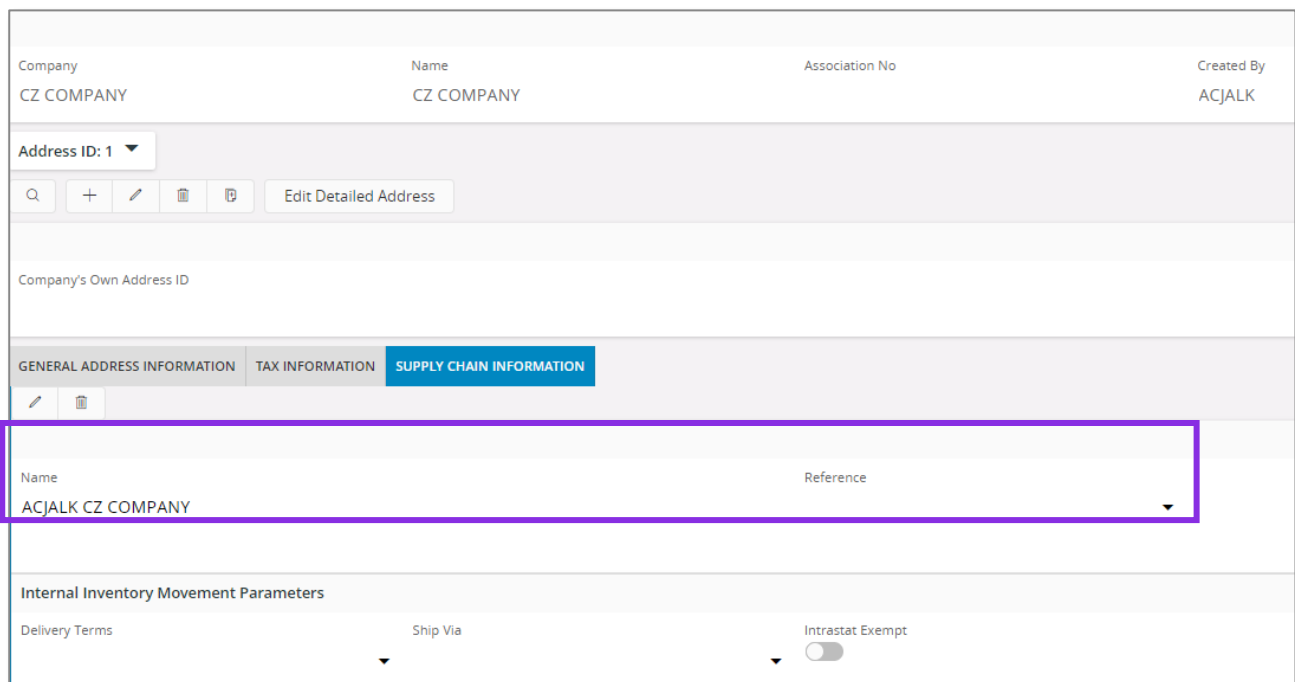
- The company must be set up to use Czech Republic localization, see the Company Setup chapter and the “Tax Reporting- Czech Republic” parameter must be enabled.
- Use STD-CZ company template for company creation or company update process in order to fetch the details of tax groups and subgroups from the company template.

## 4.4 DEFINE BASIC DATA

To be able to generate the VAT report, some basic data must be set up. The basic data is used both in the header section and in the sub sections of the report.

### 4.4.1 COMPANY NAME

The company name given for an address identity will be used in the header section. If an extended company name is requested, the name field in the **Application Base Setup /Enterprise /Company /Company** page **Address/Distribution Data** tab is being used. You can add up to 100 characters and the input in this field will overwrite the company name from the address identity.

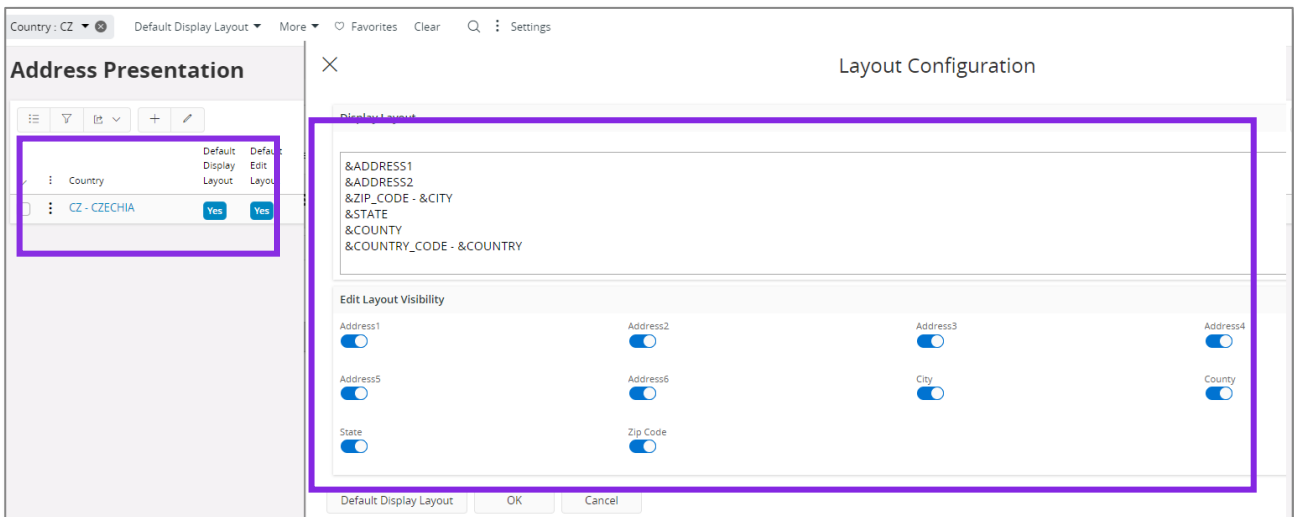


The screenshot displays the 'SUPPLY CHAIN INFORMATION' tab of the system interface. At the top, a table lists company details: Company (CZ COMPANY), Name (CZ COMPANY), Association No, and Created By (ACJALK). Below this, there is a section for 'Address ID: 1' with a search icon, a plus icon, an edit icon, a delete icon, and a button labeled 'Edit Detailed Address'. The 'Company's Own Address ID' field is empty. The 'SUPPLY CHAIN INFORMATION' tab is active, showing a table with columns for 'Name' and 'Reference'. The 'Name' field contains 'ACJALK CZ COMPANY' and is highlighted with a purple border. Below the table, there is a section for 'Internal Inventory Movement Parameters' with fields for 'Delivery Terms', 'Ship Via', and 'Intrastat Exempt' (which has a toggle switch).

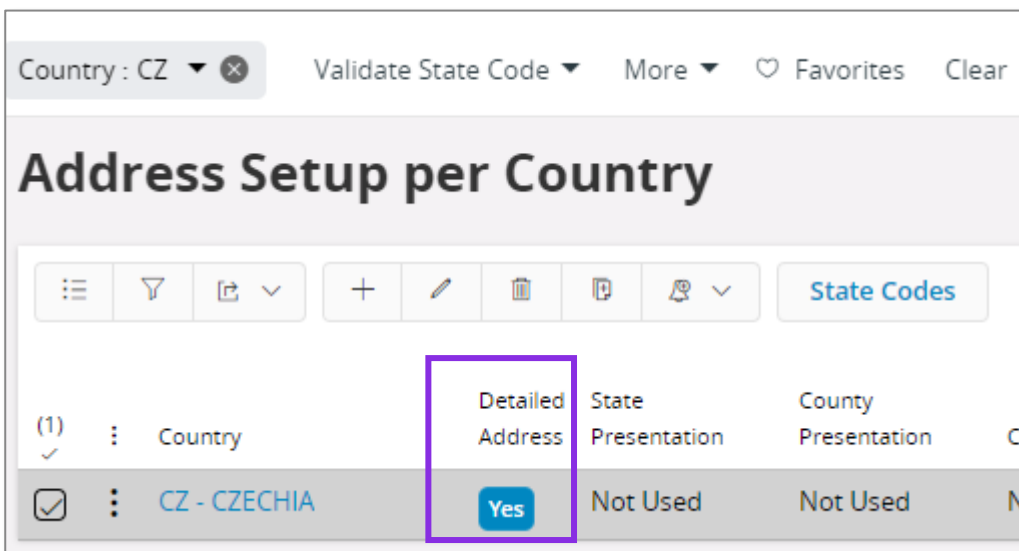
### 4.4.2 COMPANY ADDRESS

The company address is required in the header section and needs to be entered in a certain way to get the correct information into the correct field.

First, the fields for **City**, **Zip Code**, and **Country** must be enabled for the Czech Republic country code on the **Enterprise/Company/Basic Data/Address Presentation** page.



Second, the functionality for detail address information must be enabled. On **Enterprise/Company/Basic Data/Address Setup per Country** page, the check box for **Detailed Address** needs to be checked. The check box will enable dedicated fields for **Street** and **House number** when creating the company address.



Third, enter a customer address in **Application Base Setup/Enterprise/Company/Company** page **Address** tab. The dialog for address details will enable dedicated fields for **Street** and **House number** which is required in the control statement.

**Address** CZ COMPANY - CZ COMPANY 5 of 5

Company: CZ COMPANY Name: CZ COM

**Edit Detailed Address**

Address ID: 1

Street: Matice Street House No: 45 Community: NA

District: NA

Company's Own Address ID

Buttons: Edit Detailed Address, OK, Cancel

### 4.4.3 TAX ID NUMBER

Tax ID numbers are required for company, suppliers and customers and are used as reference in the VAT reports.

#### 4.4.3.1 Company Tax ID Number

Go to the **Application Base Setup/Enterprise/Company** page **Tax Control/Invoice** tab to enter the **Tax ID Number** for the company.

**Tax Control** CZ COMPANY - CZ COMPANY 5 of 5

Company: CZ COMPANY Name: CZ COMPANY Association No: Created By: ACJALK

Tabs: GENERAL **INVOICE** SUPPLY CHAIN EXTERNAL TAX SYSTEM

**General Information**

Amount Method: Gross Amount Entry Tax Rounding Level: Line Level Invoice Fee Tax Code: Tax Correspon:

Tax Amount Limit, Outgoing Invoice Lines:  Use Tax Invoice:  Correspondence, Invoice Net Amount - Tax Withholding Ba...:  Supplement Ta:

Post Preliminary Tax Withholding:

**Tax Liability Countries**

Buttons: Validate Tax ID Number Translation

(1)	Country	Tax ID Type	Tax ID Number	Tax ID Validated Date	Tax Registration Text	Branch	Valid From	Valid Until
<input checked="" type="checkbox"/>	CZECHIA	CZ	CZ123456789				12/19/2021	12/31/2049

#### 4.4.3.2 Supplier Tax ID Number

Go to the **Application Base Setup/Enterprise/Supplier/Supplier** page **Address/Document Tax Information** tab to enter the **Tax ID Number** for the supplier.

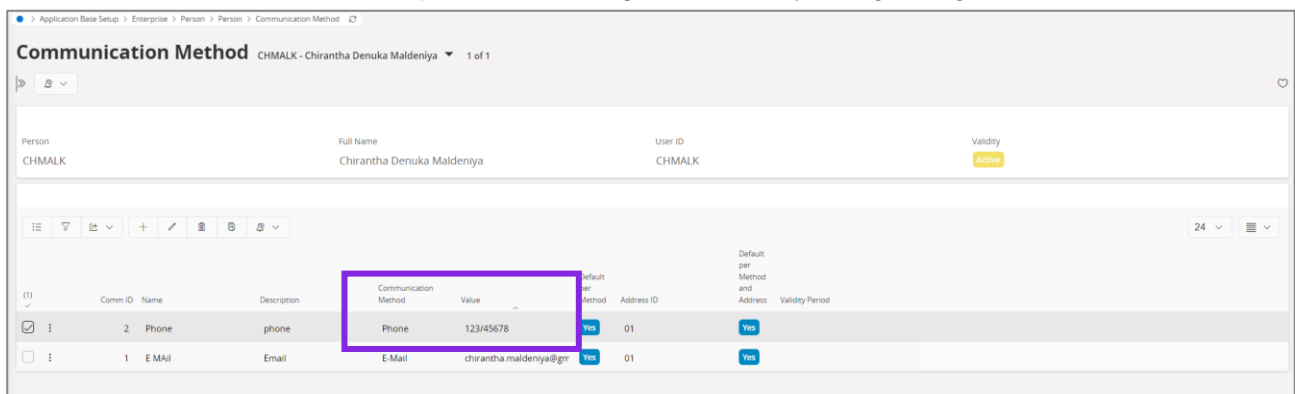
#### 4.4.3.3 Customer Tax ID Number

Go to the **Application Base Setup/Enterprise/Customer/Customer** page **Address/Document Tax Information** tab to enter the **Tax ID Number** for the customer.

#### 4.4.4 CREATE PERSON ID

The header section of the VAT report requires information about the **Contact Person, Tax Consultant, Authorized Person, and Issued By**. Use standard functionality in **Application Base Setup/Enterprise/Person** page to enter person IDs which will be fetched via a list of values into the header dialog when printing the tax report.

Note: Phone number must be separated from regional code by using “/” sign.



Comm ID	Name	Description	Communication Method	Value	Default per Method	Address ID	Default per Method and Address Validity Period
2	Phone	phone	Phone	123/45678	Yes	01	Yes
1	E Mail	Email	E-Mail	chirantha.maldeniya@gr	Yes	01	Yes

#### 4.4.5 CREATE TAX REPORT

A specific tax report must be created for the Czech Purchase Tax Report (tax template GCZ003), Czech Sales Tax Report (tax template GCZ004), and Czech VAT Return Report (tax template GCZ002). Use standard functionality in IFS Cloud to create the report in the **Financials/Tax Ledger/Tax Report** page.

If the report is created for a quarter, then the number of periods must be set to 3.

A calculation is done to determine which quarter the report represents:

Last month in the period/3 = Quarter

Ex) Tax period April to June(6) → 6/3 = 2

Note: It is required from the user to create the report according to the calendar year i.e., Q1 = period 1 to 3, Q2 = period 4 to 6, etc.

When creating all tax reports, select “Replacement Report” in the **Correction Type** field, in order to handle corrections before the end of the reporting period. Note that this setup will have to be changed to “Supplementary Report” to handle corrections after the end of the reporting period. This is described later in the process.

When creating a tax report for Czech VAT Return, make sure that both Tax Sales and Tax Purchase reference reports are connected to the report in the **Ref Reports** tab.

**Tax Report** GCZ002 - Czech VAT Return Report

Report No: GCZ002, Description: Czech VAT Return Report

Tax Template: GCZ002 - Czech VAT Return Report

Tax Group: Tax Direction: DisbursedReceived

Report Based on: Obsolete Tax Te...  
Other Reports: No

**Additional Parameters**

Detail Level	Sort Order	Proposal Period/Date Range	Number of Peri...
Template	Based on Periods		3
Correction Type	Repost Sequence Number		Document Series
Replacement Report			

**Output Method**

Output Media: External File Template

File: TaxRepCZvatRet - Czech VAT Return Tax Report File

Tax Report Layout ID: XML Layout ID: TAX\_RETURN\_CZ

**Reporting Currency**

Reporting Currency Base: Currency

Accounting Currency: USD

Currency Rate Type:

**REF REPORTS** COMPANY

	Tax Template	Tax Template Field	Reference Report
	GCZ004 - Czech Sales Tax Report	%	GCZ004
	GCZ003 - Czech Purchase Tax Report	%	GCZ003

Also note that to make it possible to select **Supplementary Report** for Czech tax reports, an entry with **Correction Proposal** in the **Info Type** field and **Supplementary Report** in the **Info Value** field is added in the **Tax Template Basic Specific Info** page for system-defined tax templates **GCZ003**, **GCZ004**, and **GCZ002** during the installation.

- In case of **GCZ003** and **GCZ004**, which are tax templates based on tax transactions (**Tax Report Based On** field is set to **Tax Transaction** on the **Tax Templates** page), this is standard possibility. Any user-defined tax template based on tax transactions can be set up this way.
- In case of **GCZ002**, which is a tax template based on other reports, Tax Sales and Tax Purchase (**Tax Report Based On** field is set to **Other Reports** in the **Tax Templates** page), this is an extended functionality. For user-defined tax templates based on other reports, this setup can only be defined if the tax template is **GCZ002** and it was created as a copy of GCZ002 (see **Org Template ID** field). Functionality related to this new setup is described later in the process.



[Financials](#) > [Tax Ledger](#) > [Basic Data](#) > [Tax Templates](#) > Tax Template Basic Specific Info [↻](#)

## Tax Template Basic Specific Info

GCZ002 - Czech VAT Return Report - CZ ▾ 1 of 1

Tax Template: GCZ002 - Czech VAT Return Report  
 Country Code: CZ  
 System Defined: Yes

**Details**

Info ID	Info Type	Info Value
1	Correction Proposal	Replacement Report
2	Grouping	Template Field
3	Grouping	Sub Group
4	Reference Template	GCZ003
5	Reference Template	GCZ004
6	Proposal Period/Date Range	Based on Periods
7	Correction Proposal	Supplementary Report

#### 4.4.6 CREATE TAX OFFICE AND REGIONAL TAX OFFICE

For tax office and regional tax office, the standard functionality for adding tax office is used. Go to the **Application Base Setup/Enterprise/Tax/Tax Office** page and set up both the tax office and regional tax office.

Note: Make sure to add the tax report number to your tax office and regional tax office.

**Tax Report** CZ TAX OFFICE - CZ TAX OFFICE ▼ 1 of 1

« [🔔] ▼

---

Tax Office: CZ TAX OFFICE      Name: CZ TAX OFFICE

Company: CZ COMPANY - CZ COMPANY ▼

[🔍] [➕] [✎] [🗑️] [📄]

Company	Tax ID Number	Our Identity	Electronic Tax ID	State Code
CZ COMPANY	CZ123456789			

State Name

---

**Tax Report Info**

[☰] [🔍] [📄] ▼ [➕] [✎]

✓ Tax Report

GCZ002 - Czech VAT Return Report

#### 4.4.7 CREATE TAX CODES

A tax code is needed for each type of transaction, and it is the tax code that directs a certain transaction into a certain sub section of the statement. Separate tax codes for disbursed (sales) and received (purchase) tax is required. A tax code is being created according to standard process on **Accounting Rules/Tax/Tax Codes** page.

Note: A tax code can only be connected to one tax sub group, but it is possible to direct a transaction into another sub section by adding a delivery type i.e. for a credit or correction transaction.

#### 4.4.8 CREATE SUB GROUP DETAILS

Tax sub group is where the user connects a tax code with a certain sub section in the statement. The tax group and sub groups are fetched from the company template, if **STD-CZ** company template is used for company creation or company update process. The sub group details need to be set up by the user. Create a line for each tax code and delivery type that is required for the statement.

The VAT return report does not have its own tax group, instead it uses two different reference tax groups.

Go to the **Financials/Tax Ledger/Basic Data/Tax Group** page and search for each of the tax group IDs below and set up the sub group details.

- CZ\_PURCH – Czech Purchase Tax Report
- CZ\_SALES - Czech Sales Tax Report

## Tax Group CZ\_PURCH - Czech Purchase Tax Report ▾

<< + ✎ 🗑️ 🔔 ▾

Tax Group ID	Description	Tax Group Selection Base
CZ_PURCH	Czech Purchase Tax Report	Delivery Type ▾

### Sub Groups

☰ 🔍 🗑️ ▾ + ✎

<input checked="" type="checkbox"/>	⋮	Sub Group ID	Description
<input type="checkbox"/>	⋮	30	Acquisition of goods in three-sided trade (§17)
<input type="checkbox"/>	⋮	32	Import of goods exempt (§71 g)
<input type="checkbox"/>	⋮	40	Received taxable payments, standard rate
<input type="checkbox"/>	⋮	40K	Received taxable payments, standard rate, deductible
<input type="checkbox"/>	⋮	41	Received taxable payments, reduced rate
<input type="checkbox"/>	⋮	41K	Received taxable payments, reduced rate, deductible
<input type="checkbox"/>	⋮	42	Import of goods, tax from customs office
<input type="checkbox"/>	⋮	42K	Import of goods, tax from customs office, deductible
<input type="checkbox"/>	⋮	43	Acquisition of goods from other EU country, standard rate
<input type="checkbox"/>	⋮	43D	Import of goods (§23 (3-5)), standard rate
<input type="checkbox"/>	⋮	43DK	Import of goods (§23 (3-5)), standard rate, deductible
<input type="checkbox"/>	⋮	43DP	Acquisition of means of transport (§19 (4))
<input type="checkbox"/>	⋮	43DPK	Acquisition of means of transport (§19 (4)), deductible
<input type="checkbox"/>	⋮	43K	Acquisition of goods from other EU country, standard rate, deductible
<input type="checkbox"/>	⋮	43R	Acquisition of services from other EU country, standard rate

#### 4.4.9 EXCLUDE CANCELED INVOICES

If an invoice is canceled within the same tax period i.e., due to an internal mistake, then none of the original or the correction/credit invoice should be reported in the control statement. Use standard functionality *in the **Financials/Tax Ledger/Basic Data/Tax Ledger Parameter*** page to uncheck the check box for canceled invoices.

### Tax Ledger Parameters

<b>Tax Transactions</b> Delete Tax Transactions with Status False <input checked="" type="checkbox"/> Tax Base Calculation for Non-deductible Transactions Reduced		<b>Tax Proposal</b> Include Cancelled Invoices <input checked="" type="checkbox"/>
<b>Modify Tax Transactions</b> Allow Change of Tax Number <input checked="" type="checkbox"/> Allow Change of Tax Liability Date <input type="checkbox"/> Allow Change of Tax Code <input type="checkbox"/>		

## 4.5 CREATE TAX PROPOSAL

Use standard functionality in IFS Cloud to create the tax proposal for a certain tax report and connect the tax proposal to a Tax Office ID.

## 4.6 PRINT PRELIMINARY TAX REPORT

Use standard functionality in IFS Cloud to print the preliminary tax report via the **Print Preliminary Report** command.

### 4.6.1 ENTER HEADER INFORMATION

A country-specific page is displayed when you print the preliminary tax report. Enter the information or use the list of value, when applicable, to add the requested information.

Print to File

Header Information Output Information

---

**General Group**

Regional Tax Office ID CZ TAX OFFICE	Land Registration Number 33321	Main Economic Activity Number 4578
---	-----------------------------------	---------------------------------------

**Tax Consultant**

Tax Consultant Type Legal Person	Tax Consultant Code 97	Legal Name Achintha Jayaratne	Person ID ACJALK - Achintha Achintha Jayaratne
Date of Birth 12/8/1993	Tax Consultant ID 4759	Association No 21455	

**Authorized Person**

Person ID ACJALK - Achintha Achintha Jayaratne	Relationship Consultant
---	----------------------------

**Issued Person**

Person ID ACJALK - Achintha Achintha Jayaratne	Phone +46549632
---	--------------------

Previous Next Finish Cancel

#### 4.6.1.1 Header Information

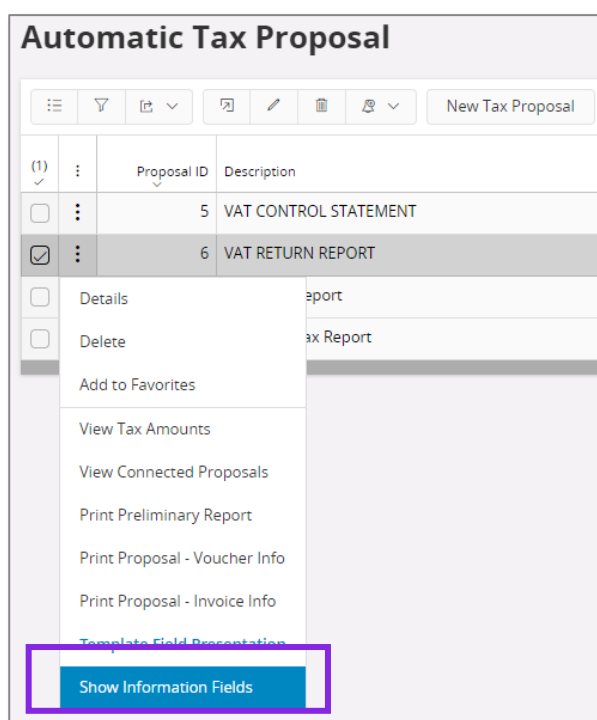
Some of the company related information for header section of the VAT control statement are taken from the information fields that have been added to the tax template.

**Company Detailed Name** - The extended company name defined field in the **Application Base Setup/Enterprise/Company/Company page Address/Distribution** tab is used.

**Phone/E-mail** of reporting company – The default phone no./E-mail connected to the default document address of the company is used. The value with default per method and address is selected.

**House no, Street, Zip code, City, and State** – All these address-related details are fetched from the default document address of the company.

Note that any of this information can still be modified after creating the tax proposal but before printing the tax report. Use IFS standard functionality to view and modify the information fields connected to a tax proposal through the **Show Information Fields** command on the **Automatic Tax Proposal** page.



Information Fields				
Template Field	Data Type	String Value	Information Source	
INFH1 - Company Detailed Name	STRING	ACJALK CZ COMPANY	TAX_PROPOSAL#COMPANY_DETAILED_NAME - Tax Proposal : Cor	
INFH2 - Phone No of Company	STRING	+564964	TAX_PROPOSAL#COMPANY_TAX_PHONE - Tax Proposal : Compar	
INFH3 - Email of Company	STRING	Achintha.jayaratne@ifs.com	TAX_PROPOSAL#COMPANY_TAX_EMAIL - Tax Proposal : Company	
INFH4 - House No of Reporting Company	STRING	41,	COMPANY_ADDRESS#HOUSE_NO - Company Address : House No	
INFH5 - Street of Reporting Company	STRING	160,	COMPANY_ADDRESS#STREET - Company Address : Street	
INFH6 - Zip Code of Reporting Company	STRING	16041	COMPANY_ADDRESS#ZIP_CODE - Company Address : Zip Code	
INFH7 - City of Reporting Company	STRING	Prague	COMPANY_ADDRESS#CITY - Company Address : City	
INFH8 - State of reporting company	STRING			
INFH9 - Authorized Person ID	STRING	ACJALK		
INFH10 - Authorized Person Relationship	STRING	Consultant		
INFH11 - Tax Consultant Person ID	STRING	ACJALK		
INFH12 - Tax Consultant Type	STRING	LEGAL_PERSON		
INFH13 - Tax Consultant Code	STRING	97		
INFH14 - Tax Consultant Legal Name	STRING	Achintha Jayaratne		
INFH15 - Tax Consultant Date Of Birth	DATE			
INFH16 - Tax Consultant ID	STRING	4759		
INFH17 - Tax Consultant Association No	STRING	21455		
INFH18 - Issued Person ID	STRING	ACJALK		
INFH19 - Issued Person Phone	STRING	+46549632		
INFH20 - Regional Tax Office ID	STRING	CZ TAX OFFICE		
INFH21 - Land Registration Number	NUMBER			
INFH22 - Main Economic Activity Number	NUMBER			

## 4.7 ACKNOWLEDGE TAX PROPOSAL

Use standard functionality in IFS Cloud to acknowledge the tax proposal by using the context menu option.

## 4.8 PRINT DEFINITIVE TAX REPORT

Use standard functionality in IFS Cloud to print the definitive tax report by using the context menu option. The dialog for header information is displayed and you have the possibility to update any company information before the definitive report is printed. An xml file is created which can be submitted to tax authorities.

Note the following attributes in the XML.

- In the VetaD block, dapdph\_forma attribute is equal "B" (ordinary report).
- In the Veta6 block, if tax disbursed is bigger than tax received, dano\_da attribute is equal to tax disbursed minus tax received.
- In the Veta6 block, if tax received is bigger than tax disbursed, dano\_no attribute is equal to tax received minus tax disbursed.
- In the Veta6 block, dano attribute is not used (0.00 value).

## 4.9 Create tax proposal – correction before the end of the reporting period

If some transactions were missing in the reporting and the time for the reporting has not passed yet, the correction is done by replacement, that is a new report should be created considering not only missing transactions but also the original transactions.

In the **Tax Report** page select **Replacement Report** in the **Correction Type** field for tax reports connected to tax templates

- GCZ003 - Czech Purchase Tax Report
- GCZ004 - Czech Sales Tax Report
- GCZ002 - Czech VAT Return Report

Use standard functionality in IFS Cloud to create correction tax proposals for Purchase Tax Report and Sales Tax Report. When these proposals are generated and **Replacement Report** is selected in the **Correction Type** field, the system includes all tax transactions for the reporting period, and all transactions are displayed on the **Tax Proposal Details** page.

Use standard functionality in IFS Cloud to create correction tax proposal for VAT Return Report. When this proposal is generated and **Replacement Report** is selected in the **Correction Type** field, the system considers tax transactions from the last proposal for Purchase Tax Report and the last proposal for Sales Tax Report, and amounts in the **Tax Proposal - Template Field Presentation** page are calculated accordingly.

## 4.10 Print preliminary tax report – correction before the end of the reporting period

Use standard functionality in IFS Cloud to print the preliminary tax report.

When VAT Control Header dialog is displayed, add the requested information.

## 4.11 Acknowledge tax proposal – correction before the end of the reporting period

Use standard functionality in IFS Cloud to acknowledge the tax proposal.

## 4.12 Print definitive tax report – correction before the end of the reporting period

Use standard functionality in IFS Cloud to print the definitive tax report by using the **Print Definitive Report** command. The dialog for header information is displayed and you have the possibility to update any company information before the definitive report is printed. An XML file is created which can be submitted to tax authorities.

Note the following attributes in the XML.

- In the VetaD block, dapdph\_forma attribute is equal "O" (correction report before the end of the reporting period).
- In the Veta6 block, if tax disbursed is bigger than tax received, dano\_da attribute is equal to tax disbursed minus tax received.
- In the Veta6 block, if tax received is bigger than tax disbursed, dano\_no attribute is equal tax received minus tax disbursed.
- In the Veta6 block, dano attribute is not used (0.00 value).

#### 4.13 Create tax proposal – correction after the end of the reporting period

If some transactions were missing in the reporting and the time for the reporting has already passed, the correction is done by reporting additions, that is a new report should be created considering only missing transactions.

In the *Tax Report* page select “Supplementary Report” in the **Correction Type** field for tax reports connected to tax templates

- GCZ003 - Czech Purchase Tax Report
- GCZ004 - Czech Sales Tax Report
- GCZ002 - Czech VAT Return Report

Use standard functionality in IFS Cloud to create correction tax proposals for Purchase Tax Report and Sales Tax Report. When these proposals are generated and **Supplementary Report** is selected in the **Correction Type** field, the system includes new tax transactions for the reporting period only, and only new transactions are displayed on the **Tax Proposal Details** page.

Use standard functionality in IFS Cloud to create correction tax proposal for VAT Return Report. When this proposal is generated and **Supplementary Report** is selected in the **Correction Type** field (new functionality for templates based on other reports), the system considers tax transactions from these proposals for Purchase Tax Report and Sales Tax Report which were created after the previous proposal for VAT Return Report. Amounts in the **Tax Proposal - Template Field Presentation** page are calculated accordingly.

#### 4.14 Print preliminary tax report – correction after the end of the reporting period

Use standard functionality in IFS Cloud to print the preliminary tax report via the **Print Preliminary Report** command.

When VAT Control Header dialog is displayed, add the requested information.

#### 4.15 Acknowledge tax proposal – correction after the end of the reporting period

Use standard functionality in IFS Cloud to acknowledge the tax proposal.

#### 4.16 Print definitive tax report – correction after the end of the reporting period

Use standard functionality in IFS Cloud to print the definitive tax report by using the **Print Definitive Report** command. The dialog for header information is displayed and you have the possibility to update any company information before the definitive report is printed. An XML file is created which can be submitted to tax authorities.

Note the following attributes in the XML

- In the VetaD block, the `dapdph_forma` attribute is equal "D" (correction report after the end of the reporting period).
- In the Veta6 block, `dano_da` attribute is not used (0.00 value).
- In the Veta6 block, `dano_no` attribute is not used (0.00 value).
- In the Veta6 block, `dano` attribute is equal tax disbursed minus tax received.



#### 4.17 Delimitation

Not defined.

## 5 VAT Summary Report

### 5.1 OVERVIEW LEGAL REQUIREMENT

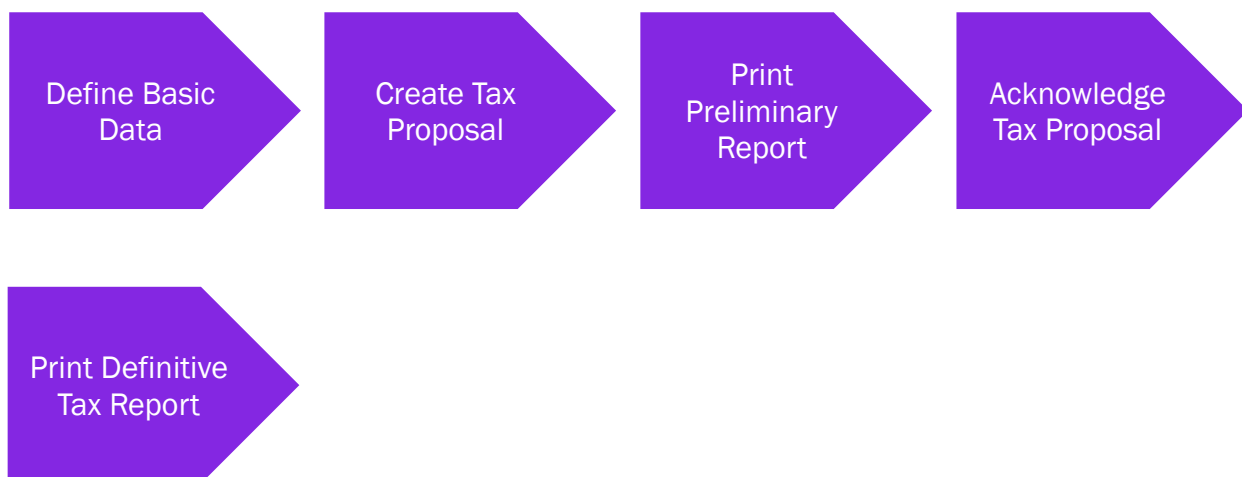
It is a legal requirement, for Czech companies to generate different reports for tax office. VAT summary report displays a customer's tax transactions inside EU (VIES). VIES is an electronic system allowing information regarding VAT registration to be transferred between countries. The report can be generated either monthly or quarterly depending on the company's tax obligations.

### 5.2 SOLUTION

An XML file is created which can be submitted to tax authorities. To support the full requirement, the following have been added:

- New tax template : "GCZ007 - Czech VAT Summary Report "
- New external file type: "TaxRepCZ - Czech Tax Reporting".
- New external file template: " TaxRepCZVatSum - Czech VAT Summary Report File "
- New tax group : "CZ\_SUM\_REP- Czech VAT Summary Report".

#### 5.2.1 PROCESS OVERVIEW



#### 5.2.2 ASSUMPTIONS

It's an assumption that the user is familiar with IFS Cloud standard process of creating tax reports and tax proposals.

### 5.3 PREREQUISITES

- The company must be set up to use Czech Republic localization, see the Company Setup chapter and the **VAT Reporting** parameter must be enabled.
- Use **STD-CZ** company template for company creation or company update process to fetch the details of tax groups and subgroups from the company template.

## 5.4 DEFINE BASIC DATA

To be able to generate the VAT report, some basic data must be set up. The basic data is used both in the header section and in the sub sections of the report.

### 5.4.1 COMPANY NAME

The company name given for an address identity will be used in the header section. If an extended company name is requested, the name field on the **Application Base Setup/Enterprise/Company/Company page Address/Distribution** tab is being used. You can add up to 100 characters and the input in this field will overwrite the company name from the address identity.

Company	Name	Association No	Created By
CZ COMPANY	CZ COMPANY		ACJALK

Address ID: 1

Company's Own Address ID

GENERAL ADDRESS INFORMATION | TAX INFORMATION | **SUPPLY CHAIN INFORMATION**

Name	Reference
ACJALK CZ COMPANY	

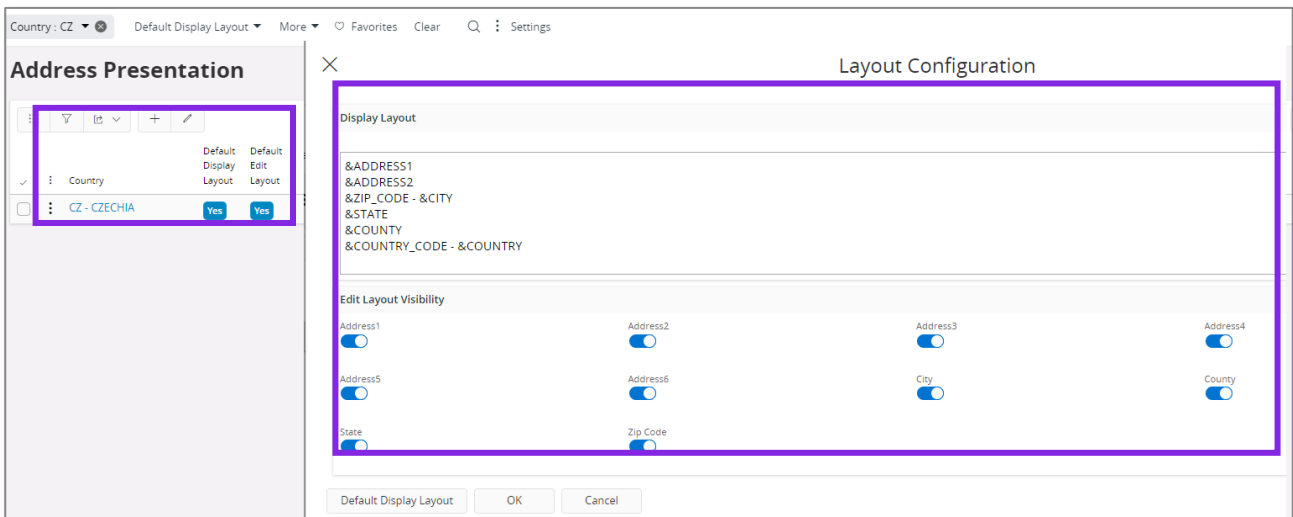
Internal Inventory Movement Parameters

Delivery Terms:   
 Ship Via:   
 Intrastat Exempt:

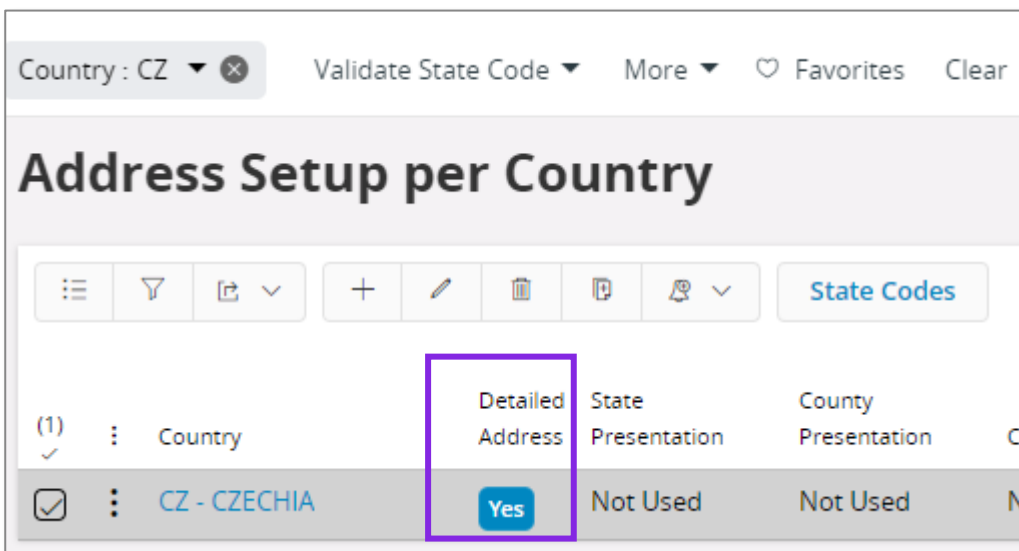
### 5.4.2 COMPANY ADDRESS

The company address is required in the header section and needs to be entered in a certain way to get the correct information into the correct field.

First, the fields for **City**, **Zip Code**, and **Country** must be enabled for the Czech Republic country code on the **Application Base Setup/Enterprise/Company/Basic Data/Address Presentation** page.



Second, the functionality for detail address information must be enabled. On the **Application Base Setup/Enterprise/Company/Basic Data/Address Setup per Country** page the check box for **Detailed Address** needs to be checked. The check box will enable dedicated fields for **Street** and **House number** when creating the company address.



Third, enter a company address on the **Application Base Setup/Enterprise/Company/Company** page **Address** tab. The dialog for address details will enable dedicated fields for **Street** and **House number** which is required in the tax report.

**Address** CZ COMPANY - CZ COMPANY 5 of 5

Company: CZ COMPANY Name: CZ CON

**Edit Detailed Address**

Address ID: 1

Street: Matice Street House No: 45 Community: NA

District: NA

Company's Own Address ID

OK Cancel

### 5.4.3 TAX ID NUMBER

Tax ID numbers are required for company, suppliers, and customers and are used as reference in the VAT reports.

#### 5.4.3.1 Company Tax ID Number

Go to the **Application Base Setup/Enterprise/Company** page **Tax Control/Invoice** tab to enter the **Tax ID Number** for the company.

**Tax Control** CZ COMPANY - CZ COMPANY 5 of 5

Company: CZ COMPANY Name: CZ COMPANY Association No: Created By: ACJALK

GENERAL **INVOICE** SUPPLY CHAIN EXTERNAL TAX SYSTEM

**General Information**

Amount Method: Gross Amount Entry Tax Rounding Level: Line Level Invoice Fee Tax Code: Tax Correspondence:

Tax Amount Limit, Outgoing Invoice Lines:  Use Tax Invoice:  Correspondence, Invoice Net Amount - Tax Withholding Ba...:  Supplement Ta:

Post Preliminary Tax Withholding:

**Tax Liability Countries**

Validate Tax ID Number Translation

(1) ✓	Country	Tax ID Type	Tax ID Number	Tax ID Validated Date	Tax Registration Text	Branch	Valid From	Valid Until
<input checked="" type="checkbox"/>	CZECHIA	CZ	CZ123456789				12/19/2021	12/31/2049

#### 5.4.3.2 Supplier Tax ID Number

Go to the **Application Base Setup/Enterprise/Supplier/Supplier** page **Address/Document Tax Information** tab to enter the **Tax ID Number** for the supplier.

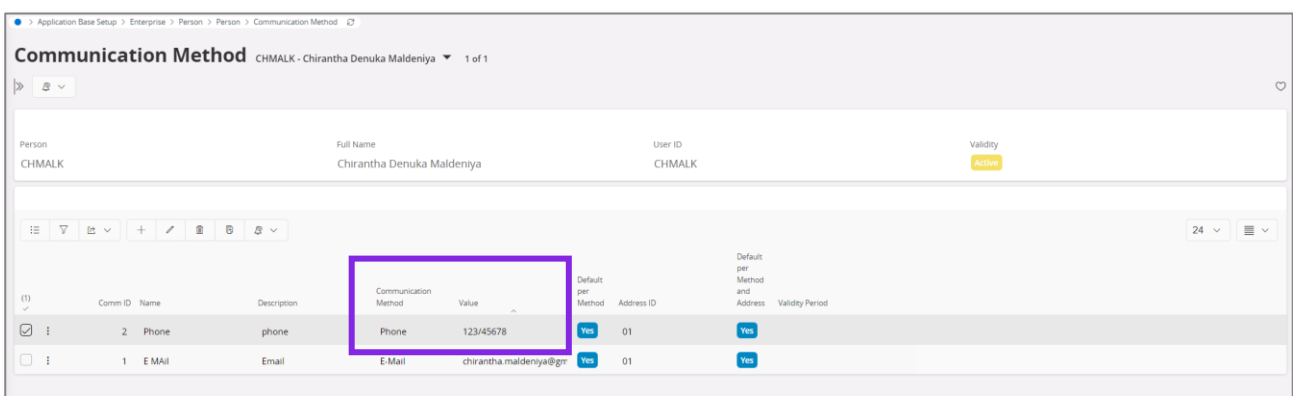
### 5.4.3.3 Customer Tax ID Number

Go to the **Application Base Setup/Enterprise/Customer/Customer** page **Address/Document Tax Information** tab to enter the **Tax ID Number** for the customer.

### 5.4.4 CREATE PERSON ID

The header section of the VAT report requires information about **Contact Person, Tax Consultant, Authorized Person, and Issued By**. Use standard functionality in the **Application Base Setup/Enterprise/Person** page to enter person IDs which will be fetched via the list of values into the header dialog when printing the tax report.

Note: Phone number must be separated from regional code by using “/” sign.



### 5.4.5 CREATE TAX REPORT

A specific tax report must be created for the VAT summary report. Use standard functionality in IFS Cloud to create the report in the **Financials/Tax Ledger/Tax Report** page.

If the report is created for a quarter, then the number of periods must be set to 3.

A calculation is done to determine which quarter the report represents:

Last month in the period/3 = Quarter

Ex) Tax period April to June(6) → 6/3 = 2

Note: It is required from the user to create the report according to the calendar year i.e., Q1 = period 1 to 3, Q2 = period 4 to 6, etc.

**Tax Report** GCZ007 - Czech VAT Summary Report ▾

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<table border="1"> <thead> <tr> <th>Report No</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>GCZ007</td> <td>Czech VAT Summary Report</td> </tr> </tbody> </table> <p>Tax Template GCZ007 - Czech VAT Summary Report</p> <table border="1"> <thead> <tr> <th>Tax Group</th> <th>Tax Direction</th> </tr> </thead> <tbody> <tr> <td>CZ_SUM_REP - Czech VAT Summary Report</td> <td>Disbursed</td> </tr> </tbody> </table> <p>Report Based on: Obsolete Tax Te... Tax Transact... <b>No</b></p>	Report No	Description	GCZ007	Czech VAT Summary Report	Tax Group	Tax Direction	CZ_SUM_REP - Czech VAT Summary Report	Disbursed	<p><b>Additional Parameters</b></p> <table border="1"> <thead> <tr> <th>Detail Level</th> <th>Sort Order</th> <th>Proposal Period/Date Range</th> </tr> </thead> <tbody> <tr> <td>Customer ▾</td> <td></td> <td>Based on Periods</td> </tr> <tr> <td>Correction Type</td> <td></td> <td>Repost Sequence Number</td> </tr> <tr> <td colspan="3">Supplementary Report</td> </tr> </tbody> </table>	Detail Level	Sort Order	Proposal Period/Date Range	Customer ▾		Based on Periods	Correction Type		Repost Sequence Number	Supplementary Report			<table border="1"> <tbody> <tr> <td>Number of Peri...</td> </tr> <tr> <td>1</td> </tr> <tr> <td>Document Series</td> </tr> </tbody> </table>	Number of Peri...	1	Document Series
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DELIVERY TYPE **COMPANY** ⏪ ⏩

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	Accounting Currency	Parallel Currency
<input checked="" type="checkbox"/> : Company	USD	EUR
<input type="checkbox"/> : CZ COMPANY - CZ COMPANY	USD	EUR

#### 5.4.6 CREATE TAX OFFICE AND REGIONAL TAX OFFICE

For tax office and regional tax office, the standard functionality for adding tax office is used. Go to **Application Base Setup/Enterprise/Tax/Tax Office** page and set up both the tax office and regional tax office.

Note: Make sure to add the tax report number to your tax office and regional tax office.

## Tax Report

CZ TAX OFFICE - CZ TAX OFFICE ▼ 1 of 1

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Tax Office CZ TAX OFFICE	Name CZ TAX OFFICE
-----------------------------	-----------------------

Company: CZ COMPANY - CZ COMPANY ▼

Company	Tax ID Number	Our Identity	Electronic Tax ID	State Code
CZ COMPANY	CZ123456789			▼
State Name				

### Tax Report Info

- ✓ : Tax Report
- : GCZ007 - Czech VAT Summary Report
- : GCZ004 - Czech Sales Tax Report
- : GCZ003 - Czech Purchase Tax Report
- : GCZ001 - Czech VAT Control Statement
- : GCZ002 - Czech VAT Return Report

### 5.4.7 TAX CODES

A tax code is needed for each type of transaction, and it is the tax code that directs a certain transaction into a certain sub section of the statement. A tax code is being created according to standard process on the **Accounting Rules/Tax/Tax Codes** page.

Note: A tax code can only be connected to one tax sub group, but it is possible to direct a transaction into another sub section by adding a delivery type i.e. for a credit or correction transaction.

### 5.4.8 SUB GROUP DETAILS

Tax sub group is where the user connects a tax code with a certain sub section in the statement. The tax group and sub groups are fetched from the company template, if **STD-CZ** company template is used for company creation or company update process. The sub group details need to be set up by the user. Create a line for each tax code and delivery type that is required for the statement.



Go to *Financials/Tax Ledger/Basic Data/Tax Group* page Sub Group Details tab and search for the tax group id below and set up the sub group details. The subgroup ID will be displayed in the summary report.

- 0 – Delivery of goods to another EU state
- 1 – Transfer of business assets payer to another EU state
- 2 – Middle person of a triparty sell
- 3 – Provision of services with a place of supply in another EU state

**Tax Group** CZ\_SUM\_REP - Czech VAT Summary Report

Tax Group ID	Description	Tax Group Selection Base
CZ_SUM_REP	Czech VAT Summary Report	Delivery Type

**Sub Groups**

<input checked="" type="checkbox"/>	Sub Group ID	Description
<input type="checkbox"/>	0	Transactions with code 0
<input type="checkbox"/>	1	Transactions with code 1
<input type="checkbox"/>	2	Transactions with code 2
<input type="checkbox"/>	3	Transactions with code 3

**Sub Group Details**

<input checked="" type="checkbox"/>	Currency Code	Sub Group	Tax Code	Delivery Type
<input type="checkbox"/>	USD	0 - Transactions with code 0	V4 - Výstup 0%-dodání zboží do jiného člen.státu EU	%
<input type="checkbox"/>	USD	3 - Transactions with code 3	V3 - Výstup 0%-dodání služeb do jiného člen.státu EU	%

#### 5.4.9 EXCLUDE CANCELED INVOICES

If an invoice is canceled within the same tax period i.e., due to an internal mistake, then none of the original or the correction/credit invoice should be reported in the control statement. Use standard functionality in the *Financials/Tax Ledger/Basic Data/Tax Ledger Parameter* page to uncheck the check box for canceled invoices.

**Tax Ledger Parameters**

**Tax Transactions**

Delete Tax Transactions with Status False

Tax Base Calculation for Non-deductible Transactions: Reduced

**Tax Proposal**

Include Cancelled Invoices

**Modify Tax Transactions**

Allow Change of Tax Number

Allow Change of Tax Liability Date

Allow Change of Tax Code

## 5.5 CREATE TAX PROPOSAL

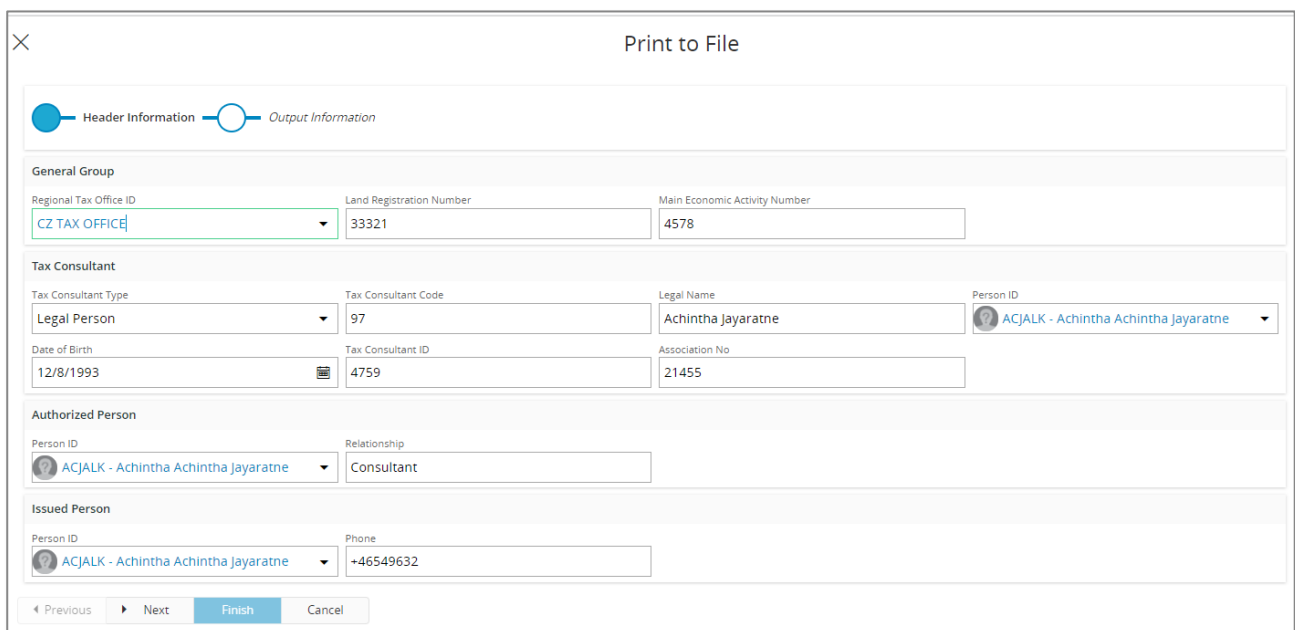
Use standard functionality in IFS Cloud to create the tax proposal for a certain tax report and connect the tax proposal to a Tax Office ID.

## 5.6 PRINT PRELIMINARY TAX REPORT

Use standard functionality in IFS Cloud to print the preliminary tax report.

### 5.6.1 ENTER HEADER INFORMATION

A country-specific dialog is displayed when you print the preliminary tax report. Enter the information or use the list of values, when applicable, to add the requested information.



The screenshot shows a 'Print to File' dialog box with a progress indicator at the top showing 'Header Information' as the active step. The form is divided into several sections:

- General Group:**
  - Regional Tax Office ID: CZ TAX OFFICE
  - Land Registration Number: 33321
  - Main Economic Activity Number: 4578
- Tax Consultant:**
  - Tax Consultant Type: Legal Person
  - Tax Consultant Code: 97
  - Legal Name: Achintha Jayaratne
  - Person ID: ACJALK - Achintha Achintha Jayaratne
  - Date of Birth: 12/8/1993
  - Tax Consultant ID: 4759
  - Association No: 21455
- Authorized Person:**
  - Person ID: ACJALK - Achintha Achintha jayaratne
  - Relationship: Consultant
- Issued Person:**
  - Person ID: ACJALK - Achintha Achintha jayaratne
  - Phone: +46549632

At the bottom, there are navigation buttons: Previous, Next, Finish (highlighted), and Cancel.

### 5.6.2 HEADER INFORMATION

Some of the company-related information for the header section of the VAT control statement is taken from the information fields that have been added to the tax template.

**Company Detailed Name** - The extended company name defined field in the **Application Base Setup/Enterprise/Company/Company** page **Address/Distribution** tab is used.

**Phone/E-mail** of reporting company – The default phone no./E-mail connected to the default document address of the company is used. The value with default per method and address is selected.

**House no, Street, Zip code, City, and State** – All these address-related details are fetched from the default document address of the company.

Note that any of this information can still be modified after creating the tax proposal but before printing the tax report. Use IFS standard functionality to view and modify the information fields connected to a tax proposal through the **Show Information Fields** command on the **Automatic Tax Proposal** page.

### Automatic Tax Proposal

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(1) ✓	:	Proposal ID	Description
<input type="checkbox"/>	:	5	VAT CONTROL STATEMENT
<input type="checkbox"/>	:	6	VAT RETURN REPORT
<input checked="" type="checkbox"/>	:	7	VAT SUMMARY REPORT

<input type="checkbox"/>	Details	Report
<input type="checkbox"/>	Delete	Tax Report

- [Add to Favorites](#)
- [Acknowledge](#)
- [View Tax Amounts](#)
- [View Connected Proposals](#)
- [Print Preliminary Report](#)
- [Print Proposal - Voucher Info](#)
- [Print Proposal - Invoice Info](#)
- [Template Field Presentation](#)
- [Show Information Fields](#)

Information Fields				
Template Field	Data Type	String Value	Information Source	
INFH1 - Company Detailed Name	STRING	ACJALK CZ COMPANY	TAX_PROPOSAL#COMPANY_DETAILED_NAME - Tax Proposal : Cor	
INFH2 - Phone No of Company	STRING	+564964	TAX_PROPOSAL#COMPANY_TAX_PHONE - Tax Proposal : Compar	
INFH3 - Email of Company	STRING	Achintha.jayaratne@ifs.com	TAX_PROPOSAL#COMPANY_TAX_EMAIL - Tax Proposal : Company	
INFH4 - House No of Reporting Company	STRING	41,	COMPANY_ADDRESS#HOUSE_NO - Company Address : House No	
INFH5 - Street of Reporting Company	STRING	160,	COMPANY_ADDRESS#STREET - Company Address : Street	
INFH6 - Zip Code of Reporting Company	STRING	16041	COMPANY_ADDRESS#ZIP_CODE - Company Address : Zip Code	
INFH7 - City of Reporting Company	STRING	Prague	COMPANY_ADDRESS#CITY - Company Address : City	
INFH8 - State of reporting company	STRING			
INFH9 - Authorized Person ID	STRING	ACJALK		
INFH10 - Authorized Person Relationship	STRING	Consultant		
INFH11 - Tax Consultant Person ID	STRING	ACJALK		
INFH12 - Tax Consultant Type	STRING	LEGAL_PERSON		
INFH13 - Tax Consultant Code	STRING	97		
INFH14 - Tax Consultant Legal Name	STRING	Achintha Jayaratne		
INFH15 - Tax Consultant Date Of Birth	DATE			
INFH16 - Tax Consultant ID	STRING	4759		
INFH17 - Tax Consultant Association No	STRING	21455		
INFH18 - Issued Person ID	STRING	ACJALK		
INFH19 - Issued Person Phone	STRING	+46549632		
INFH20 - Regional Tax Office ID	STRING	CZ TAX OFFICE		
INFH21 - Land Registration Number	NUMBER			
INFH22 - Main Economic Activity Number	NUMBER			

## 5.7 ACKNOWLEDGE TAX PROPOSAL

Use standard functionality in IFS Cloud to acknowledge the tax proposal.

## 5.8 PRINT DEFINITIVE TAX REPORT

Use standard functionality in IFS Cloud to print the definitive tax report by using the **Print Definitive Report** command. The dialog for header information is displayed and you have the possibility to update any company information before the definitive report is printed. An XML file is created which can be submitted to tax authorities.

## 5.9 SUPPLEMENTARY REPORT AND CORRECTION REPORT

Use standard functionality in IFS Cloud to create a supplementary report.

## 5.10 DELIMITATION

Not defined.

## 6 Payment Formats

### 6.1 Overview Business Requirement

There are two different payment order files used in Czech, one for domestic payments and one for foreign payments. The format is called Multicash and contains general information and bank details for the payer and receiver.

### 6.2 Solution

To meet the requirement for payment order files, two new payment formats have been added.

- CZMCDOM – Used for domestic payments.
- CZMCFOR – Used for foreign payments.

We have also introduced the possibility to group foreign payments per supplier when payment format and payment address is the same.

#### 6.2.1 PROCESS OVERVIEW



#### 6.2.2 ASSUMPTION

It's an assumption that the user is familiar with the IFS Cloud standard process of creating payment proposal and payment orders.

### 6.3 Prerequisite

- The company must be set up to use Czech Republic localization, see the Company Setup chapter, and the **Czech Republic and Slovakia Payment Formats** parameter must be enabled.
- All payments are connected to a payment format and a payment address (valid for foreign payments with grouping functionality).

### 6.4 Domestic Payments

#### 6.4.1 DEFINE BASIC DATA

Setup of basic data is needed both to enable the payment format but also to enter the required information in the payment order file.

##### 6.4.1.1 Create Payment Methods and Payment Institute

Enable the **CZMCDOM** payment format in *Financials/Payment Basic Data/Cash Book/Payment Formats per Company* page.

Financials > Payment Basic Data > Cash Book > Payment Formats per Company

Search *Advanced*

Payment Format ID: CZMCDOM Format Description Used in Company More Favorites Clear Q Settings

### Payment Formats per Company

Payment Format ID	Format Description	Used in Company	Allowed Currencies	Payment Party Type	Input/Output Type	Repeatable Output	Format Instruction	Incoming File Template	Outgoing File Template	Payment Advice as a Single Print Job	Generate Payment Advice	Allow Negative Amount	Allow Zero Amount	Use as Customer Repayment
CZMCDOM	MultiCash Domestic Payments, Czech Republic	Yes		Supplier	FILE	Yes	On Plan or Spec Date		MC_DOM_CZ	No	No	No	No	No

Create a payment method for Multicash in **Financials/Payment Basic Data/Cash Book/Payment Methods** page.

Financials > Payment Basic Data > Cash Book > Payment Methods

### Payment Methods

Payment Method: CZMCDOM Description Format ID More Favorites Clear Q Settings

Payment Method	Description	Format ID	Generate Trace Information	Cash Account In Any Currency
CZMCDOM	MultiCash Domestic Payments, Czech Republic	CZMCDOM - MultiCash Domestic Payments, Czech Republic	Yes	No

Create a payment institute for which the company is doing business within **Financials/Payment Basic Data/Cash Book/Payment Institute** page.

Financials > Payment Basic Data > Cash Book > Payment Institutes

### Payment Institutes

Payment Methods per Institute Payment Type Groupings per Institute Payment Date Administration Value Date Calculation Translation

Payment Institute	Our Identity	Description	Use Value Date For Matching	Cash Box
BANK		Bank	Yes	No
BG		Bankgiro	Yes	No
CASH		Company cash box	Yes	No
CASHBOX		Cash Box	Yes	Yes
PG		Postgiro	Yes	No

Use the command **Payment Methods per Institute** to define which payment methods should be used for each payment institute.

Financials > Payment Basic Data > Cash Book > Payment Institutes > Payment Methods per Institute

### Payment Methods per Institute

BANK - Bank 1 of 1

Payment Method : CZMCDOM Bank Transaction Code Output File Name More Favorites Clear Search Settings

Payment Method	Bank Transaction Code	Output File Name
CZMCDOM - MultiCash Domestic Payments, Czech Republic	* - IFS Bank Transaction Code	CZMCDOM.DAT

#### 6.4.1.2 Electronic Payment Addresses

Go to **Application Base Setup/Enterprise/Supplier** page **Payment Methods** tab in the Payment sub menu, and click on the command **Electronic Payment Addresses** to enter the external supplier bank address details used for the payment.

**PAYMENT METHODS**

Rule ID Check Recipient Use Default Payment Method for Insta...

Payee

Payment Method

Electronic Payment Addresses

Payment Method	Default
CZMCDOM - MultiCash Domestic Payments, Czech Republic	Yes

Enter the supplier bank details for the CZMCDOM payment method.

- **Account Validation:** This field is used to enable which fields related to the Supplier bank account are required. Options are **BBAN** and **IBAN**.

If the **Account Validation** field is **BBAN**- It means that supplier bank address information is domestic, and then the system will allow the user to enter non-IBAN information in the field Account Number; In this case is mandatory to fill in the field **Institute Code** OR to fill the field **BIC/Swift Code**.

If the **Account Validation** field is **IBAN**- It means that supplier bank address information is not domestic, and the system will keep validation that exists today for IBAN number. In this case, the field **BIC/Swift Code** is mandatory.

- **Account Number (UK):** Enter the International Bank Account Number (IBAN)
- **Specific code (AK):** Enter the specific code for the payment in the specific symbol field.

Application Base Setup > Enterprise > Supplier > Supplier > Payment > CZMCDOM Payment Addresses - ML-CZ-S2

### CZMCDOM Payment Addresses - ML-CZ-S2

Payment Method	Address ID	Description	Account	Default	Blocked for Use	Bank Name	Street	City	Zip Code	Specific Symbol	Bank's Country Code	Institute Code	Account Validation	Grouping Allowed	BIC/Swift Code
CZMCDOM	1		6508000000192000150900	Yes	No	CZ Bank	Spojovaci	Jemnice	675 31	21803912739			BBAN	No	CEKOCZPP

### 6.4.1.3 Company Cash Account

Go to the **Financials/Payment Basic Data/Cash Book/Cash Account** to enter the company cash account number for the payment institute.

- Cash account (UD): Enter the company cash account number.

Financials > Payment Basic Data > Cash Book > Cash Accounts

### Cash Accounts

Short Name	Description	Payment Institute	Currency	Account Number	Account Reference	BIC/Swift Code	Default Flag	Internatio... Cash Account	Statement No. Not Editable	Associated Cash Account	Balance Method	Cash Transfer Method
BANK	Bank	BANK	PLN	23892010123423		CEKOCZPP	Yes	No	No		Detailed	Interim Posting

### 6.4.2 CREATE PAYMENT PROPOSAL

Use standard functionality in IFS Cloud to create a payment proposal via the command option.

Note: If a manual supplier invoice is being created, the **Payment Reference** field needs to be manually entered with numeric characters and fetched into the **ZK** field in the payment order file.

### 6.4.3 ACKNOWLEDGE PAYMENT PROPOSAL

Use standard functionality in IFS Cloud to acknowledge the payment proposal via the command option.

### 6.4.4 CREATE PAYMENT ORDER

Use standard functionality in IFS Cloud to create the payment order via the command option.

### 6.4.5 PRINT PAYMENT ORDER

Use standard functionality in IFS Cloud to print the payment order via the command option.

## 6.5 Foreign Payments

### 6.5.1 DEFINE BASIC DATA

Set up of basic data is needed both to enable the payment format but also to enter the required information in the payment order file.

#### 6.5.1.1 Create Payment Methods and Payment Institute

Enable the **CZMCFOR** payment format in **Financials/Payment Basic Data/Cash Book/Payment Formats per Company** page.



Financials > Payment Basic Data > Cash Book > Payment Formats per Company

Search: Advanced

Payment Format ID: CZMCFOR | Format Description | Used in Company | More | Favorites | Clear | Q | Settings

### Payment Formats per Company

Payment Format ID	Format Description	Used in Company	Allowed Currencies	Payment Party Type	Input/Output Type	Repeatable Output	Format Instruction	Incoming File Template	Outgoing File Template	Payment Advice as a Single Print Job	Generate Payment Advice	Allow Negative Amount	Allow Zero Amount	Use as Customer Repayment
CZMCFOR	Multicash Foreign Payments, Czech Republic	Yes	%	Supplier	FILE	Yes	On Plan or Spec Date		MC_FOR_CZ	No	No	No	No	No

Create a payment method for Multicash in the **Financials/Payment Basic Data/Cash Book/Payment Methods** page.

Financials > Payment Basic Data > Cash Book > Payment Methods

### Payment Methods

Payment Method: CZMCFOR | Description | Format ID | More | Favorites | Clear | Q | Settings

Payment Method	Description	Format ID	Generate Trace Information	Cash Account In Any Currency
CZMCFOR	Multicash Foreign Payments, Czech Republic	CZMCFOR - Multicash Foreign Payments, Czech Republic	Yes	No

Create a payment institute for which the company is doing business on the **Financials/Payment Basic Data/Cash Book/Payment Institute** page.

Financials > Payment Basic Data > Cash Book > Payment Institutes

### Payment Institutes

Payment Institute: BANK | Our Identity | Description | More | Favorites | Clear | Q | Settings

**Payment Methods per Institute** | Payment Type Groupings per Institute | Payment Date Administration | Value Date Calculation | Translation

Payment Institute	Our Identity	Description	Use Value Date For Matching	Cash Box
BANK		Bank	Yes	No

Use the command **Payment Methods per Institute** to define which payment methods should be used for each payment institute.

**Payment Methods per Institute** BANK - Bank 1 of 1

Payment Method : CZMCFOR Bank Transaction Code Output File Name More Favorites Clear Q Settings

✓	:	Payment Method	Bank Transaction Code	Output File Name
<input type="checkbox"/>	:	CZMCFOR - MultiCash Foreign Payments, Czech Republic	* - IFS Bank Transaction Code	CZMCFOR.DAT

Use the command option **Format Specific Info per Institute** to define the required information.

Format Specific Information per Institute - BANK - CZMCFOR

Format ID	Cash Account	Post Expense	Charge Account	Charge Currency
CZMCFOR	BANK	00	622222222	PLN
IBIS Account	IBIS Charge Account	Remittance 1	Remittance 2	Remittance 3
0000192394455568	2345678			
Remittance 4	Current No			

Note: Columns are based on the mapping done in **Application Base Setup/Enterprise/Company /System Manager Functions/Client Mapping**.

### 6.5.1.2 Electronic Payment Addresses

**PAYMENT METHODS**

Rule ID: CZMCFOR Check Recipient: Payee Use Default Payment Method for Insta...:

Payment Method

Electronic Payment Addresses

Payment Method	Default
CZMCFOR - MultiCash Foreign Payments, Czech Republic	Yes

Go to the **Application Base Setup/Enterprise/Supplier** page **Payment Methods** tab in the **Payment** sub menu, command option **Electronic Payment Addresses** to enter the external supplier bank address details used for the payment.

Enter the supplier bank details for the CZMCFOR payment method.

- **Swift code (57A):** Enter supplier Swift code.

- **Supplier bank details (57D):** Enter the name and address for the supplier bank.
- **Account Number (59):** Enter the bank account number for the supplier. Any bank account number format can be entered.

**CZMCFOR Payment Addresses - ML-CZ-S1**

✓	⋮	Payment Method	Address ID	Description	Account	Default	Blocked for Use	Bank Name	Street	City	Zip Code	Specific Symbol	Banks Country Code	Institute Code	Account Validation	Grouping Allowed	BIC/Swift Code
<input type="checkbox"/>	⋮	CZMCFOR	1		246839243982	Yes	No	Deutsche Bank	XX Street	Berlin	12345		GE			Yes	DEUTDE8760
<input type="checkbox"/>	⋮	CZMCFOR	2		256839243983	No	No	VENETO BANCA S.C.P.A.	YY Street	Padova	34562		IT	BBAN	Yes	AMBPI2M	

### 6.5.1.3 Company Cash Account

Go to **Financials/Payment Basic Data/Cash Book/Cash Account** to enter the company cash account number for the payment institute.

- **Cash account (52D):** Enter company cash account number.
- **Swift Code (04):** Enter company Swift code.

**Cash Accounts**

✓	⋮	Short Name	Description	Payment Institute	Currency	Account Number	Account Reference	BIC/Swift Code	Default Flag	Intermittent Cash Account	Statement No. Not Entered	Associated Cash Account	Balance Method	Cash Transfer Method
<input type="checkbox"/>	⋮	BANK	Bank	BANK	PLN	23992010123423		CEKOZCPP	Yes	No	No		Detailed	Interim Posting

Note: If a manual supplier invoice is being created, the **Payment Reference** field needs to be manually entered with numeric characters and fetch in to **70** field in the payment order file.

### 6.5.1.4 Grouping of Payments

Foreign payments can be grouped into one transaction in the order file if the single payments have the same payment format and payment address.

Enable the functionality in the **Application Base Setup/Enterprise/Supplier** page **Payment Methods** tab, command option **Electronic Payment Addresses**.

**CZMCFOR Payment Addresses - ML-CZ-S1**

✓	⋮	Payment Method	Address ID	Description	Account	Default	Blocked for Use	Bank Name	Street	City	Zip Code	Specific Symbol	Banks Country Code	Institute Code	Account Validation	Grouping Allowed	BIC/Swift Code
<input type="checkbox"/>	⋮	CZMCFOR	1		246839243982	Yes	No	Deutsche Bank	XX Street	Berlin	12345		GE			Yes	DEUTDE8760
<input type="checkbox"/>	⋮	CZMCFOR	2		256839243983	No	No	VENETO BANCA S.C.P.A.	YY Street	Padova	34562		IT	BBAN	Yes	AMBPI2M	

## 6.5.2 CREATE PAYMENT PROPOSAL

Use standard functionality in IFS Cloud to create the payment proposal via the command option.

### 6.5.3 ACKNOWLEDGE PAYMENT PROPOSAL

Use standard functionality in IFS Cloud to acknowledge the payment proposal via the command option.

### 6.5.4 CREATE PAYMENT ORDER

Use standard functionality in IFS Cloud to create the payment order via the command option.

### 6.5.5 PRINT PAYMENT ORDER

Use standard functionality in IFS Cloud to print the payment order via the command option.

## 6.6 Delimitation

Not defined.

## 7 Non-Supplier Payment

### 7.1 Overview Business Requirement

It is a common business practice in Czech Republic to create payments to non-suppliers e.g. employees. The payment order file for non-suppliers must contain the same information about payer and receiver as a regular supplier payment.

### 7.2 Solution

To meet this business requirement the payment formats **CZMCDOM** and **CZMCFOR** for MultiCash have been enabled for the IFS Cloud standard **Non-Supplier Payments** functionality.

#### 7.2.1 PROCESS OVERVIEW



#### 7.2.2 ASSUMPTION

It's an assumption that the user is familiar with the IFS Cloud standard process of creating payment proposals and payment orders for non-suppliers.

### 7.3 Prerequisite

The company must be set up to use Czech Republic localization, see the chapter, and the Company Setup **Czech Republic and Slovakia Payment Formats** parameter must be enabled.

### 7.4 Define Basic Data

Set up of basic data is needed both to enable the payment format but also to enter the required information in the payment order file.

#### 7.4.1 ENTER EXTERNAL PAYMENT RECIPIENT

Using standard functionality enter new recipient on the **Financials/Payment Basic Data/Cash Book/External Payment Recipients** page.

External Payment Recipients									
✓	Recipient Type	Recipient ID	Recipient Description	Address1	Address2	Address3	Address4	Address5	Address6
<input type="checkbox"/>	6 - NONSUPP	RECIPIENT-CZ	Recipient to be used in Czech Company						

#### 7.4.2 ENTER PAYMENT METHODS PER RECIPIENT

Using standard functionality, select the **Payment Methods per Recipient** command option on the **Financials/Payment Basic Data/Cash Book/External Payment Recipients** page.

Using standard functionality enhanced to handle **CZMCDOM** and **CZMCFOR** formats, connect recipient to company and payment methods in the **Payment Methods per Recipient** page.

Payment Methods per Recipient		RECIPIENT-CZ - Recipient to be used in Czech Company		1 of 1
<input checked="" type="checkbox"/>	Company	Payment Method		
<input type="checkbox"/>	MABE-CZECHIA	ORDER_DOMESTIC		
<input type="checkbox"/>	MABE-CZECHIA	ORDER_FOREIGN		

### 7.4.3 ENTER NON-SUPPLIER PAYMENT ADDRESS

Using standard functionality, select the **Electronic Payment Address** command option on the **Financials/Payment Basic Data/Cash Book/External Payment Recipients/Payment Methods per Recipient** page.

Using standard functionality enhanced to handle **CZMCDOM** and **CZMCFOR** formats, enter the bank details for the recipient and payment method, in a similar way as for the supplier.

ORDER_DOMESTIC Payment Addresses - RECIPIENT-CZ									
<input checked="" type="checkbox"/>	Payment Method	Address ID	Description	Account Validation	Account	Institute Code	Specific Symbol	Default	Blocked for Use
<input type="checkbox"/>	ORDER_DOMESTIC	6	Domestic address with BBAN and Institute Code	BBAN	0000192000145399	0800	44445555	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ORDER_FOREIGN Payment Addresses - RECIPIENT-CZ										
<input checked="" type="checkbox"/>	Payment Method	Address ID	Description	Account Validation	Account	BIC/Swift Code	Bank Name	City	Street	Zip Code
<input type="checkbox"/>	ORDER_FOREIGN	6	Foreign address with IBAN and Swift Code	IBAN	PL61109010140000071219812874	BPKOPLPW	PKO BANK POLSKI S.A	Warszawa	Puławska 15	02-515

## 7.5 Create and Authorize Payment

Use standard functionality in IFS Cloud to create a non-supplier payment. Enter the **Payment Reference** manually and authorize the payment.

## 7.6 Create Payment Proposal

Use standard functionality in IFS Cloud to create the payment proposal via the command option.

## 7.7 Acknowledge Payment Proposal

Use standard functionality in IFS Cloud to acknowledge the payment proposal via the command option.

## 7.8 Create Payment Order

Use standard functionality in IFS Cloud to create the payment order via the command option.

## 7.9 Print Payment Order

Use standard functionality in IFS Cloud to print the payment order via the command option.

## 7.10 Delimitation

Not defined.

## 8 Access Control Inventory Transactions and Reservations

### 8.1 Overview Legal Requirements

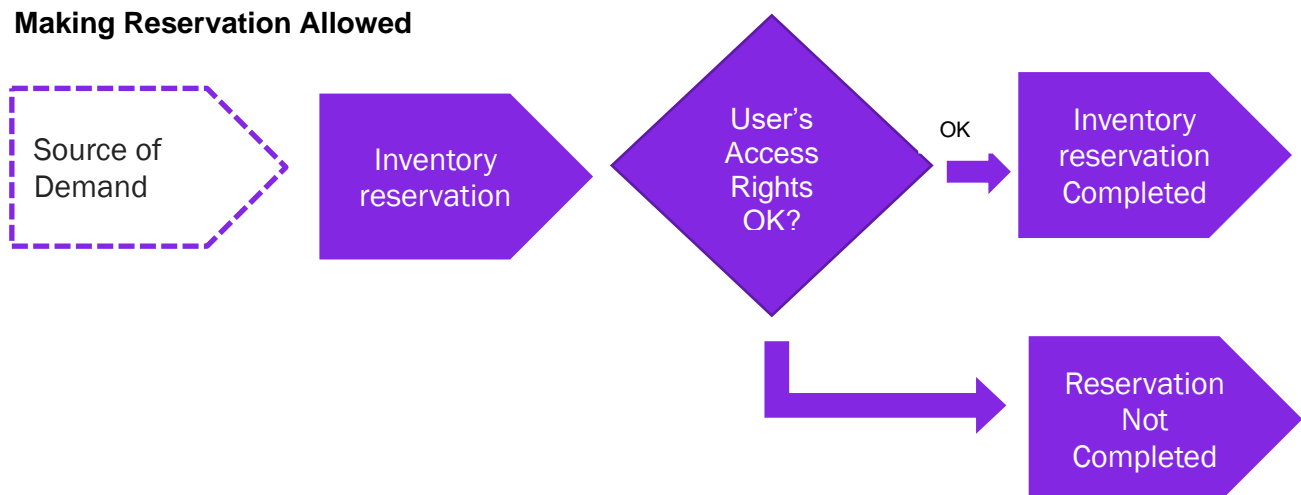
In Czech, warehouse managers or other personnel must be appointed by management as acting authority for material located in warehouses. This is a legal requirement. Due to this requirement only, authorized personnel may change quantity and/or value of material in warehouses. Warehouse access authorization is required to prevent any inventory transactions or reservations to be executed by unauthorized personnel.

### 8.2 Solution

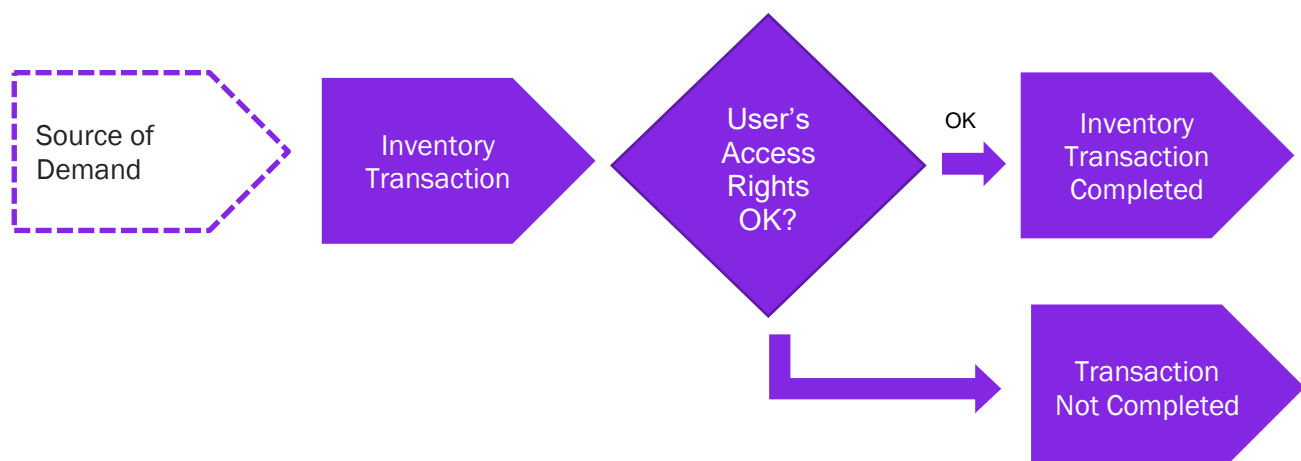
In IFS Cloud standard version IFS Cloud users are connected to sites and this connection determines the possibility to reserve inventory parts or conduct operations resulting in inventory transactions.

For IFS Czech Localization an additional level of authority is added where IFS Cloud users are connected to warehouses and given the authority to perform inventory transactions and make reservations.

#### Making Reservation Allowed



#### Perform Transaction Allowed





**Basic Data:** A basic data page is added where the authority is set up per user over warehouses in a site. This page is Warehouse Access.

**Inventory transactions:** Controls are added when a user is saving inventory operations (e.g., receipt, scrap, pick, move, transfer between warehouses, revaluation, etc.):

- If access has been granted the user can register the operation.
- If access has not been defined or not granted an error message is displayed and the user cannot proceed.

**Reservations:** Controls are added when a user is reserving inventory parts (e.g., customer order, work order, shop order, material requisition):

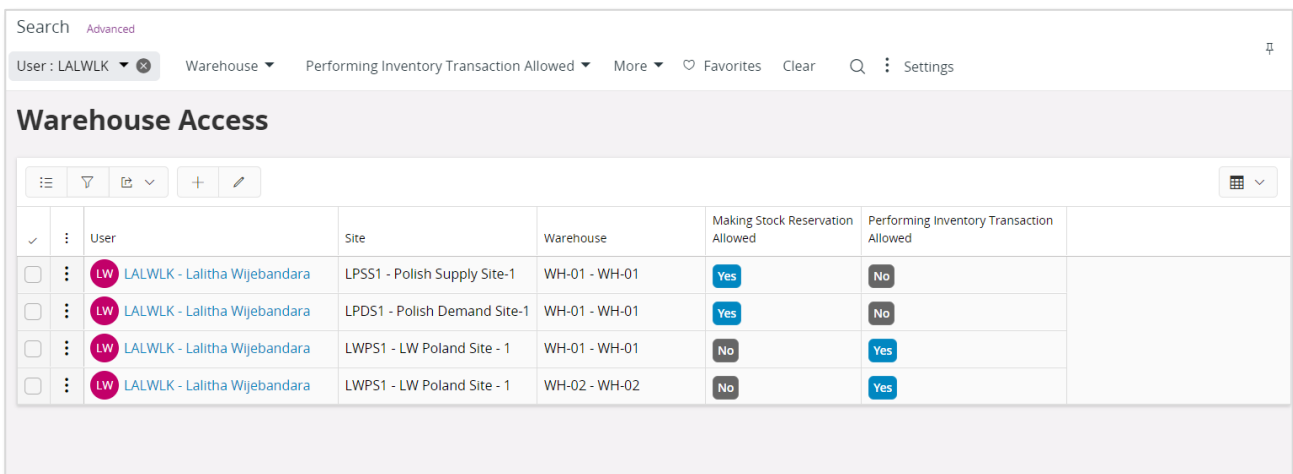
- If access has been granted the user can reserve the quantity.
- If access has not been defined or not granted an error message is displayed and the user cannot proceed.

### 8.3 Prerequisites

The company must be set up to use Czech localization.

#### Warehouse Access

Use the **Warehouse Access** page to give users access to make reservations and/or transactions. Users can be added to this page and the access can be controlled over inventory reservation and transaction as required. To control an inventory transaction, enable/disable the option in the column **Making Stock Reservation Allowed**. To control an inventory reservation, enable/disable the option in the column, **Making Stock Reservation Allowed**.



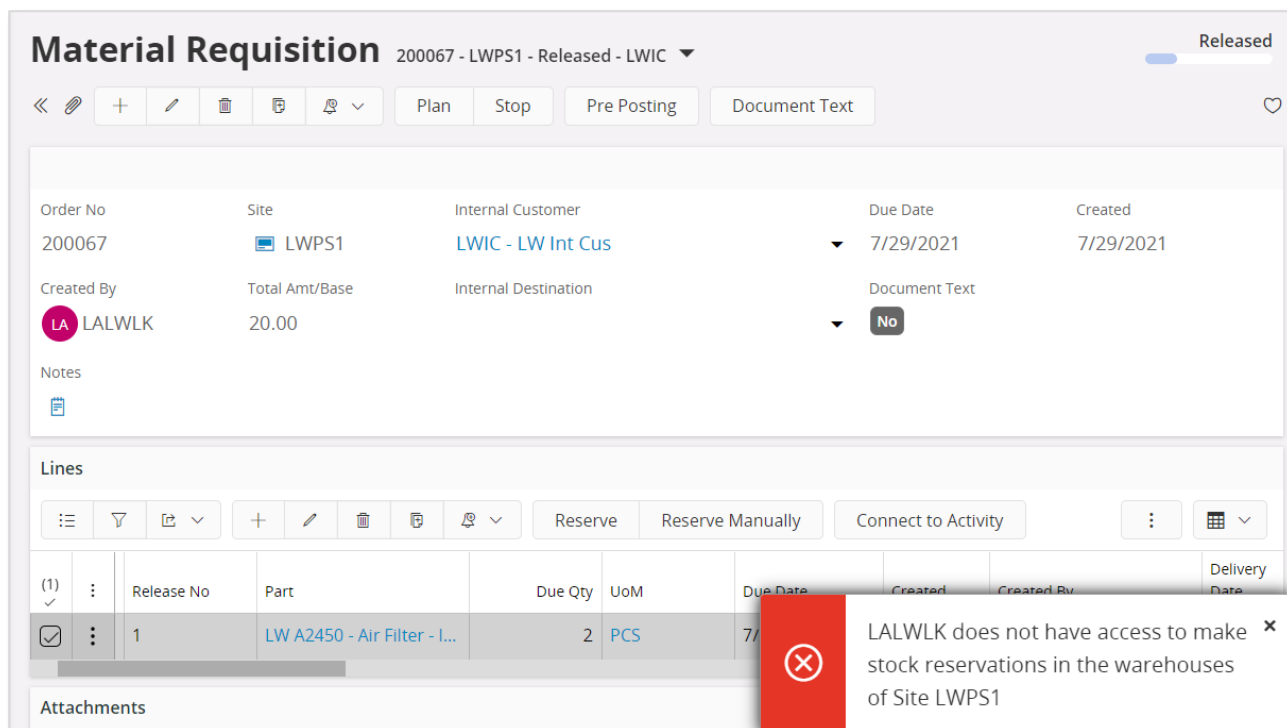
✓	:	User	Site	Warehouse	Making Stock Reservation Allowed	Performing Inventory Transaction Allowed
<input type="checkbox"/>	:	LW LALWLK - Lalitha Wijebandara	LPSS1 - Polish Supply Site-1	WH-01 - WH-01	Yes	No
<input type="checkbox"/>	:	LW LALWLK - Lalitha Wijebandara	LPDS1 - Polish Demand Site-1	WH-01 - WH-01	Yes	No
<input type="checkbox"/>	:	LW LALWLK - Lalitha Wijebandara	LWPS1 - LW Poland Site - 1	WH-01 - WH-01	No	Yes
<input type="checkbox"/>	:	LW LALWLK - Lalitha Wijebandara	LWPS1 - LW Poland Site - 1	WH-02 - WH-02	No	Yes

To save a record in the **Warehouse Access** page a user must have at least one option enabled out of the 2 controls, reservation, and transaction. A record with a user whose both **Making Stock Reservations Allowed** and **Performing Inventory Transactions Allowed** are disabled, is considered an invalid record that cannot be saved.

### 8.3.1 INVENTORY RESERVATION CONTROL

Controls are added when a user is reserving inventory parts (e.g., Customer Order, Work Order, Shop Order, Material Requisition, Pick by Choice):

- If access has been granted the user can reserve the quantity
- If access has not been defined or not granted an error message is displayed and the user cannot proceed.



The screenshot shows the 'Material Requisition' interface for requisition 200067. The interface includes a header with the requisition details and a 'Released' toggle. Below the header is a table of requisition details:

Order No	Site	Internal Customer	Due Date	Created
200067	LWPS1	LWIC - LW Int Cus	7/29/2021	7/29/2021
Created By	Total Amt/Base	Internal Destination	Document Text	
LALWLK	20.00		No	

Below the details is a 'Lines' section with a table of reservation lines:

(1)	Release No	Part	Due Qty	UoM	Due Date	Created	Created By	Delivery Date
✓	1	LW A2450 - Air Filter - I...	2	PCS	7/29/2021			

An error message is displayed over the table, stating: 'LALWLK does not have access to make stock reservations in the warehouses of Site LWPS1'.


### 8.3.2 INVENTORY TRANSACTION CONTROL

Controls are added when a user is saving inventory operations (e.g., Receipt, Scrap, Pick, Move, Move Reserved Materials, Transfer between Warehouses, Revaluation, Attach to Handling Unit, Unattached from Handling Units, Pack According to Pack Instructions, Pack According to Handling Unit Capacity, etc...):

- If access has been granted the user can register the operation
- If access has not been defined or not granted an error message is displayed and the user cannot proceed.

**Receive Inventory Part** LW A2450 - Air Filter - Internal - LWPS1 - \* 1 of 3


Part: LW A2450 - Air Filter - Internal | Site: LWPS1 | Configuration Id: \* | UoM: PCS | Catch UoM: PCS

Unit Cost: 10.00 | Print Barcode:  | Note: 

Print Barcode Labels | Print Serviceability Tag

	Quantity Received	On Hand Qty	Catch Quantity Received	On Hand Catch Qty	Expiration date	Location No	Handling Unit ID	Handling
	10	158				202376	0	
		113						

Attachments


 LALWLK does not have access to perform inventory transactions in Warehouse WH-01 of Site LWPS1

When moving parts directly into the new inventory, you should have access to both warehouses, on each site. If access is not authorized, you will receive an error message.

When moving into transit at first (i.e., the goods are under transportation) you can put the material into transit, but you can move them from transit into the target location only if you have access to that target warehouse. If access is not authorized, you will receive an error message.

Note:

- You may grant a user access to a warehouse but not connect him to the site. In this case, the user cannot perform any transactions and/or reservations.
- If the user does not have warehouse access defined or the access is set to **No**, the user cannot perform Inventory transactions and/or reservations.
- If the company's parameter is not enabled, the effect is that no access control will occur.

## 8.4 Automatic Reservation

With the automatic reservation, the system decides under IFS Cloud standard logic from which locations and in what order inventory parts are reserved. During automatic reservation, the Cloud will only reserve material from locations from/to which the user has access according to the Access Rights enabled in the **Warehouse Access** Page.

## 8.5 Exceptions in Access Rights

For changing inventory part locations between two sites, the user must be authorized to perform transactions in the warehouses of both sites. During the transportation of Parts to another site, two transactions are generated: **INVM-OUT** (direction -) and **INVM-TRIN** (direction 0). The second transaction, **INVM-TRIN**, refers to a target location. But, if the user is not granted access to the

Warehouse in destination Site the Part cannot be moved to a destination location, so that transactions cannot be completed.

## 8.6 Delimitations

None.

## 9 Detailed Cash Receipt Printout for Cash Box

### 9.1 Overview Legal Requirement

It is a legal requirement in Czech Republic to provide a printed receipt for all cash transactions. The content of such receipt is defined by accounting law.

The reference to the legal provisions can be found in the below link.

<https://www.zakonyprolidi.cz/cs/2004-235>

*ACT 235/2004 VALUE ADDED TAX ACT*

#### § 30 Simplified tax document

(1) The tax document may be issued as a simplified tax document if the total amount for fulfillment on the tax document is not higher than CZK 10000.

#### § 29 The tax document must contain the following data following with § 30a:

(1) The tax document shall contain the following information:

- a) the designation of the person performing the services,
- b) the tax identification number of the person performing the transaction,
- c) the name of the person to whom the performance is affected,
- d) the tax identification number of the person for whom the transaction is carried out
- e) the registration number of the tax document,
- f) scope and subject matter of performance,
- g) the date of issue of the tax document,
- h) the date of performance of the performance or the date of receipt of the payment if, prior to the performance of the transaction, a duty arises on the date of receipt of the consideration to grant the tax or to recognize the transaction if it differs from the date of issue of the tax document,
- i) the unit price, exclusive of tax and discount, if not included in the unit price,
- j) (j) the tax base,
- k) (k) the rate of tax,
- l) (l) the amount of the tax; this tax is given in the Czech currency.

### 9.2 Solution

IFS Cloud standard report **Cash Receipt** is extended to handle the following additional information, and these are added to the Report Definition Format (RDF).

- Tax identity number and association number for company
- Full address and Tax identity number of the customer or supplier
- Tax summary for “Direct Cash Payments”
- Posting information

### 9.3 Pre-Requisite

- The company must be set up to use Czech localization, see the Company Setup chapter, and the **Detailed Cash Receipt Printout for Cash Box** parameter must be enabled.
- Tax ID Number in Cash Box - To support this functionality, two new columns are supported in cash box for **Tax ID Number** and **Tax ID Number Validated Date**. Further, the command, **Tax ID Number Validation** is added to validate the tax ID number entered.

Note: When Tax ID number and Tax ID Number Validated Date is present in a direct cash transaction it will be fetched to tax ledger when **Fetch Tax Ledger Information** is executed after updating relevant voucher to general ledger.

### 9.4 Printing Receipt for Direct cash transactions

As per the IFS Cloud standard process, enter a “Direct Cash Payment” in *Financials/Cash Book/Cash Box*, including the manual postings, and print the cash receipt.

To generate the XML output, navigate to the **Print Manager** page in IFS Cloud after printing the cash receipt.

#### 9.4.1 COMPANY INFORMATION

The tax identity number and association number of the company are added to the report. The **Tax ID Number** relevant to the country of the company is fetched from the **Application Base Setup/Enterprise/Company** page **Tax Control/ Invoice** tab Tax Liability Countries.

Company			
NIL CZECH - NIL CZECH 1 of 2			
<span>Update Company</span> <span>Update Company Translation</span> <span>New Company</span>			
Company	Name	Association No	Created By
NIL CZECH	NIL CZECH	CZ987654	NIARLK

Tax Liability Countries								
<span>Validate Tax ID Number</span> <span>Translation</span>								
(1) ✓	Country	Tax ID Type	Tax ID Number	Tax ID Validated Date	Tax Registration Text	Branch	Valid From	Valid Until
✓	CZECHIA	CZ	CZ784512				1/6/2022	12/31/2049

```

- <RECEIPT>
  <COMPANY_ADDRESS_1>COM1</COMPANY_ADDRESS_1>
  <COMPANY_ADDRESS_2>-</COMPANY_ADDRESS_2>
  <COMPANY_ADDRESS_3>CZ - CZECHIA</COMPANY_ADDRESS_3>
  <COMPANY_ADDRESS_4 xsi:nil="1"/>
  <COMPANY_ADDRESS_5 xsi:nil="1"/>
  <COMPANY_ADDRESS_6 xsi:nil="1"/>
  <COMPANY_ADDRESS_7 xsi:nil="1"/>
  <COMPANY_ADDRESS_8 xsi:nil="1"/>
  <COMPANY_ADDRESS_9 xsi:nil="1"/>
  <COMPANY_ADDRESS_10 xsi:nil="1"/>
  <CASH_RECEIPT_DATE>2021-12-17T00:00:00</CASH_RECEIPT_DATE>
  <CASH_RECEIPT_NO>CASHPAID 3</CASH_RECEIPT_NO>
  <CASH_RECEIPT_PAYEE_PAYER>Payer1</CASH_RECEIPT_PAYEE_PAYER>
  <CURRENCY>CZK</CURRENCY>
  <LUMP_SUM_TRANS_NO>1</LUMP_SUM_TRANS_NO>
  <TEXT xsi:nil="1"/>
  <TOTAL_IN_ACC_CURRENCY>100</TOTAL_IN_ACC_CURRENCY>
  <TOTAL_IN_CURRENCY>100</TOTAL_IN_CURRENCY>
  <DOCUMENT_TYPE>-1</DOCUMENT_TYPE>
  <HIDE_DETAILS>1</HIDE_DETAILS>
  <PRINT_DETAILS>FALSE</PRINT_DETAILS>
  <ROW_NO>1</ROW_NO>
  <TRANSACTION_TYPE>DIRECTCASHPAYMENT</TRANSACTION_TYPE>
  <VERBAL_AMOUNT>FALSE</VERBAL_AMOUNT>
  <COMPANY_ASSOCIATION_NO>CZ987654</COMPANY_ASSOCIATION_NO>
  <COMPANY_TAX_NO>CZ784512</COMPANY_TAX_NO>
  <PAYER_TAX_NO>CZ12344</PAYER_TAX_NO>
  
```

#### 9.4.2 PAYER/PAYEE TAX INFORMATION

For a direct cash transaction, the tax identity number is fetched from the **Tax ID Number** field in cash box lines.

**Cash Box** CASH - 2 - 12/17/2021 Approved

Print Cash Box Report    General Payment Analysis    Notes

GENERAL    **TRANSACTIONS**

Transaction Balances

Debit	Credit	Debit Amount in Acc Curr	Credit Amount in Acc Curr
		0.00	100.00

Transaction Number	Transaction Type	Cash Account User Group	Transaction Date	Amount	Currency Type	Currency Rate	Conv Factor	Tax ID Number	Tax ID Validated Date
1	Direct Cash Payment	*	12/17/2021	-100.00	1	1.00	1	CZ12344	

```

- <RECEIPT>
  <COMPANY_ADDRESS_1>COM1</COMPANY_ADDRESS_1>
  <COMPANY_ADDRESS_2>-</COMPANY_ADDRESS_2>
  <COMPANY_ADDRESS_3>CZ - CZECHIA</COMPANY_ADDRESS_3>
  <COMPANY_ADDRESS_4 xsi:nil="1"/>
  <COMPANY_ADDRESS_5 xsi:nil="1"/>
  <COMPANY_ADDRESS_6 xsi:nil="1"/>
  <COMPANY_ADDRESS_7 xsi:nil="1"/>
  <COMPANY_ADDRESS_8 xsi:nil="1"/>
  <COMPANY_ADDRESS_9 xsi:nil="1"/>
  <COMPANY_ADDRESS_10 xsi:nil="1"/>
  <CASH_RECEIPT_DATE>2021-12-17T00:00:00</CASH_RECEIPT_DATE>
  <CASH_RECEIPT_NO>CASHPAID 3</CASH_RECEIPT_NO>
  <CASH_RECEIPT_PAYEE_PAYER>Payer1</CASH_RECEIPT_PAYEE_PAYER>
  <CURRENCY>CZK</CURRENCY>
  <LUMP_SUM_TRANS_NO>1</LUMP_SUM_TRANS_NO>
  <TEXT xsi:nil="1"/>
  <TOTAL_IN_ACC_CURRENCY>100</TOTAL_IN_ACC_CURRENCY>
  <TOTAL_IN_CURRENCY>100</TOTAL_IN_CURRENCY>
  <DOCUMENT_TYPE>-1</DOCUMENT_TYPE>
  <HIDE_DETAILS>1</HIDE_DETAILS>
  <PRINT_DETAILS>FALSE</PRINT_DETAILS>
  <ROW_NO>1</ROW_NO>
  <TRANSACTION_TYPE>DIRECTCASHPAYMENT</TRANSACTION_TYPE>
  <VERBAL_AMOUNT>FALSE</VERBAL_AMOUNT>
  <COMPANY_ASSOCIATION_NO>CZ987654</COMPANY_ASSOCIATION_NO>
  <COMPANY_TAX_NO>CZ784512</COMPANY_TAX_NO>
  <PAYER_TAX_NO>CZ12344</PAYER_TAX_NO>

```

#### 9.4.3. TAX SUMMARY

A summary including net, tax, and gross amount per tax percentage is presented in the report based on the amounts entered in the manual postings.

```

- <SUMMARY_LINES>
  - <SUMMARY_LINE>
    <NET_CURR_AMOUNT>60</NET_CURR_AMOUNT>
    <TAX_CURR_AMOUNT>12</TAX_CURR_AMOUNT>
    <GROSS_AMOUNT>72</GROSS_AMOUNT>
    <TAX_PERCENTAGE>20</TAX_PERCENTAGE>
  </SUMMARY_LINE>
  - <SUMMARY_LINE>
    <NET_CURR_AMOUNT>60</NET_CURR_AMOUNT>
    <TAX_CURR_AMOUNT>6</TAX_CURR_AMOUNT>
    <GROSS_AMOUNT>66</GROSS_AMOUNT>
    <TAX_PERCENTAGE>10</TAX_PERCENTAGE>
  </SUMMARY_LINE>
</SUMMARY_LINES>

```

#### 9.4.4. POSTING INFORMATION

When the cash receipt is printed for the first time, if manual postings are available those postings will be printed. To get the tax postings relevant to manual postings the receipt should be printed again after approval of the cash box.

If it is required to print postings based on the **Print Details** check box available for **Cash Received Document** and **Cash Paid Document** in the **Financials/Payment Basic Data/Payment Documents** page, handle it in the report layout.



```

- <DETAIL>
  <TRANS_NO>1</TRANS_NO>
  <AMOUNT>100</AMOUNT>
  <AMOUNT_IN_ACC_CURRENCY>100</AMOUNT_IN_ACC_CURRENCY>
  <INVOICE_NO xsi:nil="1"/>
  <TEXT_ON_MATCHING xsi:nil="1"/>
  <ACCOUNT_NO>501114</ACCOUNT_NO>
  <CREDIT_AMOUNT>100</CREDIT_AMOUNT>
  <TAX_PERCENTAGE>10</TAX_PERCENTAGE>

```

Before Approving  
Cash Box

```

- <DETAIL>
  <TRANS_NO>1</TRANS_NO>
  <AMOUNT>100</AMOUNT>
  <AMOUNT_IN_ACC_CURRENCY>100</AMOUNT_IN_ACC_CURRENCY>
  <INVOICE_NO xsi:nil="1"/>
  <TEXT_ON_MATCHING xsi:nil="1"/>
  <ACCOUNT_NO>501114</ACCOUNT_NO>
  <CREDIT_AMOUNT>100</CREDIT_AMOUNT>
  <TAX_PERCENTAGE>10</TAX_PERCENTAGE>
</DETAIL>
- <DETAIL>
  <TRANS_NO>2</TRANS_NO>
  <AMOUNT>10</AMOUNT>
  <AMOUNT_IN_ACC_CURRENCY>10</AMOUNT_IN_ACC_CURRENCY>
  <INVOICE_NO xsi:nil="1"/>
  <TEXT_ON_MATCHING xsi:nil="1"/>
  <ACCOUNT_NO>221100</ACCOUNT_NO>
  <CREDIT_AMOUNT>10</CREDIT_AMOUNT>
  <TAX_PERCENTAGE>10</TAX_PERCENTAGE>
</DETAIL>

```

After Approving  
Cash Box

Note: Cash account posting is not shown as it is not mandatory information.

## 9.5 Printing Receipt for Customer/Supplier Payments

As per the IFS Cloud standard process, enter a customer/supplier payment in *Cash Box* and print the cash receipt as per the IFS Cloud standard process.

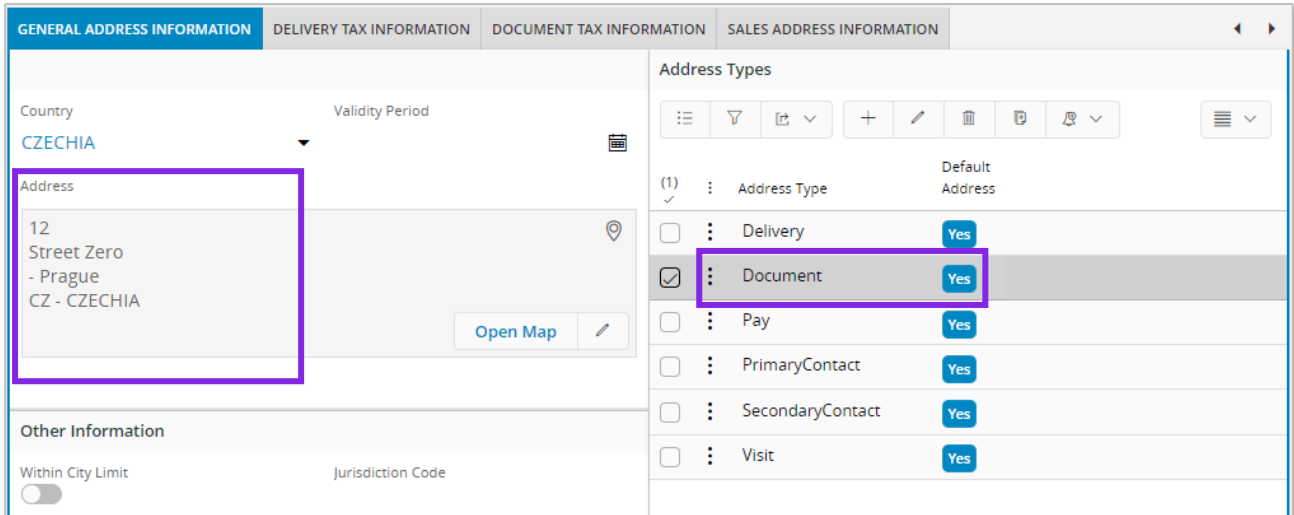
To generate the XML output, navigate to the **Print Manager** page in IFS Cloud after printing the cash receipt.

### 9.5.1 COMPANY INFORMATION

The tax identity Number and association number of the company are added to the report. The **Tax ID Number** relevant to the country of the company is fetched from the **Application Base Setup/Enterprise/Company** page **Tax Control/ Invoice** tab Tax Liability Countries.

## 9.5.2 CUSTOMER/SUPPLIER INFORMATION

The full address of the customer/supplier is fetched based on the address setup of the relevant supplier/customer. The default document address is used as the receipt address.

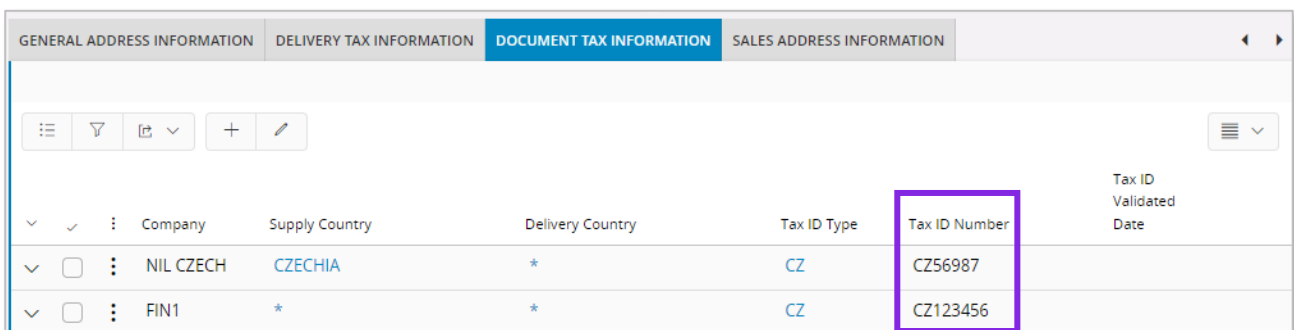


GENERAL ADDRESS INFORMATION		DELIVERY TAX INFORMATION	DOCUMENT TAX INFORMATION	SALES ADDRESS INFORMATION
Country	CZECHIA	Validity Period		
Address	12 Street Zero - Prague CZ - CZECHIA			
Other Information				
Within City Limit	<input type="checkbox"/>	Jurisdiction Code		

Address Types		
(1)	Address Type	Default Address
<input type="checkbox"/>	Delivery	Yes
<input checked="" type="checkbox"/>	Document	Yes
<input type="checkbox"/>	Pay	Yes
<input type="checkbox"/>	PrimaryContact	Yes
<input type="checkbox"/>	SecondaryContact	Yes
<input type="checkbox"/>	Visit	Yes

The tax identity number is fetched based on the tax setup of the relevant customer/supplier, using the default document address.



GENERAL ADDRESS INFORMATION		DELIVERY TAX INFORMATION	DOCUMENT TAX INFORMATION	SALES ADDRESS INFORMATION
Company	Supply Country	Delivery Country	Tax ID Type	Tax ID Number
NIL CZECH	CZECHIA	*	CZ	CZ56987
FIN1	*	*	CZ	CZ123456

```

- <RECEIPT>
  <COMPANY_ADDRESS_1>COM1</COMPANY_ADDRESS_1>
  <COMPANY_ADDRESS_2>-</COMPANY_ADDRESS_2>
  <COMPANY_ADDRESS_3>CZ - CZECHIA</COMPANY_ADDRESS_3>
  <COMPANY_ADDRESS_4 xsi:nil="1"/>
  <COMPANY_ADDRESS_5 xsi:nil="1"/>
  <COMPANY_ADDRESS_6 xsi:nil="1"/>
  <COMPANY_ADDRESS_7 xsi:nil="1"/>
  <COMPANY_ADDRESS_8 xsi:nil="1"/>
  <COMPANY_ADDRESS_9 xsi:nil="1"/>
  <COMPANY_ADDRESS_10 xsi:nil="1"/>
  <CASH_RECEIPT_DATE>2021-12-06T00:00:00</CASH_RECEIPT_DATE>
  <CASH_RECEIPT_NO>CASHRECEIVED 1</CASH_RECEIPT_NO>
  <CASH_RECEIPT_PAYEE_PAYER>NIL CZ</CASH_RECEIPT_PAYEE_PAYER>
  <CURRENCY>CZK</CURRENCY>
  <LUMP_SUM_TRANS_NO>2</LUMP_SUM_TRANS_NO>
  <TEXT xsi:nil="1"/>
  <TOTAL_IN_ACC_CURRENCY>100</TOTAL_IN_ACC_CURRENCY>
  <TOTAL_IN_CURRENCY>100</TOTAL_IN_CURRENCY>
  <DOCUMENT_TYPE>1</DOCUMENT_TYPE>
  <HIDE_DETAILS>1</HIDE_DETAILS>
  <PRINT_DETAILS>FALSE</PRINT_DETAILS>
  <ROW_NO>1</ROW_NO>
  <TRANSACTION_TYPE>ENTERCUSTOMERPAYMENT</TRANSACTION_TYPE>
  <VERBAL_AMOUNT>FALSE</VERBAL_AMOUNT>
  <COMPANY_ASSOCIATION_NO>CZ987654</COMPANY_ASSOCIATION_NO>
  <COMPANY_TAX_NO>CZ784512</COMPANY_TAX_NO>
  <PAYER_TAX_NO>CZ56987</PAYER_TAX_NO>
  <PAYER_ADDRESS>12 Street Zero - Prague CZ - CZECHIA</PAYER_ADDRESS>
- <DETAILS>

```

### 9.5.3 POSTING INFORMATION

The postings for the payable or receivable account is printed for customer and supplier payments.

```

- <DETAILS>
  - <DETAIL>
    <AMOUNT>100</AMOUNT>
    <AMOUNT_IN_ACC_CURRENCY>100</AMOUNT_IN_ACC_CURRENCY>
    <CREDIT_AMOUNT>100</CREDIT_AMOUNT>
  </DETAIL>
  - <DETAIL>
    <TRANS_NO>1</TRANS_NO>
    <AMOUNT>100</AMOUNT>
    <AMOUNT_IN_ACC_CURRENCY>100</AMOUNT_IN_ACC_CURRENCY>
    <INVOICE_NO>9700001</INVOICE_NO>
    <TEXT_ON_MATCHING xsi:nil="1"/>
    <ACCOUNT_NO>311100</ACCOUNT_NO>
    <CREDIT_AMOUNT>100</CREDIT_AMOUNT>
  </DETAIL>
</DETAILS>

```

If it is required to print postings based on the **Print Details** check box available for **Cash Received Document** and **Cash Paid Document** in *Financials/Payment Basic Data/Payment Documents*, handle it in the report layout.

Note: Cash account posting is not shown as it is not mandatory information.

## 9.6 Delimitations

Not defined.

# 10 Currency Rate Date Extended Capabilities For Incoming Invoices

## 10.1 Overview Legal Requirement

The Czech Republic accounting act and tax law describe different rules for translating foreign currency amounts to accounting currency in different scenarios. For supplier invoices, based on different scenarios, the user selects the accounting date for the transactions. When translating foreign currency amounts to accounting currency there can be multiple scenarios.

For example,

- For domestic purchases, the amounts in accounting currency are available in supplier invoice.
- For foreign purchases, the amounts in accounting currency are not available in supplier invoice. The net amount is translated using the currency rate on the invoice arrival date. The tax amount is translated using currency rate on the invoice date.
- Other scenarios exist where different combinations are used.

The reference to the legal provisions can be found in below links.

*Vat Act No. 235/2004 Coll.*

<http://www.financnisprava.cz/en/taxes/tax-obligation>

*Accounting Act No 563/1991 Coll. §24*

<http://www.czechlegislation.com/en/563-1991-sb>

## 10.2 Solution



- Define basic data.
  - Define currency rate date option for the company. Two options are added to the **Incoming Invoice Currency Rate Base** parameter in the **Application Base Setup/ Enterprise/ Company/ Company/ Invoice** sub menu **General** tab.
  - Define tax currency rate date option for the company. A parameter is introduced in the **Application Base Setup/ Enterprise/ Company/ Company/ Accounting Rules** sub menu **Currency Rate Type Information** tab, to set tax buy currency rate base when specific tax currency rates are used.
  - Define currency rate date options for supplier. Two parameters are introduced in the **Application Base Setup/ Enterprise/ Supplier/ Invoice** sub menu **General** tab, to set invoice currency rate base and tax currency rate base per supplier.
- Enter manual supplier invoice.
  - Based on selected options for the supplier and company, the currency rate is fetched to the Manual Supplier Invoice.

- Post supplier invoice.

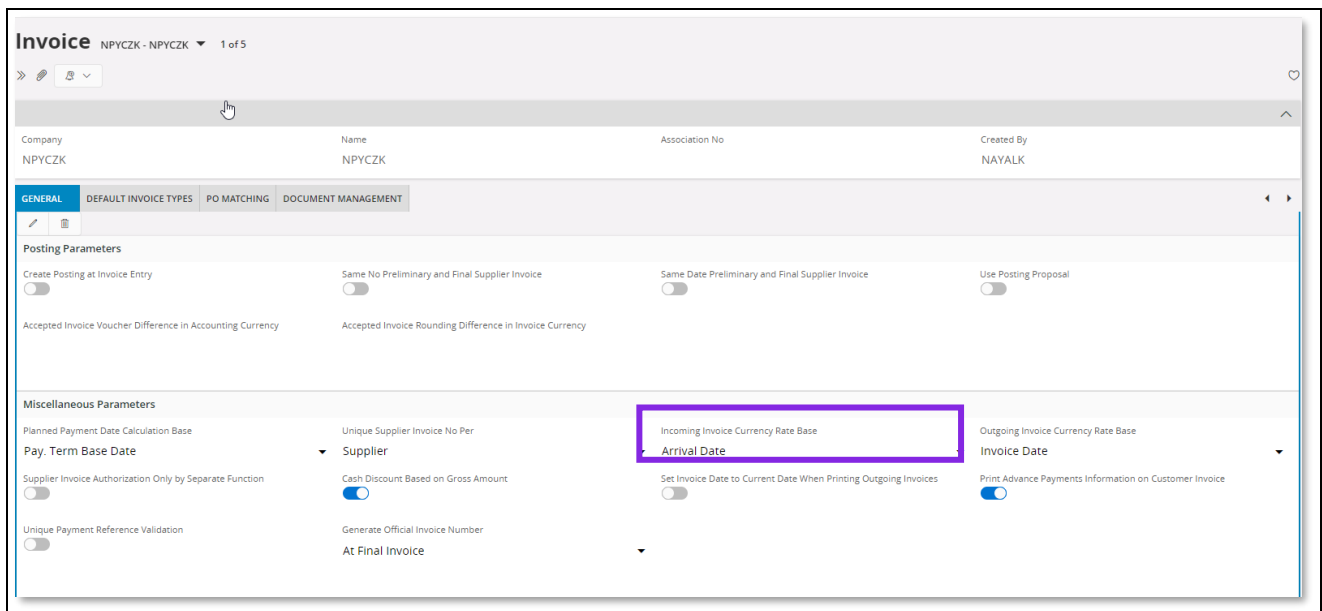
### 10.3 Prerequisites

- The company must be set up to use Czech Republic localization, see chapter Company Setup, and the parameter **Currency Rate Date Extended Capabilities for Incoming Invoices** must be enabled.

### 10.4 Define Basic Data

#### 10.4.1 COMPANY

In the **Application Base Setup/ Enterprise/ Company/ Company/ Invoice** sub menu **General** tab select **Incoming Invoice Currency Rate Base**.



The screenshot shows the 'Invoice' configuration page for company 'NPYCZK'. The 'GENERAL' tab is selected, displaying various parameters. Under 'Posting Parameters', there are four toggle switches: 'Create Posting at Invoice Entry', 'Same No Preliminary and Final Supplier Invoice', 'Same Date Preliminary and Final Supplier Invoice', and 'Use Posting Proposal'. Under 'Miscellaneous Parameters', there are several settings, including 'Planned Payment Date Calculation Base', 'Pay Term Base Date', 'Supplier Invoice Authorization Only by Separate Function', 'Unique Payment Reference Validation', 'Unique Supplier Invoice No Per', 'Cash Discount Based on Gross Amount', 'Generate Official Invoice Number', 'Incoming Invoice Currency Rate Base' (highlighted with a red box and set to 'Arrival Date'), 'Outgoing Invoice Currency Rate Base', 'Set Invoice Date to Current Date When Printing Outgoing Invoices', and 'Print Advance Payments Information on Customer Invoice'.

Currency rate base options of **Voucher Date**, **Invoice Date**, and **Customs Declaration Date** exist in IFS Cloud standard. Additional two options are added.

- Delivery Date – Fetch currency rate based on the delivery date specified on the supplier invoice.
- Arrival Date – Fetch currency rate based on the arrival date specified on the supplier invoice.

In the **Application Base Setup/ Company/ Company/ Accounting Rules** sub menu **Currency Rate Type Information** tab, set buying tax currency rate base when specific tax currency rates are used.

**Accounting Rules** NPYCZK - NPYCZK 1 of 5

Company: NPYCZK, Name: NPYCZK, Association No: , Created By: NAYALK

**GENERAL DATA** **CURRENCY RATE TYPE INFORMATION**

Default Buy Currency Rate Type: BUY - buy, Default Sell Currency Rate Type: 1 - Normal

Default Currency Rate Types for TAX: Allow Specific Currency Rates for Tax Transactions:

Buying Currency Rate for Tax: TAXBUY - tax buy, Tax Buy Currency Rate Base: Arrival Date, Selling Currency Rate for Tax: 1 - Normal

When enabling **Allow Specific Currency Rates for Tax Transactions**, the default option is set as the same option in **Incoming Invoice Currency Rate Base**.

#### 10.4.2 SUPPLIER

In the **Application Base Setup/ Enterprise/ Supplier/ Invoice** sub menu **General** tab, select invoice currency rate base and tax currency rate base per supplier. This overrides the currency rate base set for **Incoming Invoice Currency Rate Base** in company.

**Tax Currency Rate Base** can only be set when **Allow Specific Currency Rates for Tax Transactions** is enabled.

**Invoice** NPYCZKSUP1 - NPYCZKSUP1 1 of 3

Supplier: NPYCZKSUP1, Name: NPYCZKSUP1, Association No: , Company: NPYCZK - NPYCZK

**GENERAL** **PROPERTIES** **TAX INFORMATION** **PO MATCHING** **MESSAGE DEFAULTS**

Supplier Type: External, Supplier Group: 0 - External, Currency: USD, Default Currency Rate Type: BUY - BUY

Currency Rate Base: Invoice Date, Tax Currency Rate Base: Arrival Date, Plan Paym Delay: , Payment Term: 10 - 10 Days Net

Automatic Payment Authorization: When Posted: \* - IFS Applications, Preliminary Code: , Invoice Recipient: NAYALK - Nadeeka Yapa

Use Invoice Recipient From: File, Invoicing Supplier: NPYCZKSUP1 - NPYCZKSUP1, National Bank Code: , Inactive Date: , Mandatory to enter Payment Ref...: No

## 10.5 Enter Manual Supplier Invoice

The currency rates for supplier invoice are fetched as per the company and supplier setup. For example,

Company Setup			Supplier Setup			Currency Rate Fetching in Manual Supplier Invoice	
Incoming Invoice Currency Rate Base	Allow Specific Currency Rates for Tax Transactions	Tax Buy Currency Rate Base	Currency Rate Base	on	Tax Currency Rate Base	Currency Rate	Tax Currency Rate
Delivery Date	Disabled	Disabled	Specified company	on	Disabled	Based on Delivery Date	Based on Delivery Date
Delivery Date	Enabled	Delivery Date	Specified company	on	Delivery Date	Based on Delivery Date	Based on Delivery Date
Delivery Date	Enabled	Delivery Date	Specified company	on	Invoice Date	Based on Delivery Date	Based on Invoice Date
Delivery Date	Enabled	Invoice Date	Specified company	on	Specified company	Based on Delivery Date	Based on Invoice Date
Delivery Date	Enabled	Invoice Date	Arrival Date		Invoice Date	Based on Arrival Date	Based on Invoice Date

Note: Currency rates for prepayment tax documents are always fetched based on prepayment date and this functionality is not impacting prepayment tax documents. In order to get further details about prepayment tax documents, refer to the chapter Handle Prepayment Tax Documents.

### 10.5.1 ENTER MANUAL SUPPLIER INVOICE

Go to New Manual Supplier Invoice Assistant as per the IFS Cloud standard process.

**New Manual Supplier Invoice**

Header Information | Line Information | Posting Information

Company: NPYCZK | Voucher Date: 10/30/2021 | Accounting Year: 2021 | Accounting Period: 10 | User Group: AC | Voucher Type: I | Voucher No:

PO Reference: | Receipt Reference: | Sub Contract Reference: | Invoice Advice Reference: | Project ID: | Supplier: NPYCZKSUP1 - NPYCZKSUP1

Invoice Type: SUPPINV | Series ID: SI | Invoice No: NY10/30 | Currency: PLN | Currency Rate: 1.48 | Invoice Date: 10/5/2021 | Arrival Date: 10/20/2021 | Pay Term Base Date: 10/5/2021

Payment Terms: 10 | Due Date: 10/15/2021 | Plan Pay Date: 10/15/2021 | Payment Reference: | Automatic Payment Authorization: When Posted | Authorizer ID: \*

Advance Invoice:  | Gross Amount: | Net Amount: | Tax Amount:

**More Information**

Reference Series: | Reference Invoice No: | Invoice Recipient: NAVALK - Nadeeka Yapa | Supplier Invoice Address: 13 | Delivery Address: 11 | Use Project Address for Tax: No

Reference Supplier: | Preliminary Code: | National Bank Code: | Nature Of Business: | Creator Reference: | Tax Currency Rate: 2.09

Parallel Currency Rate: 1.45 | Delivery Date: 10/28/2021 | Tax Invoice Series ID: | Tax Invoice No: | Tax Invoice Date: | Customs Declaration Date: | Correction Reason ID:

Correction Reason: | Branch: | Supplier Branch:

The currency rates are fetched as per the supplier and company setup.

## 10.5.2 POST MANUAL SUPPLIER INVOICE

Post the invoice as per the IFS Cloud standard functionality. The amounts in accounting currency are calculated based on the available currency rates on the invoice.

## 10.6 Delimitations

- External supplier invoices are not handled.



# 11 Currency Rate Date and Voucher Date Extended Capabilities for Outgoing Invoices

## 11.1 Overview Legal Requirements

According to legal regulations in countries like Hungary, Czech Republic, Slovakia, or Poland, the date of posting of debit sales invoices, as well as currency rates used for posting, should be based either on invoice date or on delivery date, depending on the type of transaction.

Also, according to legal regulations in Poland, prepayment-based invoices should be posted with the date of the payment which is the base for the invoice.

## 11.2 Solution Overview

### Process Overview

Standard invoicing flow is used in the solution:



### Solution Summary

New field **Delivery Date** is added to handle delivery dates on project invoices.

Handling of default value of the **Latest Ship Date** field on prepayment-based invoices is modified, so that the payment date could be the base for posting of the invoice.

New fields **Voucher Date Base**, **Currency Rate Base**, and **Tax Currency Rate Base** are added to define base for voucher date, currency rate, and tax currency rate for invoices. The fields are added on customer order invoices, instant invoices, and project invoices. Either invoice date or delivery date can be the base for voucher date and currency rates.

New fields are added on company and customer levels as sources of default values for new fields on invoices mentioned above.

## 11.3 Prerequisites

The company must be set up to use Polish localization, see the [Company Set up](#) chapter, and the **Currency Rate Date and Voucher Date Extended Capabilities for Outgoing Invoices** parameter must be enabled on the **Company/Localization Control Center** tab.

## 11.4 Set up Basic Data

### Settings on Company level

New field **Outgoing Invoice Voucher Date Base** is added in the **Company/Invoice/General** tab. Available values are **Invoice Date** and **Delivery Date**.

**Invoice** SW-PL - SW-PL 1 of 1

Company: SW-PL, Name: SW-PL, Association No: , Created By: SASGLK

**GENERAL** | DEFAULT INVOICE TYPES | PO MATCHING | DOCUMENT MANAGEMENT

**Posting Parameters**

Create Posting at Invoice Entry:  Same No Preliminary and Final Supplier Invoice:  Same Date Preliminary and Final Supplier Invoice:  Use Posting Proposal:

Accepted Invoice Voucher Difference in Accounting Currency: Accepted Invoice Rounding Difference in Invoice Currency:

**Miscellaneous Parameters**

Planned Payment Date Calculation Base: Pay. Term Base Date  
 Unique Supplier Invoice No Per: Supplier  
 Incoming Invoice Currency Rate Base: Invoice Date  
 Outgoing Invoice Currency Rate Base: Delivery Date

Outgoing Invoice Voucher Date Base: **Delivery Date**  
 Invoice Date  
 Delivery Date

Supplier Invoice Authorization Only by Separate Function:   
 Cash Discount Based on Gross Amount:   
 Set Invoice Date to Current Date When Printing Outgoing Invoices:

Unique Payment Reference Validation:

Invoice Payment Reference No: Customer Invoice Creation Method: Not Used, Supplier Invoice Validation Method: Not Used, Credit: Company Credit Limit

Attachments

New field **Tax Sell Currency Rate Base** is added in the **Company/Accounting Rules/Currency Rate Type Information** tab. The field is enabled when the **Allow Specific Currency Rates for Tax Transactions** option is enabled. Available values are **Invoice Date** and **Delivery Date**.

**Accounting Rules** SW-PL - SW-PL 1 of 1

Company: SW-PL, Name: SW-PL, Association No: , Created By: SASGLK

**GENERAL DATA** | **CURRENCY RATE TYPE INFORMATION**

Default Buy Currency Rate Type: 1 - Normal, Default Sell Currency Rate Type: 1 - Normal

**Default Currency Rate Types for TAX**

Allow Specific Currency Rates for Tax Transactions:

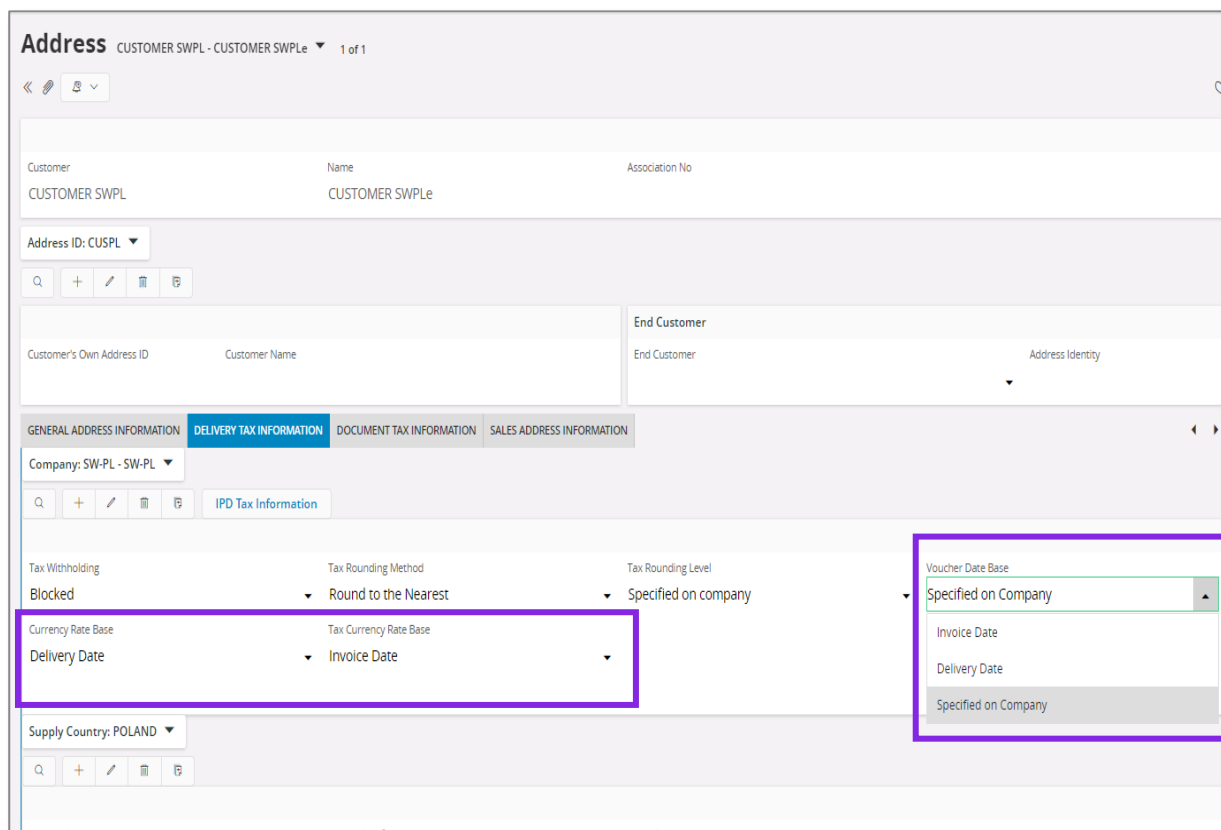
Buying Currency Rate for Tax: 1 - Normal, Selling Currency Rate for Tax: 1 - Normal

Tax Sell Currency Rate Base: **Delivery Date**  
 Invoice Date  
 Delivery Date

Note: Apart from the new fields mentioned above, the standard **Outgoing Invoice Currency Rate Base** field on the **Company/Invoice/General** tab is used in this solution and it has to be set according to the needs.

## Settings on Customer level

The following fields are added on the **Customer/Address/Delivery Tax Information** tab: **Voucher Date Base**, **Currency Rate Base**, **Tax Currency Rate Base**. Available values for these fields are **Invoice Date**, **Delivery Date**, and **Specified on Company**.



The screenshot shows the 'Address' configuration page for 'CUSTOMER SWPL - CUSTOMER SWPLe'. The 'DELIVERY TAX INFORMATION' tab is selected. The 'Currency Rate Base' and 'Delivery Date' fields are highlighted with a purple box, showing 'Invoice Date' as the selected value. The 'Voucher Date Base' dropdown is also highlighted with a purple box, showing 'Specified on Company' as the selected value.

## 11.5 New Fields on Invoices

### Customer Order Invoice

New fields: **Voucher Date Base**, **Currency Rate Base**, and **Tax Currency Rate Base** are added on the **Customer Invoice/General** tab. Available values for these fields are **Invoice Date** and **Delivery Date**.

Note: In customer order invoice the **Latest Ship Date** field plays the role of delivery date. "Delivery Date" setting means that the value of the **Latest Ship Date** field will be taken as a base for the voucher date or currency rate.

The **Currency Rate** and **Tax Currency Rate** fields are based on the value of either the **Invoice Date** or **Latest Ship Date** fields, depending on the setting of the **Currency Rate Base** and **Tax Currency Rate Base** fields.

**Customer Invoice** CUSTOMER SWPL - CUSTOMER SWPLe - 200700004 - CUSTORDDEB - D550344
5 of 24+ Posted Auth

Share Credit/Correction Invoice Posting Installation Plan and Discounts Notes

Customer No	Customer Address Na...	Series ID	Invoice No	Company	Site	Invoice Created	Order Created
CS CUSTOMER ...	CUSTOMER SWPLe	ZK	200700004	SW-PL	SWPL	17/07/2021	17/07/2021

Amounts					
Currency	Gross Amt	Net Amt	Tax Amt	Currency Rate	Tax Currency Rate
USD	293.30	279.33	13.97	7.16	7.16

LINES
GENERAL
HISTORY

<p><b>Invoice Type</b> CUSTORDDEB - Customer Order Invoice, Debit</p> <p><b>Invoice Address</b> CUSPL</p> <p><b>Printed Date</b> 17/07/2021</p> <p><b>Our Reference</b> NICOLAS LECLERCQ</p> <p><b>Customer Reference Name</b></p> <p><b>Customer Branch</b></p>	<p><b>Indicators</b></p> <p>Price Adjustment: <input type="checkbox"/> No</p> <p>Advance/Prepayment Invoice: <input type="checkbox"/> No</p> <p>Use Price Incl Tax: <input type="checkbox"/> No</p> <p>Notes: <input type="checkbox"/> No</p> <p>Correction Exist: <input type="checkbox"/> No</p> <p>Correction Invoice: <input type="checkbox"/> No</p> <p>Correction Reason ID</p> <p>Correction Reason</p>
<p><b>Payment</b></p> <p>Pay Term Base Date: 17/07/2021</p> <p>Due Date: 27/07/2021</p> <p>Payment Terms: 10 - 10 Days</p> <p>Payment Reference</p>	<p><b>Delivery</b></p> <p>Delivery Address: CUSPL</p> <p>Latest Ship Date: 01/09/2021</p> <p>Wanted Delivery Date: 02/09/2021, 02:00</p> <p>Ship Via: IFS APPLICATIONS</p> <p>Delivery Terms Description: IFS APPLICATIONS</p> <p>Delivery Terms Location</p> <p>Forwarder ID</p> <p>Label Note</p>

Currency Rate and Voucher Base Date		
Voucher Date Base	Currency Rate Base	Tax Currency Rate Base
Delivery Date	Invoice Date	Invoice Date

### Instant Invoice

New fields **Voucher Date Base**, **Currency Rate Base**, and **Tax Currency Rate Base** are added on the *Instant Invoice/General* tab. Available values for these fields are “Invoice Date” and “Delivery Date”.

The **Currency Rate** and **Tax Currency Rate** fields are based on the value of either the **Invoice Date** or **Delivery Date** fields, depending on the setting of the **Currency Rate Base** and **Tax Currency Rate Base** fields.

**Instant Invoice** FP - 200700009 PostedAuth

Customer CS CUSTOMER SWPL - CUSTOMER ...	Invoice Type FP	Series ID FP	Invoice No 200700009	Project ID	Invoice Date 01/08/2021
Delivery Date 01/09/2021	Invoice Address CUSPL	Delivery Address CUSPL	Notes No	Advance Invoice No	Invoice Fee No
Preposting No	Currency USD	Currency Rate 9.1	Voucher Date Base Delivery Date	Currency Rate Base Delivery Date	Correction Invoice No
Tax Currency Rate Base Delivery Date	Gross Amount 3622.50	Net Amount 3450.00	Tax Amount 172.50	Correction Exists No	

**Payment and Tax Information**

Pay Term Base Date 01/08/2021	Payment Terms 10 - 10 Days	Due Date 11/08/2021	Payment Method	Payment Address ID
Supply Country POLAND	Tax Liability TAX			

Lines

**More Information**

Payment Reference	Payer CS CUSTOMER SWPL - CUSTOMER...	Language English
Transfer Status	Tax Currency Rate 70.3	Our Reference
Customer Reference	Creator Reference	Signature SASGLK
Order Date	Order No	Ref Invoice Series ID
Ref Invoice No	Correction Reason ID	Correction Reason
Branch	Customer Branch	Deduction Group
Deduction Amount	Invoice Text ID	Invoice Text
Additional Reference		

### Project Invoice

New field **Delivery Date** is added on *the Project Invoice/General* tab. When an invoice is created the field gets the same value as Invoice Date. It can be modified when the invoice is in state **Preliminary**.

New fields: **Voucher Date Base**, **Currency Rate Base**, and **Tax Currency Rate Base** are added on *Project Invoice/General* tab. Available values for these fields are **Invoice Date** and **Delivery Date**.

The **Currency Rate** and **Tax Currency Rate** fields are based on value of either the **Invoice Date** or **Delivery Date** fields, depending on setting of the **Currency Rate Base** and **Tax Currency Rate Base** fields.

**Project Invoice** PJ - 200700032 Posted Auth

Customer	Customer Name	Project	Invoice Series
CUSTOMER SWPL	CUSTOMER SWPL		PJ
Invoice No	Invoice Period Start	Invoice Period End	Notes
200700032	01/07/2021	01/07/2021	No
			Invoice Text
			No

**Amounts**

Currency	Gross Amount	Net Amount	Tax Amount
USD	2160.00	2000.00	160.00

**LINES** GENERAL PRE POSTING ACCOUNTING

**Invoice Information**

Invoice Date	Voucher Date Base	Currency Rate Base	Tax Currency Rate Base
01/08/2021	Delivery Date	Invoice Date	Delivery Date
Invoice Type	Series Reference	Invoice Number Reference	Currency Rate
PRJINV			8.1
Our Reference	Customer Ref	Order No	Tax Currency Rate
			80.1
Voucher Type	Voucher No	Correction Invoice	Correction Reason ID
F	2021000106	No	
Correction Reason	Correction Exist	Div Factor	Currency
	No	1	USD

**Customer Information**

Invoice Address	Delivery Address	Payment Address	Media Code
CUSPL	CUSPL		
Pay Term Base Date	Due Date	Delivery Date	Payment Terms
01/08/2021	11/08/2021	19/08/2021	10 - 10 Days
Branch	Site	Payment Method	Supply Country
			CZ
Tax ID Number			Customer Branch
214234234			

## 11.6 Process Invoices

### General

New functionality to define the base for voucher date and currency rates is added for following types on invoices:

- Customer order invoices – normal debit invoices (invoice type CUSTORDDEB), collective debit invoices (invoice type CUSTCOLDEB) and prepayment-based debit invoices.
- Instant invoices – normal instant debit invoices (invoice type INSTINV).
- Project invoices – debit invoices (invoice type PRJINV).

For all other invoices currency rates and voucher date are handled in a standard way. In particular for correction invoices, as well as for credit customer order and project invoices, the **Voucher Date Base**, **Currency Rate Base** and **Tax Currency Rate Base** fields are always set to hidden.

### Create Invoice

When debit customer invoice (customer order invoice, instant invoice, and project invoice) is created then the **Voucher Date Base**, **Currency Rate Base**, and **Tax Currency Rate Base** fields get default values based on settings on customer level. Fields that are set to **Specified on Company** on customer level get values based on settings on company level.

Note: When the **Currency Rate Base** field on customer level is set to **Specified on Company** then the **Currency Rate Base** field on invoices for this customer will get default value based on setting of the standard **Outgoing Invoice Currency Rate Base** field for company.

When prepayment-based invoice is created then the **Latest Ship Date** field gets a default value equal to the date of payment. In standard solution, this field is empty when an invoice is created.

### Modify Invoice

Values of the **Voucher Date Base**, **Currency Rate Base**, and **Tax Currency Rate Base** fields can be modified when debit invoice is in the "Preliminary" state with the following exceptions:

- The **Tax Currency Rate Base** field can be modified only when the **Allow Specific Currency Rates for Tax Transactions** option for company is enabled.
- On instant invoice the **Currency Rate Base** and the **Tax Currency Rate Base** fields can be modified only before invoice line is entered.

Whenever the **Currency Rate Base** or the **Tax Currency Rate Base** fields get modified, values in the **Currency Rate** or the **Tax Currency Rate** fields are updated accordingly.

### Print and Post Invoice

When the invoice gets printed then it will be posted with the voucher date based on the value in the **Voucher Date Base** field. If the **Voucher Date Base** field is set to **Invoice Date** then voucher date will be equal to the value of the **Invoice Date** field. If the **Voucher Date Base** field is set to **Delivery Date** then voucher date will be equal to the value of the **Delivery Date** field (or the **Latest Ship Date** field in the customer order invoice).

Note: The value of the **Voucher Date Base** field has no impact on the voucher date of invoices in the following cases:

- When the invoice is printed from the **Print Invoice** page with the **Use Voucher Date** option enabled.
- When the invoice is processed from the **Customer Invoices with Errors** page with the **Use Voucher Date** option enabled.
- When invoices are processed from the **Create Collective Vouchers** page.

## 11.7 Delimitations

- Manual customer invoices are not handled.
- Outgoing supplier invoices are not handled.

## 12 Internal Numbering Of Supplier Invoices

### 12.1 Overview Legal Requirement

This is a common business requirement in Czech Republic to assign sequential numbers to all supplier invoices. Invoices should be numbered in the same order as they arrive at the company.

For example, when entering an invoice into the application, the invoice consists of two numbers.

1. Supplier invoice number (Numbering by supplier)
2. Internal invoice number (Assigned for internal purposes)

Supplier invoice number is used for tax reporting and the internal invoice number is used for internal reference and during tax authority inspections.

### 12.2 Solution Overview

- Define basic data.
  - Create an invoice series to be used as internal invoice numbering.
  - Assign the invoice series to the relevant supplier invoice type. A column is added to *Supplier Invoice Types*, to define number series for the internal invoice numbering.
- Register supplier invoice. A field is introduced in *Manual Supplier Invoice* to enter or view the internal invoice number.
- Create supplier invoice from external invoice functionality.
- Query supplier invoice. Columns are added to *Supplier Invoices Analysis and Supplier Invoice Analysis*, to query based on internal invoice number.

### 12.3 Prerequisites

- The company must be set up to use Czech Republic localization, see chapter Company Setup, and the parameter **Internal Numbering of Supplier Invoices** must be enabled.

### 12.4 Define Basic Data

Define invoice series for internal numbering of supplier invoices in **the *Financials/Supplier Invoice/Basic Data/Invoice Series***. If internal invoice numbers should be generated automatically use the **Invoice Number Series** command to define data for automatic numbering.

Note that automatic numbering will use invoice date for identifying valid invoice number series.

Connect internal invoice series with supplier invoice type in the ***Financials/Supplier Invoice/Basic Data/Supplier Invoice Types*** page.



**Supplier Invoice Types**

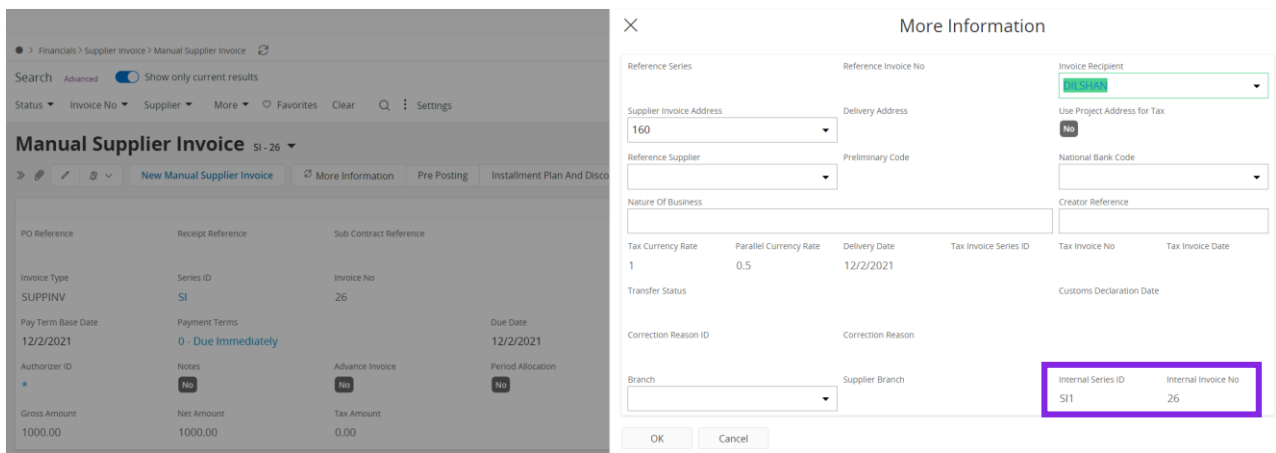
Combinations per Invoice Type    Report Code Values    Translation

(1)	Invoice Type	Description	Tax Free Tax Code	Reference Mandatory	Correction Reason Mandatory	Invoice Text Mandatory	Definite Invoice Series ID	Branch	Print Debit/Credit Note	Correction Invoice	Layout ID	Report Footing	Amount in Words	Preliminary Invoice Series ID	Internal Invoice Number Series ID
☑	SUPPINV	Manual Supplier Invoice	No	No	No	SI			No	No			No		SI1

## 12.5 Register Supplier Invoice

When registering supplier invoice **Internal Series ID** will be filled automatically based on settings for invoice type. If internal invoice series is numbered automatically **Internal Invoice No** will be filled with generated number. Otherwise, **Internal Invoice No** is not filled automatically, and it can be entered manually when needed, or left empty.

In the **Financials/ Supplier Invoice/ Manual Supplier Invoice/ More Info** dialog box, two fields are added for internal invoice series ID and No.



**More Information**

Reference Series: Reference Invoice No: Invoice Recipient:

Supplier Invoice Address: 160 Delivery Address:

Reference Supplier:  Preliminary Code:

Nature Of Business:

Use Project Address for Tax:

National Bank Code:

Creator Reference:

Tax Currency Rate: 1 Parallel Currency Rate: 0.5 Delivery Date: 12/2/2021 Tax Invoice Series ID: Tax Invoice No: Tax Invoice Date:

Transfer Status:  Customs Declaration Date:

Correction Reason ID:  Correction Reason:

Branch:  Supplier Branch:

Internal Series ID: SI1 Internal Invoice No: 26

OK Cancel

Follow the IFS Cloud standard process to post the supplier invoice.

## 12.6 Create Supplier Invoice from External Invoice

When supplier invoice is created automatically using the functionality of *External Invoice*, **Internal Series ID** is filled based on settings for invoice type. If internal series is numbered automatically then internal invoice no will be generated.

## 12.7 Querying supplier invoice

In the **Financials/Supplier Invoice/Analysis/Supplier Invoice Analysis** page, new columns for Internal Series ID and Internal Invoice No are added.

Financials > Supplier Invoice > Analysis > Supplier Invoice Analysis

### Supplier Invoice Analysis SI - 26

More Information | Installation Plan and Discounts | Pre Posting | Vouchers | Payment Status

Supplier: **DK SUP - DK SUP** Invoice Type: SUPPINV Series ID: SI

Sub Contract Reference: Project ID Invoice Date: 12/2/2021 Arrival Date: 12/2/2021

On Hold Installment Exists: **No** Currency: EUR Currency Rate: 1.00 Gross Amount: 1000.00

Tax Amount: 0.00

**Payment And Tax Information**

Pay Term Base Date: 12/2/2021 Payment Terms: **0 - Due Immediately**

Tax Liability: Payment Method

**Lines**

Delivery Type	Income Type	Tax Code	Tax Calculation Structure	Multiple Tax Lines	Tax (%)	Tax Method Tax Received	Gross Amount
		0		<b>No</b>	0	Invoice E	1000.00

More Information

Reference Series	Reference Invoice No	Reference Supplier ID
Supplier Invoice Address: 160	Delivery Address	Payment Reference
Our Reference	Order Date	Order No
Voucher Type Reference: I	Voucher No Reference: 2021000008	Voucher Date: 12/2/2021
Accounting Period: 2021 12	Invoice Recipient: <b>DK DILSHAN</b>	Tax Currency Rate: 1
Tax Invoice Series ID	Tax Invoice No	Tax Invoice Date
Creator Reference	Transfer Status	Language
Authorizer ID: *	National Bank Code	Nature Of Business
Branch	Supplier Branch	Invoice Text
Correction Reason	Preliminary Code	Customs Declaration Date
Supplier Reference	Signature	Reposted From Identity
Reposted To Identity	Internal Series ID: <b>SI1</b>	Internal Invoice No: 26
One-Time Supplier: <b>No</b>	Authorized: <b>No</b>	

OK

## 12.8 Delimitations

Not defined.

## 13 Handle Prepayment Tax Documents

### 13.1 Overview of Legal Requirement

Sales process in Czech Republic commonly includes prepayments done by the buyer before goods or services are delivered. The prepayment can be either based on an advance invoice received from seller or based on the agreement between the buyer and seller. At the time of prepayment, tax is not reported by either buyer or seller.

According to legal regulations, if the goods or services are not delivered within 15 days after prepayment or not delivered within the same month of the prepayment, tax should be reported on the prepayment. For reporting tax on the prepayment, a separate document is issued by the seller to the buyer. The law does not define a layout for the document but specifies the information to be included in the document. Based on the document issued by the seller, the buyer records the tax on prepayment.

When the goods or services are delivered, the prepayments and the tax reported on the prepayment are matched with the delivery invoice. The information about the matched prepayments and the tax on matched prepayments are printed on the delivery invoice. The buyer receives the delivery invoice including prepayment matching information.

If the goods are not delivered or partially delivered, any remaining prepayments are refunded to the buyer. When refunding the prepayments, any tax reported on the prepayment is reversed.

The reference to the legal provisions can be found in the below link.

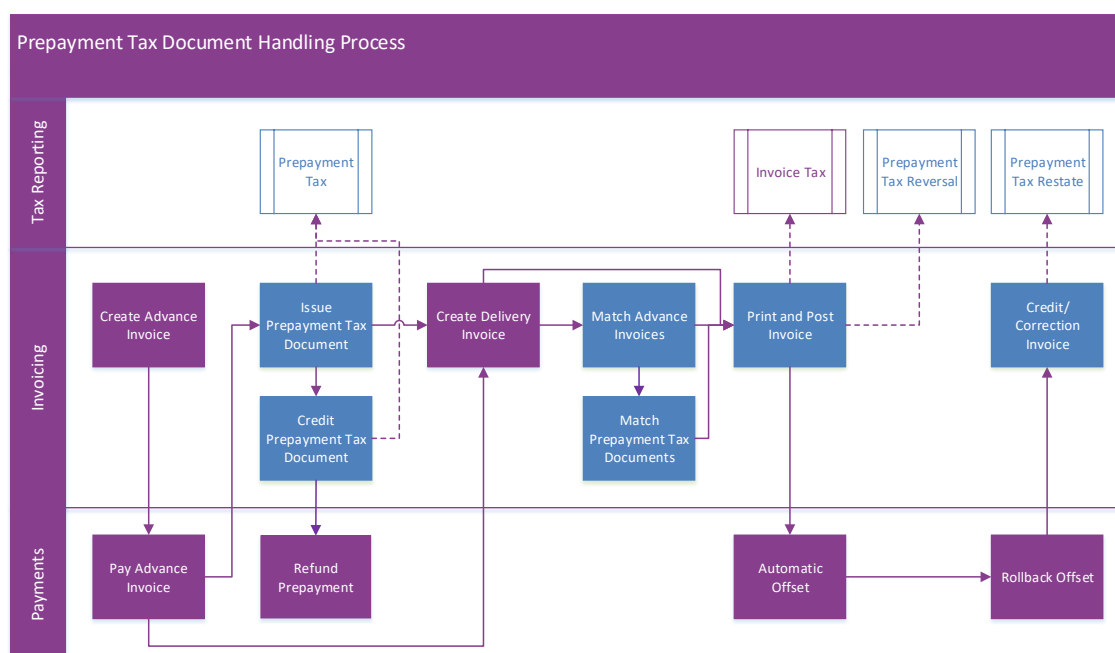
<https://business.center.cz/business/pravo/zakony/dph/>

### 13.2 Prerequisites

- The company must be set up to use Czech Republic localization, see chapter Company Setup and the parameter **Handle Prepayment Tax Documents** must be enabled.
- In the **Application Base Setup/ Enterprise/ Company/ Company** page **Invoice/General** tab **Create Postings at Invoice Entry** option should be disabled.
- In order to handle credit invoices in instant invoice flow, the parameter **Credit Instant Invoice** must be enabled.
- If it is required to post prepayment tax documents based on prepayment types, the parameter **Posting Prepayments Based On Prepayment Type** must be enabled.
- If posting proposal is used for the company, enable the option **Zero Invoices Posted According to Posting Control**, in the **Application Base Setup/ Enterprise/ Company/ Company** page **Invoice/Supplier Invoice Workflow** tab (This setup is optional, and if this option is not enabled, a zero posting line need to be manually entered in posting proposal).

## 13.3 Handling Customer Prepayment Tax Document

### 13.3.1 SOLUTION



- Set up basic data.
  - Define default invoice types for prepayment tax documents. Four default customer invoice types are introduced to handle prepayment tax documents.
- Create and pay advance invoice.
- Issue prepayment tax document.
  - A page is introduced to see not matched customer prepayments. Prepayment tax documents are created from this page.
  - Two columns are introduced to show the prepayment tax document base amount and tax amount on invoicing pages.
  - The prepayment tax document information is added to invoice report definitions.
  - The invoice posting is modified to generate entries for prepayment tax documents.
  - When prepayment type is selected, the prepayment tax documents will be posted based on defined posting control.
- Create delivery invoice.
- Match advance invoices and prepayment tax documents with delivery invoice.
  - Advance invoice matching option is enabled in customer invoice, which is the same as in instant invoice.
  - Prepayment tax document matching is linked to the advance invoice matching.
- Print and post the delivery invoice.
  - The prepayment tax document information is added to invoice report definitions.
  - The invoice posting is modified to generate entries for prepayment tax documents.
- Automatic offset of prepayments with delivery invoice.
- Rollback of offset transactions.
  - The credit/correction invoice creation is modified to create credit/correction invoices with prepayment tax document lines.
- Credit prepayment tax documents due to errors or refund of prepayment.

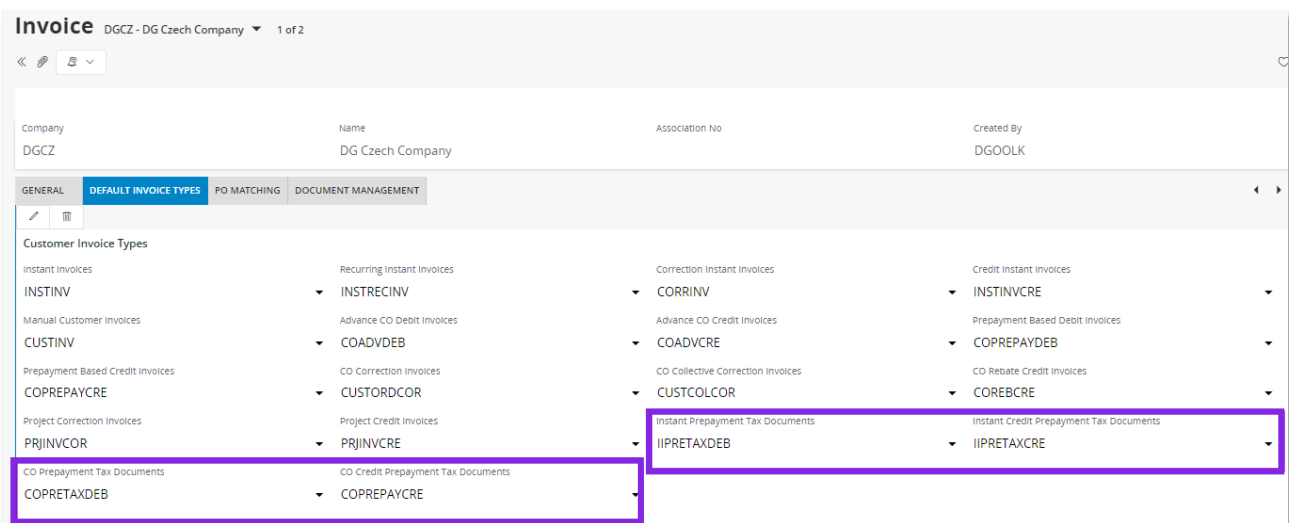
### 13.3.2 ASSUMPTIONS

- Advance invoices are used as a request for advance payment and the process is initiated with advance invoice.
- Tax calculation structures or multiple taxes are not used.

### 13.3.3 SET UP BASIC DATA

The **Financials/ Customer Invoice/ Basic Data/Customer Invoice Types** page defines new invoice types to handle prepayment tax documents.

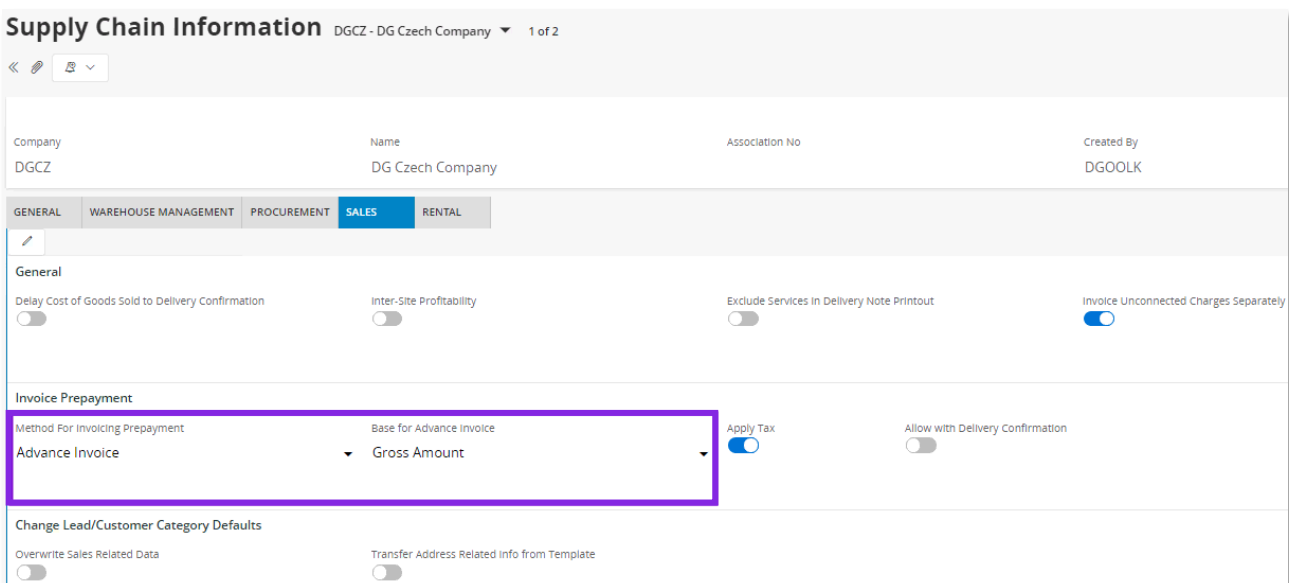
In the **Application Base Setup/ Enterprise/ Company/ Company** page **Invoice/ Default Invoice Types** tab, define the default invoice types to handle prepayment tax documents.



The screenshot shows the 'Invoice' configuration page for 'DG CZ - DG Czech Company'. The 'DEFAULT INVOICE TYPES' tab is selected. The page displays a grid of invoice types categorized by 'Customer Invoice Types'. The following table summarizes the visible data:

Customer Invoice Types	Recurring Instant Invoices	Correction Instant Invoices	Credit Instant Invoices
Instant Invoices	INSTRECINV	CORRINV	INSTINVCRE
Manual Customer Invoices	COADVDEB	COADVCRE	COPREPAYDEB
Prepayment Based Credit Invoices	CUSTORDCOR	CUSTCOLCOR	COREBCRE
Project Correction Invoices	PRJINVCOR	PRJINVCRE	IIPRETXDEB
CO Prepayment Tax Documents	COPREPAYDEB	COPREPAYCRE	IIPRETXCRE

Note: In the **Application Base Setup/ Enterprise/ Company/ Company** page **Supply Chain Information/ Sales** tab, the **Method for Invoicing Prepayment** should be **Advance Invoice** and it is recommended to use **Gross Amount** as the **Base for Advance Invoice**.



The screenshot shows the 'Supply Chain Information' configuration page for 'DG CZ - DG Czech Company'. The 'SALES' tab is selected. The 'Invoice Prepayment' section is highlighted with a purple box. The following table summarizes the configuration details:

Method For Invoicing Prepayment	Base for Advance Invoice	Apply Tax	Allow with Delivery Confirmation
Advance Invoice	Gross Amount	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### 13.3.4 CREATE AND PAY ADVANCE INVOICE

Use the IFS Cloud standard customer order flow or instant invoice flow to create an advance invoice and receive payment. The advance invoice can have multiple payments received. The currency of the advance invoice is considered as prepayment tax document currency, if payment is made in a currency other than advance invoice currency.

### 13.3.5 ISSUE PREPAYMENT TAX DOCUMENT

#### 13.3.5.1 Create

Go to **Financials/Customer Invoice/Paid Advances Not Matched** and search for the prepayment. This page shows the paid advance invoices that are not matched with the delivery invoice. There can be multiple payments for a single advance invoice.

**Paid Customer Advance Invoices Not Matched**

(1)		Payment Date	Series ID	Invoice Number	Prepayment Series ID	Prepayment Number	Customer	Currency	Total Amount	Open Amount	Prepayment Tax Document Series ID	Prepayment Tax Document Number
<input type="checkbox"/>		12/3/2021	II	9700001	CUPIA	2	DC DG_CZ - DGCZ Customer	USD	500.00	500.00	PR	205262
<input type="checkbox"/>		12/9/2021	II	9700003	CUPIA	4	DC DG_CZ - DGCZ Customer	USD	1000.00	1000.00	PR	205359
<input type="checkbox"/>		1/3/2022	AD	40000003	CUPIA	10	DC DG_CZ - DGCZ Customer	USD	37.50	37.50	TD	2021003
<input type="checkbox"/>		1/3/2022	II	9700014	CUPIA	11	DC DG_CZ - DGCZ Customer	USD	1000.00	1000.00	TD	2021004

Select one prepayment and click on the context menu option, **New Prepayment Tax Document** to create the prepayment tax document.

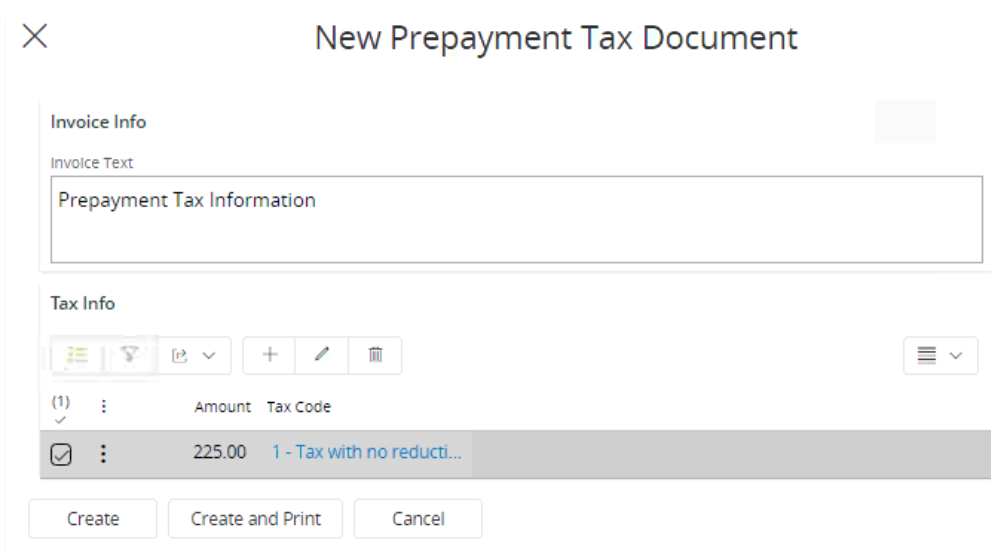
**Paid Customer Advance Invoices Not Matched**

New Prepayment Tax Document

Payment Date Series ID Invoice Number: 40000001 More Favorites Clear Settings

(1)		Payment Date	Series ID	Invoice Number	Prepayment Series ID	Prepayment Number	Customer	Currency	Total Amount	Open Amount	Prepayment Tax Document Series ID	Prepayment Tax Document Number
<input checked="" type="checkbox"/>		12/3/2021	AD	40000001	CUPIA	3	DC DG_CZ - DGCZ Customer	USD	225.00	225.00		
<input type="checkbox"/>		1/4/2022	AC	40000001	CUPIA	16	DC DG_CZ - DGCZ Customer	USD	-37.50	-37.50	TD	2021009

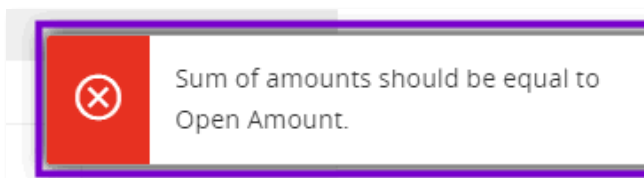
In the dialog box enter the required line text to be shown in the prepayment tax document and enter tax details.



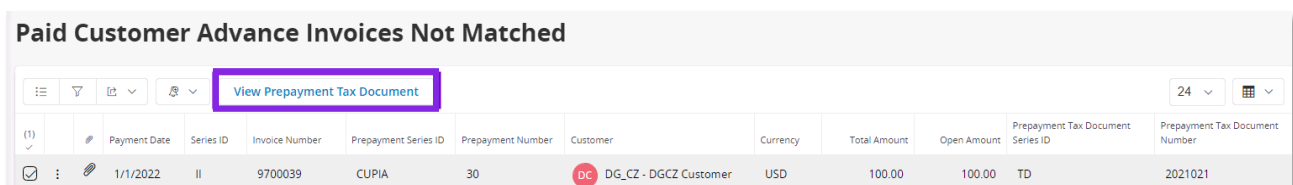
The screenshot shows a dialog box titled "New Prepayment Tax Document". It has a close button (X) in the top left. The "Invoice Info" section contains an "Invoice Text" field with the value "Prepayment Tax Information". The "Tax Info" section features a toolbar with icons for list, filter, print, add, edit, and delete, and a dropdown menu. Below the toolbar is a table with columns for "Amount" and "Tax Code". One row is visible with a checked checkbox, an amount of "225.00", and a tax code of "1 - Tax with no reducti...". At the bottom, there are three buttons: "Create", "Create and Print", and "Cancel".

Click on **Create** or **Create and Print**, in order to create the prepayment tax document. When it is created, the prepayment will be updated with the series ID and document number of the created prepayment tax document. When creating the prepayment tax document, the application validates whether there are not matched prepayments with earlier date without the prepayment tax document, and an error message is given.

Also, the application validates whether the sum of the amounts entered to create tax document is equal to open amount of the prepayment.



Use the context menu option, **View Prepayment Tax Document** to view the created prepayment tax documents.



The screenshot shows a table titled "Paid Customer Advance Invoices Not Matched". The table has a toolbar with a "View Prepayment Tax Document" button highlighted with a purple box. The table columns are: (1) checkbox, Payment Date, Series ID, Invoice Number, Prepayment Series ID, Prepayment Number, Customer, Currency, Total Amount, Open Amount, Prepayment Tax Document Series ID, and Prepayment Tax Document Number. The data row shows: 1/1/2022, II, 9700039, CUPIA, 30, DG\_CZ - DGCZ Customer, USD, 100.00, 100.00, TD, and 2021021.

If the advance invoice is handled through customer order flow, the created prepayment tax document can be viewed on **Sales/Invoicing/Customer Invoice** page. **Debit/Corr Invoice Ref** can be used to search for prepayment tax documents.

### Customer Invoice

DG\_CZ - DGCZ Customer - 2021005 - COPRETAXDEB - P10791 1 of 1 Paid Posted

Customer No: DG\_CZ, Customer Address Na.: DGCZ Customer, Series ID: TD, Invoice No: 2021005, Company: DGCZ, Site: DGCZ, Invoice Created: 1/4/2022, Order Created:

**Amounts**

Currency	Gross Amt	Net Amt	Tax Amt	Currency Rate	Tax Currency Rate
USD	0.00	0.00	0.00	1	1

**LINES**

Prepayment Tax Amount	Prepayment Tax Base Amount	Pos	Invoice Item	Description	Invoiced Qty	Sales UoM
6	24	1		Prepayment Tax Information		
1.61	13.39	2		Prepayment Tax Information		

If the advance invoice is handled in instant invoice flow, the created prepayment tax document can be viewed in the **Financials/Customer Invoice/Instant Invoice** page. **Invoice Reference** can be used to search for prepayment tax documents.

### Instant Invoice

PR - 205262 1 of 1 Preliminary

Customer: DG\_CZ - DGCZ Customer, Invoice Type: IIPRETAXDEB, Series ID: PR, Invoice No: 205262, Project ID: , Invoice Date: 12/15/2021

Delivery Date: 12/29/2021, Invoice Address: 1, Delivery Address: 1, Notes: No, Advance Invoice: No, Invoice Fee: No, Correction Invoice: No, Correction Exists: No

Preposting: No, Currency: USD, Currency Rate: 1, Gross Amount: 0.00, Net Amount: 0.00, Tax Amount: 0.00

**Payment and Tax Information**

**Lines**

Prepayment Tax Amount	Prepayment Tax Base Amount	Position	Text ID	Object ID	Description	Delivery Type ID	Customer Income Type
50.00	200.00				Prepayment Tax Information 22		
26.79	223.21				Prepayment Tax Information 22		

The prepayment tax document contains following characteristics.

- Header details such as invoice date are editable.
- The **Gross Amount**, **Net Amount**, and **Tax Amount** are zero.
- Invoice lines cannot be added.
- Only **Description** and **Delivery Type ID** are editable at line level.



- The prepayment tax document tax amount and base amount are shown in two new columns, **Prepayment Tax Amount** and **Prepayment Tax Base**.
- The prepayment tax document can be canceled (Customer order flow) or deleted (Instant invoice flow) in the preliminary state.
- The currency rate is fetched to the prepayment tax document from prepayment.
- The advance invoice payment date is updated to **Delivery Date** in Instant invoice and **Latest Ship Date** in customer order invoice.

### 13.3.5.2 Print

The prepayment tax document is printed using the IFS Cloud standard context menu option on the **invoicing** page. Following new data were added to the Report Data Format(RDF) of the customer order invoice (CUSTOMER\_ORDER\_IVC\_REP) and instant invoice (INSTANT\_INVOICE\_REP).

- A tag is introduced to distinguish a prepayment tax document. This is recognized based on the default invoice type for prepayment tax document.

```
<IS_TAX_DOC>TRUE</IS_TAX_DOC>
```

- The reference to the advance invoice is available in header of standard report.

```
<SERIES_REFERENCE>II9700064</SERIES_REFERENCE>
<NUMBER_REFERENCE>9700064</NUMBER_REFERENCE>
```

- The prepayment tax document line details are added to <INVOICE\_LINE> section in CUSTOMER\_ORDER\_IVC\_REP and <INSTANT\_INVOICE\_ITEM> section in INSTANT\_INVOICE\_REP.

```
<TAX_DOC_BASE>198.35</TAX_DOC_BASE>
<TAX_DOC_TAX>41.65</TAX_DOC_TAX>
<TAX_DOC_BASE_ACC_CURR>198.35</TAX_DOC_BASE_ACC_CURR>
<TAX_DOC_TAX_ACC_CURR>41.65</TAX_DOC_TAX_ACC_CURR>
```

Note: In the RDL, the IFS standard description and tax percentage tags in invoice lines should be used with above tags.

### 13.3.5.3 Post

The prepayment tax document is posted at the time of printing. The following IFS Cloud standard postings are used for posting the tax amounts of the prepayment tax document.

PP38	Disbursed Tax, Payments in Advance	Credit
PP40	Contra Acc. Disbursed Tax, Adv Paym.	Debit

### Voucher Details Analysis

F - 2022000058 3 of 3 Approved

Notes

Voucher Type	Voucher No	Function Group	Voucher Date	Accounting Year	Period	Multi-Company Vouch...	Notes
F	2022000058	F	1/21/2022	2022	1	No	No
Voucher Text				Update Error			
DGCZ Customer							

Reference Voucher Information

Entry Information Approval Information

Voucher Rows

Row No	Transaction Code	Account	Amount	Reference Series	Reference Number	Cost Cent	Code C
1	IP2	1510 - Accounts receiv...	0.00	TD	2021021		
2	PP38	2670 - Output Tax, Pay...	-20.00	TD	2021021		
3	PP40	2679 - Contra Acc. Out...	20.00	TD	2021021		

Note: Additionally, “IP2 – Customer Claims, Invoice” entry is created with zero amount in “F” voucher. Also, “B” voucher is created for the payment of invoice with zero amounts using posting type, “IP2 – Customer Claims, Invoice”. This is IFS Cloud standard functionality for zero invoices.

### Voucher Details Analysis

B - 2022000032 2 of 2 Approved

Notes

Voucher Type	Voucher No	Function Group	Voucher Date	Accounting Year	Period	Multi-Company Vouch...	Notes
B	2022000032	B	1/21/2022	2022	1	No	No
Voucher Text				Update Error			

Reference Voucher Information

Entry Information Approval Information

Voucher Rows

Row No	Transaction Code	Account	Amount	Reference Series	Reference Number	Cost Cent	Code C
1	IP2	1510 - Accounts receiv...	0.00	TD	2021022		
2	IP2	1510 - Accounts receiv...	0.00	TD	2021022		

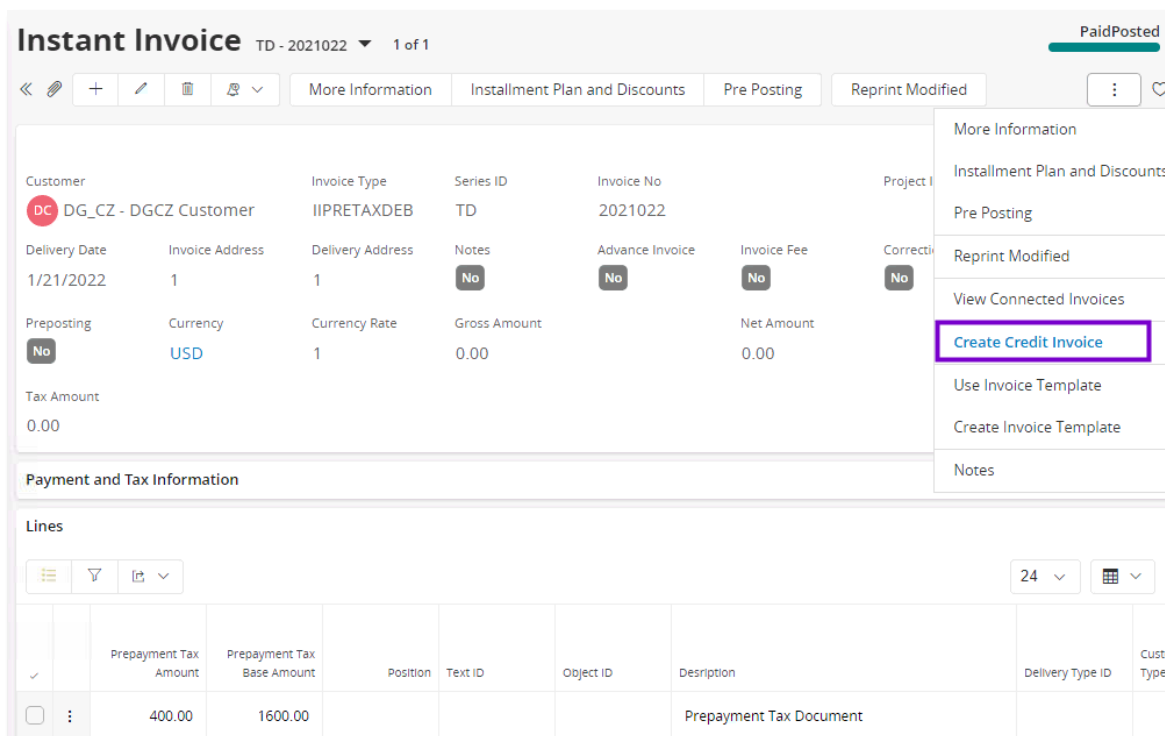
The tax transactions are transferred to the tax ledger under the new invoice type with the relevant information. Tax liability date for the transaction is fetched based on the **Accounting Rules/ Tax/ Tax Liability Date Control** setup.

Note: If specific currency rates are used for tax transactions, the amounts are calculated and posted based on tax currency rate.

### 13.3.6 CREDITING PREPAYMENT TAX DOCUMENT

In order to create a credit prepayment tax document, go to the **Financials/Customer Invoice/Paid Advances Not Matched** and select the prepayment. Go to the relevant prepayment tax document.

Click on the context menu option **Create Credit Invoice** to create a credit prepayment tax document.



The screenshot shows the 'Instant Invoice' interface for invoice TD - 2021022. The 'Create Credit Invoice' option is highlighted in the context menu. The invoice details are as follows:

Customer	Invoice Type	Series ID	Invoice No	Project I		
DC DG_CZ - DGCZ Customer	IIPRETAXDEB	TD	2021022			
Delivery Date	Invoice Address	Delivery Address	Notes	Advance Invoice	Invoice Fee	Correcti
1/21/2022	1	1	No	No	No	No
Preposting	Currency	Currency Rate	Gross Amount	Net Amount		
No	USD	1	0.00	0.00		
Tax Amount	0.00					

The 'Payment and Tax Information' section is also visible, and the 'Lines' section shows a single line for 'Prepayment Tax Document' with a Prepayment Tax Amount of 400.00 and a Prepayment Tax Base Amount of 1600.00.

A credit prepayment tax document with the Status **Preliminary** is created. The created prepayment tax document can be viewed using the context menu **View Invoices/ View Credit Invoices** in invoice.

Note: A credit prepayment tax document cannot be created to a fully matched prepayment tax document.

The credit prepayment tax document contains the following characteristics.

- Header details such as invoice date are editable.
- The **Gross Amount**, **Net Amount**, and **Tax Amount** are zero.
- The reference to the original prepayment tax document is updated in the **Invoice Reference** in instant invoice flow and **Debit/ Corr Invoice ref** in customer order invoice flow.
- Invoice lines cannot be added.
- Only **Delivery Type ID** is editable at line level.
- The prepayment tax document tax amount and base amount are shown in two new columns, **Prepayment Tax Amount** and **Prepayment Tax Base**, and calculated based on the remaining amounts for matching.
- The prepayment tax document can be canceled (Customer order flow) or deleted (Instant invoice flow) in the preliminary state.
- The currency rate is fetched to the credit prepayment tax document based on the debit prepayment tax document.

- The delivery date of the original prepayment tax document is updated to **Delivery Date** in Instant invoice and **Latest Ship Date** in customer order invoice.
- A credit/correction prepayment tax document cannot be created for a credit prepayment tax document.

**Instant Invoice** PR - 207326 1 of 1 Preliminary

More Information | Installation Plan and Discounts | Pre Posting | Print Invoice

Customer: **DC DG\_CZ - DGCZ Customer** Invoice Type: IIPRETAXCRE Series ID: PR Invoice No: 207326 Project ID: Invoice Date: 1/21/2022

Delivery Date: 1/21/2022 Invoice Address: 1 Delivery Address: 1 Notes: No Advance Invoice: No Invoice Fee: No Correction Invoice: No Correction Exists: No

Preposting: No Currency: USD Currency Rate: 1

Gross Amount	Net Amount
0.00	0.00

Tax Amount: 0.00

**Payment and Tax Information**

**Lines**

Prepayment Tax Amount	Prepayment Tax Base Amount	Position	Text ID	Object ID	Description	Delivery Type ID
-400.00	-1600.00				Prepayment Tax Document	

**More Information**

Payment Reference:

Payer: **DC DG\_CZ - DGCZ Custo...** Language: English

Transfer Status: Tax Currency Rate: 1 Our Reference:

Customer Reference:  Creator Reference:  Signature: DGOOLK

Order Date:  Customer's PO Number:  Ref Invoice Series ID: TD

Ref Invoice No: 2021022 Correction Reason ID:  Correction Reason:

Branch:  Customer Branch:  Deduction Group:

Deduction Amount:  Invoice Text ID:  Invoice Text:

Additional Reference:  Above Tax Control Limit: No Prepayment Type:

Cancel

After crediting prepayment tax document, a new prepayment tax document can be issued for the open prepayment.

Paid Customer Advance Invoices Not Matched											
New Prepayment Tax Document											24
(1)	Payment Date	Series ID	Invoice Number	Prepayment Series ID	Prepaym... Number	Customer	Currency	Total Amount	Open Amount	Prepayment Tax Document Series ID	Prepayment Tax Document Number
<input type="checkbox"/>	1/21/2022	II	9700036	CUPIA	29	DC DG_CZ - DGCZ Customer	USD	2000.00	2000.00		

### 13.3.6.1 Print

The credit prepayment tax document is printed using the IFS Cloud standard context menu option on the **Invoicing** page. Following new data were added to the Report Data Format (RDF) of the customer order invoice (CUSTOMER\_ORDER\_IVC\_REP) and instant invoice (INSTANT\_INVOICE\_REP).

- A tag is introduced to distinguish a prepayment tax document. This is recognized based on default invoice type for prepayment tax document.

```
<IS_TAX_DOC>TRUE</IS_TAX_DOC>
```

- The reference to the prepayment tax document is available in header of standard report.

```
<SERIES_REFERENCE>TD2021022</SERIES_REFERENCE>
<NUMBER_REFERENCE>2021022</NUMBER_REFERENCE>
```

- The reference to the advance invoice added in header.

```
<ORIG_TAX_DOC_SERIES_REF>II</ORIG_TAX_DOC_SERIES_REF>
<ORIG_TAX_DOC_NUMBER_REF>9700036</ORIG_TAX_DOC_NUMBER_REF>
```

- The prepayment tax document line details are added to <INVOICE\_LINE> section in CUSTOMER\_ORDER\_IVC\_REP and <INSTANT\_INVOICE\_ITEM> section in INSTANT\_INVOICE\_REP.

```
<TAX_DOC_BASE>-1600</TAX_DOC_BASE>
<TAX_DOC_TAX>-400</TAX_DOC_TAX>
<TAX_DOC_BASE_ACC_CURR>-1600</TAX_DOC_BASE_ACC_CURR>
<TAX_DOC_TAX_ACC_CURR>-400</TAX_DOC_TAX_ACC_CURR>
```

Note: In the RDL, the IFS standard description and tax percentage tags in invoice lines should be used with above tags.

### 13.3.7 CREATE DELIVERY INVOICE

Use the IFS Cloud standard process to create the delivery invoice.

### 13.3.8 MATCHING ADVANCE INVOICES AND PREPAYMENT TAX DOCUMENTS

Use the context menu option, **Advance Invoice** to match advance invoices. A context menu option is enabled on the **Customer Invoice** page that is the same as in the IFS Cloud standard *Instant Invoice* page. It opens the *Advance Invoice Reference* dialog box.

× Advance Invoice Reference

**Payer Identity**

DC DG\_CZ - DGCZ Customer

**Series ID**

CD

**Invoice No**

970000009

**Advance Invoice Lines**

☰ ▾ ⌵
24 ▾
☰ ▾

✓	Series ID	Invoice No	PO Reference	Pay Sched ID	Schedule Description	Gross Amount	Net Amount	Tax Amount	Amortized Amount	Project ID
<input type="checkbox"/>	AD	40000014	*	0		1562.50	1562.50	0.00	1162.50	

☰ ▾ ⌵ ✎
24 ▾
☰ ▾

✓	Series ID	Invoice No	Prepayment Tax Document Series ID	Prepayment Tax Document No	Tax Code	Not Matched Amount	Not Matched Tax Amount	Matched Amount	Matched Tax Amount	Matched Tax Amount in Accounting Currency	Matched Tax Amount in Parallel Currency
<input type="checkbox"/>	AD	40000014	TD	2021038	1	0	0	1162.5	232.5	697.5	232.5

Close

In customer order invoice flow based on the order reference, advance invoices will be suggested for matching, at the time of creating delivery invoice. Users can enter advance invoices for matching and if there are prepayment tax documents attached to the advance invoice, the information is filled in prepayment tax document section.

If there is single tax code in all prepayment tax documents available for matching, attached to the advance invoice, **Matched Amount** of prepayment tax document lines will be filled in payment date order.

If there are multiple tax codes in any of the prepayment tax documents available for matching, attached to the advance invoice, **Matched Amount** of prepayment tax document lines will not be filled. The following information message will appear.

In order to match a prepayment tax document, enter the **Matched Amount** of prepayment tax document line as required. **Not Matched Amount** and **Not Matched Tax Amount** indicate the remaining gross amounts and tax amount for matching. The **Matched Tax Amount** is calculated when saved and the tax amount is not editable.

×

### Advance Invoice Reference

Payer Identity DG_CZ - DGCZ Customer	Series ID PR	Invoice No 208831
---	-----------------	----------------------

**Advance Invoice Lines**

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24 ☰

	Series ID	Invoice No	PO Reference	Pay Sched ID	Schedule Description	Gross Amount	Net Amount	Tax Amount	Amortized Amount	Project ID
<input checked="" type="checkbox"/>	II	9700055	*	0		2000.00	2000.00	0.00	2000.00	

☰ ▼ ✎ ✖ 🔍

24 ☰

	Series ID	Invoice No	Prepayment Tax Document Series ID	Prepayment Tax Document No	Tax Code	Not Matched Amount	Not Matched Tax Amount	Matched Amount	Matched Tax Amount	Matched Tax Amount in Accounting Currency	Matched Tax Amount in Parallel Currency
<input type="checkbox"/>	II	9700055	TD	2021040	1	0	0	1500	300	300	900
<input checked="" type="checkbox"/>	II	9700055	TD	2021040	2	0	0	500	53.57	53.57	160.71

Close

Following validations are performed when saving matched amounts of prepayment tax document lines.

- The application validates the date order of matching prepayment tax documents, as the prepayments are offset based on date order and the following error message will appear.

“The advance invoice XX-XXXXXX contains not matched prepayment tax document lines with early payment date”

- The application validates whether matched amounts for prepayment tax document lines are not more than the matched amount of the advance invoice.

“The matched amount of tax Document/s cannot be more than matched amount of the advance invoice XX XXXXX”

- The matched amount of the advance invoice can be more than the matched amount of the tax documents when there are prepayments without tax document. In this scenario, the application gives the following warning message. If clicked on **Yes**, the amounts will be saved.

“The matched amount for the advance invoice XX-XXXXXX is more than matched amount of tax document/s. This is only possible when there are prepayments without tax document. Do you wish to continue?”

After entering/editing the required matching information save and close the dialog box.

Note:

- If the advance invoices are not matched or suggested advance invoices are removed from **Advance invoice reference** dialog box, the delivery invoice will not be offset with any advance invoice.

- Do not use manual offset for matching prepayments with delivery invoices, when there are prepayment tax documents for the prepayment.

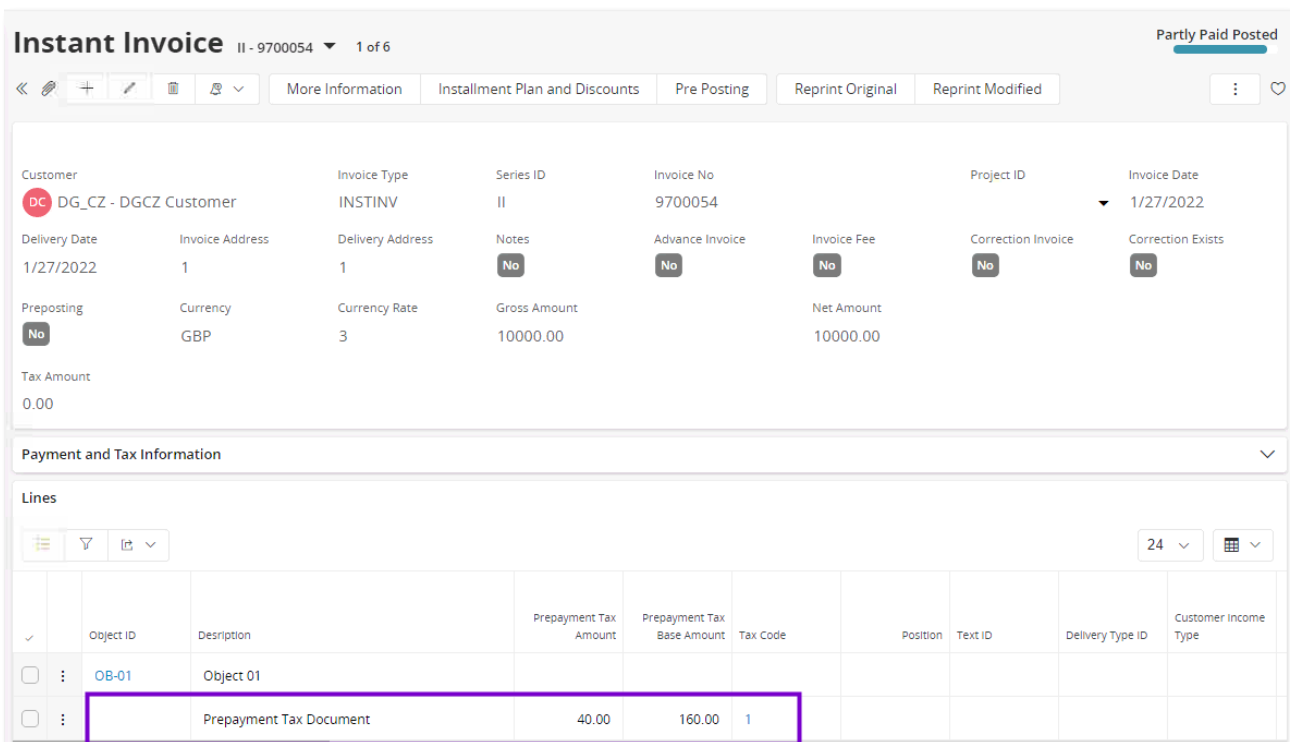
### 13.3.9 PRINT AND POST INVOICE

Print the invoice using the IFS Cloud standard context menu. The Report Data Format (RDF) of the customer order invoice (CUSTOMER\_ORDER\_IVC\_REP) and instant invoice (INSTANT\_INVOICE\_REP) includes data about the matched prepayment tax documents.

```

- <TAX_DOCS>
  - <TAX_DOC>
    <TAX_DOC_NO>TD 2021038</TAX_DOC_NO>
    <ADV_INVOICE_NO>AD 40000014</ADV_INVOICE_NO>
    <TAX_CODE>1</TAX_CODE>
    <TAX_DOC_BASE>1250</TAX_DOC_BASE>
    <TAX_DOC_TAX>312.5</TAX_DOC_TAX>
    <TAX_DOC_BASE_ACC_CURR>3750</TAX_DOC_BASE_ACC_CURR>
    <TAX_DOC_TAX_ACC_CURR>937.5</TAX_DOC_TAX_ACC_CURR>
    <MATCHED_TAX_DOC_BASE>160</MATCHED_TAX_DOC_BASE>
    <MATCHED_TAX_DOC_TAX>40</MATCHED_TAX_DOC_TAX>
    <MATCHED_TAX_DOC_BASE_ACC_CURR>480</MATCHED_TAX_DOC_BASE_ACC_CURR>
    <MATCHED_TAX_DOC_TAX_ACC_CURR>120</MATCHED_TAX_DOC_TAX_ACC_CURR>
    <TAX_DOC_DATE>2022-01-27T00:00:00</TAX_DOC_DATE>
    <TAX_PERCENT>25</TAX_PERCENT>
  </TAX_DOC>
</TAX_DOCS>
  
```

When delivery invoice is printed, a new line will be created on the invoice with prepayment tax document base amount and tax amount.



The screenshot shows the 'Instant Invoice' interface for invoice II - 9700054. The 'Payment and Tax Information' section is expanded to show a table of lines. The following table represents the data shown in the screenshot:

Object ID	Description	Prepayment Tax Amount	Prepayment Tax Base Amount	Tax Code	Position	Text ID	Delivery Type ID	Customer Income Type
OB-01	Object 01							
	Prepayment Tax Document	40.00	160.00	1				

The tax on prepayment will be reversed with delivery invoice postings by using “F” voucher. The following IFS Cloud core postings are used.

PP38	Disbursed Tax, Payments in Advance	Debit
------	------------------------------------	-------



PP40	Contra Acc. Disbursed Tax, Adv Paym.	Credit
------	--------------------------------------	--------

The accounting currency value of the tax reversal postings is calculated based on the delivery invoice currency rate. If the prepayment tax document currency rate is different from the delivery invoice currency rate, additional postings are created for the currency difference. The currency difference is posted using PP61 – Tax Currency Loss / PP62 – Tax Currency Profit and PP40 posting types.

### Customer Invoice Postings Analysis II - 9700054 1 of 1

Customer: **DC** DG\_CZ - DGCZ Customer    Series ID: II    Invoice No: 9700054    Prel No: 208674

Payment Reference:    Self-Billing Ref No:    Currency: GBP

Advance / Prepaym Invoice: **No**    AFP Error: **No**

#### Amounts

#### Posting Information

Voucher Company	Posting Type	Account	Amount	Amount In Accounting Currency	Amount In Parallel Currency
DGCZ	MANUAL	3011 - Sales, taxable	-10000.00	-30000.00	-10000.00
DGCZ	PP38	2670 - Output Tax, Pay...	40.00	120.00	40.00
DGCZ	PP40	2679 - Contra Acc. Out...	-40.00	-120.00	-40.00
DGCZ	IP2	1510 - Accounts receiv...	10000.00	30000.00	10000.00

The tax transactions are transferred to the tax ledger under the delivery invoice reference with all the relevant information.

### 13.3.10 AUTOMATIC OFFSET

In instant invoice flow, the delivery invoice will be automatically offset with advance invoice as per IFS Cloud standard functionality. In customer order invoice flow, delivery invoice will be automatically offset with the advance invoices saved in *Advance Invoice Reference* dialog box.

Note: If manually offsetting prepayments, make sure that the prepayment is not connected to a prepayment tax document. Prepayments with prepayment tax documents cannot be manually offset.

### 13.3.11 RETURNING OF GOODS AND CREDITING/CORRECTING DELIVERY INVOICE

Follow the IFS Cloud standard process, to return the goods and create a credit/correction invoice.

When credit or correction invoices are created through return material authorization process, matched prepayment tax document lines are not created in credit invoice. It is not required to roll back the offset transaction. If the returned goods are delivered again manually offset the credit invoice. If the returned goods are not delivered and the prepayment should be refunded, create a refund for the credit invoice.

If crediting/correcting delivery invoice, without returning goods, create the credit/correction from delivery invoice. After creating credit invoice, delete the matched prepayment tax document lines. If correction invoice is created, do not edit the matched prepayment tax document lines (to make sure that there are no changes to the matched prepayment tax document). It is not required to roll back the offset transaction.

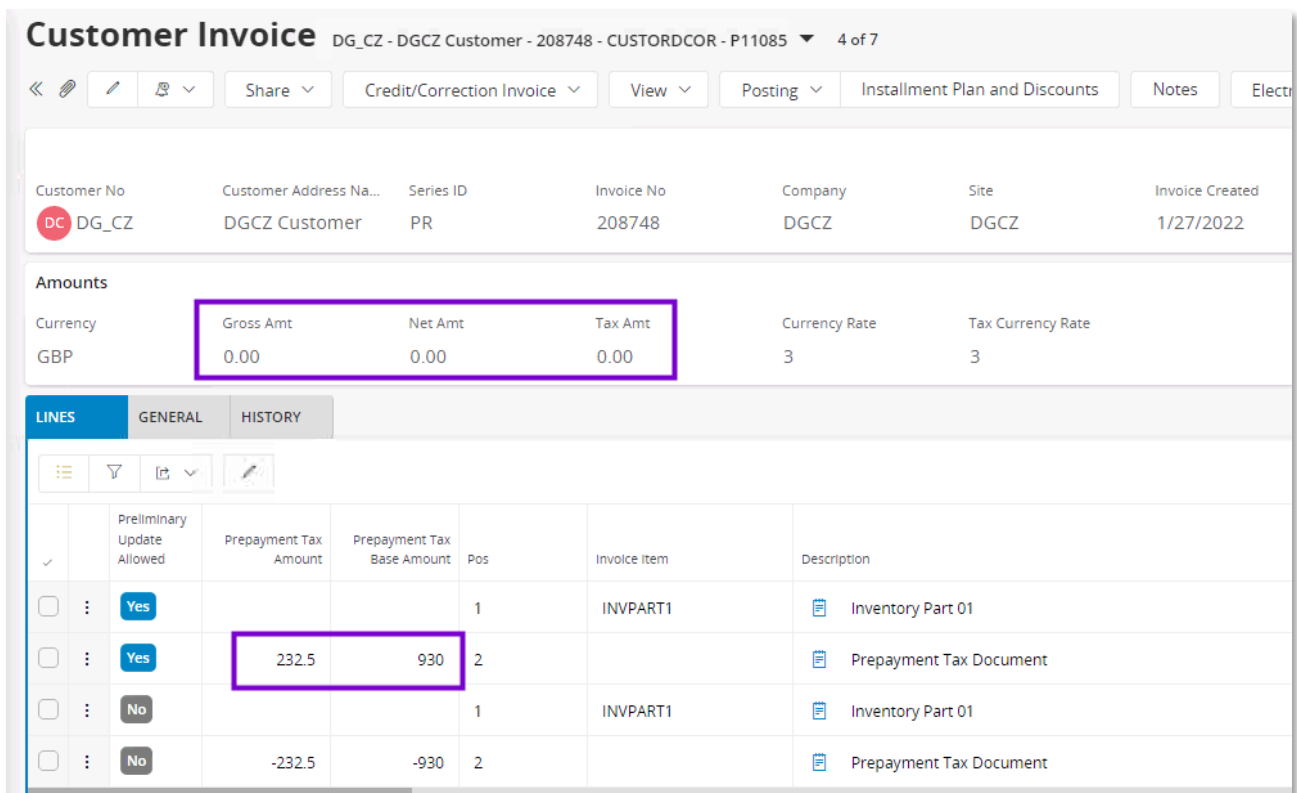
### 13.3.12 ROLL BACK OF OFFSET

If it is required to roll back offset transaction including matched prepayment tax documents, the delivery invoice should be fully credited. After matching of prepayment tax document with delivery invoice, it is not possible to partially reverse matching of prepayment tax document. Full prepayment including full prepayment tax document should be rolled back.

To handle full credit of delivery invoice in instant invoice flow or customer order invoice flow, either create a correction invoice or a credit invoice.

#### 13.3.12.1 Using Correction Invoice

Follow the below steps to roll back offset transaction including matched prepayment tax documents.



**Customer Invoice** DG\_CZ - DGCZ Customer - 208748 - CUSTORDCOR - P11085 4 of 7

Customer No: DG\_CZ, Customer Address Na...: DGCZ Customer, Series ID: PR, Invoice No: 208748, Company: DGCZ, Site: DGCZ, Invoice Created: 1/27/2022

**Amounts**

Currency	Gross Amt	Net Amt	Tax Amt	Currency Rate	Tax Currency Rate
GBP	0.00	0.00	0.00	3	3

**LINES**

✓	Preliminary Update Allowed	Prepayment Tax Amount	Prepayment Tax Base Amount	Pos	Invoice Item	Description
<input type="checkbox"/>	Yes			1	INVPART1	Inventory Part 01
<input type="checkbox"/>	Yes	232.5	930	2		Prepayment Tax Document
<input type="checkbox"/>	No			1	INVPART1	Inventory Part 01
<input type="checkbox"/>	No	-232.5	-930	2		Prepayment Tax Document

**Step 1** – As per the IFS Cloud standard process, use the **Financials/ Accounts Receivable/ Manual Payment/ Customer Payment Rollback** page to completely roll back the offset transaction.

### Customer Payment Rollback

Rollback Complete Payment | Rollback Partial Payment | Notes | Customer Payment Analysis

(1)	Payment Series ID	Payment ID	Registration Date	Payment Date	Payment Type Code	User ID	Voucher Date	Voucher Type	Accounting Year	Voucher No	Rollback Status	Notes	Parent
	CUPAY	126	1/27/2022	1/27/2022	Customer Offset	DG DGOOLI	1/27/2022	B	2022	2022000063	Not Rolled Back	No	

- Add to Favorites
- Rollback Complete Payment
- Rollback Partial Payment

When the offset is rolled back, the delivery invoice Status is changed to **PostedAuth**. The offset transaction, including matched prepayment tax documents in **Advance Invoice Reference** dialog box will get deleted when the offset transaction is rolled back.

### Advance Invoice Reference

Payer Identity: DG\_CZ - DGCZ Customer | Series ID: CD | Invoice No: 970000009

**Advance Invoice Lines**

Series ID	Invoice No	PO Reference	Pay Sched ID	Schedule Description	Gross Amount	Net Amount	Tax Amount	Amortized Amount	Project ID
(No data)									

Series ID	Invoice No	Prepayment Tax Document Series ID	Prepayment Tax Document No	Tax Code	Not Matched Amount	Not Matched Tax Amount	Matched Amount	Matched Tax Amount	Matched Tax Amount in Accounting Currency	Matched Tax Amount in Parallel Currency
(No data)										

Close

**Step 2** – As per the IFS Cloud standard process, use the context menu option **Create Correction Invoice** to credit the delivery invoice.

**Customer Invoice** DG\_CZ - DGCZ Customer - 208748 - CUSTORDCOR - P11085 4 of 7

Customer No: DG\_CZ, Customer Address Na...: DGCZ Customer, Series ID: PR, Invoice No: 208748, Company: DGCZ, Site: DGCZ, Invoice Created: 1/27/2022

**Amounts**

Currency	Gross Amt	Net Amt	Tax Amt	Currency Rate	Tax Currency Rate
GBP	0.00	0.00	0.00	3	3

**LINES** GENERAL HISTORY

✓	Preliminary Update Allowed	Prepayment Tax Amount	Prepayment Tax Base Amount	Pos	Invoice Item	Description
<input type="checkbox"/>	Yes			1	INVPART1	Inventory Part 01
<input type="checkbox"/>	Yes	232.5	930	2		Prepayment Tax Document
<input type="checkbox"/>	No			1	INVPART1	Inventory Part 01
<input type="checkbox"/>	No	-232.5	-930	2		Prepayment Tax Document

Use the correction invoice to fully credit original invoice. Change the **Prepayment Tax Base** and **Prepayment Tax Amount** of the matched prepayment tax document lines to zero.

Print and post the invoice. The reversal of tax on prepayment tax document will be restated when correction invoice is posted.

**Step 3** – As per the IFS Cloud standard process, manually offset the delivery invoice and correction invoice using **Financials/ Accounts Receivable/ Manual Payment/ Customer Offset** page.

### 13.3.12.2 Using Credit Invoice

Follow the below steps to roll back offset transaction including matched prepayment tax documents.

### Customer Invoice

DG\_CZ - DGCZ Customer - 208750 - CUSTORDCRE - P11085 6 of 7

Share Credit/Correction Invoice View Posting Installment Plan and Discounts Notes

Customer No	Customer Address Na...	Series ID	Invoice No	Company	Site	Invoice Created
DC DG_CZ	DGCZ Customer	PR	208750	DGCZ	DGCZ	1/27/2022

**Amounts**

Currency	Gross Amt	Net Amt	Tax Amt	Currency Rate	Tax Currency Rate
GBP	-2500.00	-2000.00	-500.00	3	3

**LINES** GENERAL HISTORY

	Preliminary Update Allowed	Prepayment Tax Amount	Prepayment Tax Base Amount	Pos	Invoice Item	Description
<input type="checkbox"/>	Yes			1	INVPART1	Inventory Part 01
<input type="checkbox"/>	Yes	-20	-80	2		Prepayment Tax Document
<input type="checkbox"/>	Yes	-40	-160	3		Prepayment Tax Document

**Step 1** – As per the IFS Cloud standard process, use the **Financials/ Accounts Receivable/ Manual Payment/ Customer Payment Rollback** page to completely roll back the offset transaction.

When the offset is rolled back, the delivery invoice Status is changed to **PostedAuth**. The offset transaction, including matched prepayment tax documents in the **Advance Invoice Reference** dialog box will get deleted when the offset transaction is rolled back.

**Step 2** – As per the IFS Cloud standard process, use the context menu option **Create Credit Invoice...** to credit the delivery invoice.

If a credit invoice is created, the matched prepayment tax document lines will be negative.

Print and post the credit invoice. Return the goods and reprocess a new customer order.

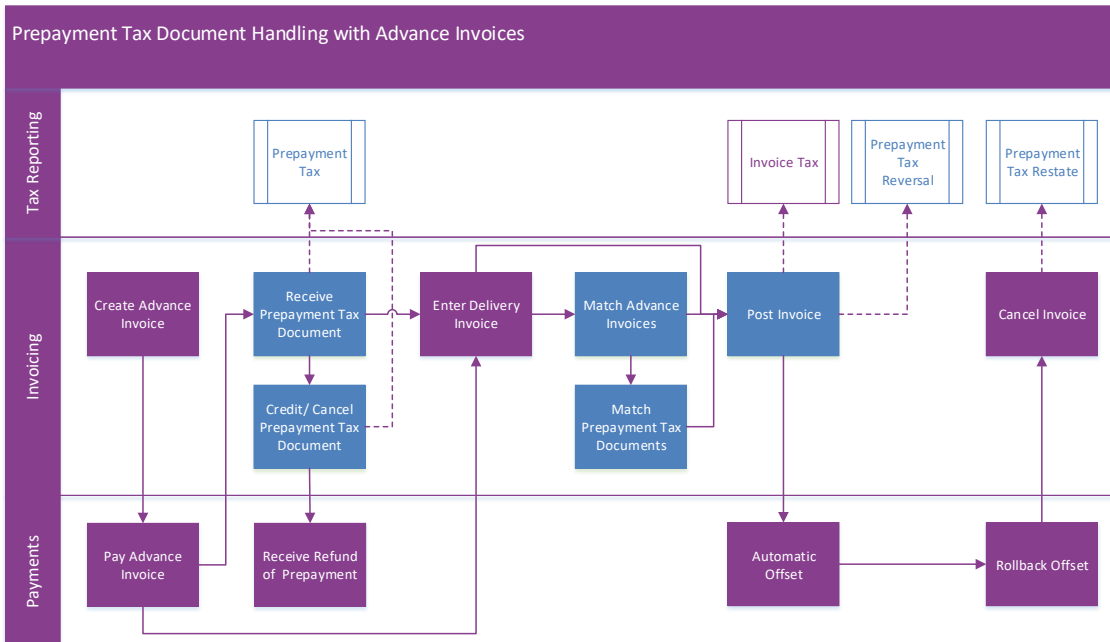
**Step 3** – As per the IFS Cloud standard process, manually offset the delivery invoice and credit invoice using the **Financials/ Accounts Receivable/ Manual Payment/ Customer Offset** page.

Note: Currency Rate Correction option in invoice cannot be used roll back offset transaction, since the advance invoices cannot be matched with correction invoices.

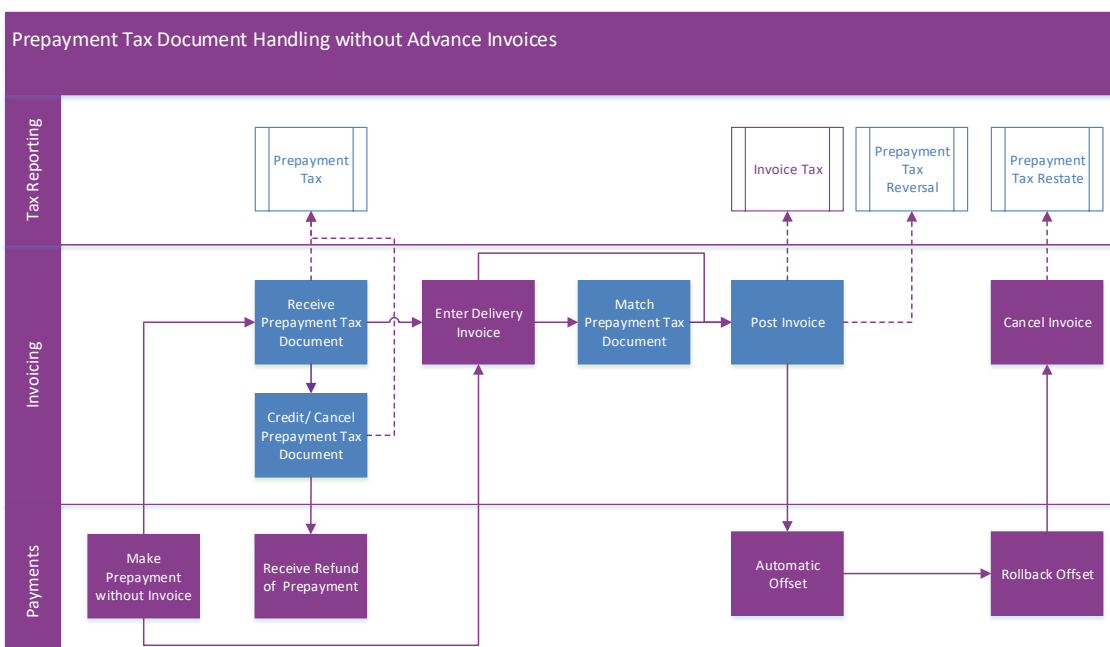
## 13.4 Handling Supplier Prepayment Tax Document

### 13.4.1 SOLUTION

#### 13.4.1.1 Prepayments with Advance Invoices



#### 13.4.1.2 Prepayments without Advance Invoices



- Set up basic data.
  - Create invoice types to handle prepayment tax documents. It is not mandatory to use separate invoice types.
- Make the prepayment.
  - Supplier payment in advance using advance invoice.

- Supplier payment in advance without advance invoice.
- Supplier payment on account.
- Enter received prepayment tax documents.
  - Create a manual supplier invoice.
  - Select prepayment number. A column is introduced in invoice header to select the prepayment.
  - A option is introduced to identify **Prepayment Tax Documents**.
  - Enter tax code, base amount, and tax amount. Two columns are introduced to enter prepayment tax document base amount and tax in invoice line.
  - If required, edit the accounting currency amounts. Two columns are introduced to enter prepayment tax document base amount and tax amount in accounting currency.
- Enter delivery invoice.
- Match prepayments and post invoice.
  - If advance invoices are used, match the prepayments using the advance invoice matching command in *Manual Supplier Invoice*. Prepayment tax document matching is linked to the advance invoice matching command in IFS Cloud standard process.
  - If advance invoices are not used, match the prepayment tax documents manually in invoice lines.
  - The invoice posting is modified to generate entries for prepayment tax document matching.
- Offset prepayments.
  - Prepayments made with advance invoice are offset with delivery invoice, as per the IFS Cloud standard process.
  - Prepayments made without advance invoice should be offset manually with delivery invoice using **Mixed Payment** or **Supplier Offset Proposal**, as per the IFS Cloud standard process.
- Crediting prepayment tax documents.
  - Create a manual supplier invoice.
  - Refer to original prepayment tax document.
  - An option is introduced to identify **Prepayment Tax Documents**.
  - Enter tax code, base amount, and tax amount. Two columns are introduced to enter prepayment tax document base amount and tax in invoice line.
  - If required, edit the accounting currency amounts. Two columns are introduced to enter prepayment tax document base amount and tax amount in accounting currency.

#### 13.4.2 MAKE THE PREPAYMENT

Based on the advance invoice received from supplier, create an advance invoice by using the IFS Cloud standard manual supplier invoice flow. Make the payment to the advance invoice. This can be full payment or partial payment. There can be multiple payments for advance invoice.

If the prepayment is not based on an advance invoice received from supplier, enter the prepayment as a supplier payment in advance or supplier payment on account. The supplier should be selected when making the payment. This is IFS Cloud standard process.

#### 13.4.3 ENTER RECEIVED PREPAYMENT TAX DOCUMENT

Based on the document received from supplier, create a prepayment tax document in the IFS Cloud. Go to *Financials/ Supplier Invoice/ Manual Supplier Invoice* and create a new invoice. You may select a different invoice type as required. Go to *More Information* dialog box and select the relevant prepayment series and number in the **Prepayment Series ID** and **Prepayment No** fields.

✕

### More Information

Reference Series SI	Reference Invoice No ADV01134	Invoice Recipient ASRESE - Åsa Regnstrand
Supplier Invoice Address 1	Delivery Address 1	Use Project Address for Tax <input type="checkbox"/> No
Reference Supplier SUPCZ	Preliminary Code	National Bank Code
Nature Of Business		Creator Reference
Tax Currency Rate 0.8	Parallel Currency Rate 1	Delivery Date 1/13/2022
Transfer Status		Tax Invoice Series ID
Correction Reason ID		Tax Invoice No
Branch		Tax Invoice Date
Prepayment Series ID SUPIA	Prepayment No 27	Customs Declaration Date
Supplier Branch		Prepayment Type PPINV - Prepayment type invoices
Above Tax Control Limit <input type="checkbox"/> No		

OK
Cancel

When the prepayment number is entered,

1. The advance invoice number is fetched to the **Reference Series** and **Reference Invoice No** field in **More Information** dialog box.
2. The currency rate is fetched to the **Currency Rate** and **Tax Currency Rate** fields based on the rate used in the prepayment.
3. If **Prepayment Type** is defined in advance invoice of the prepayment, it is fetched.
4. The **Prepayment Tax Document** option is selected.

When the prepayment is made without an advance invoice, the **Reference Series** and **Reference Invoice No** field will not be filled.



**Manual Supplier Invoice** SI - TAX01138 1 of 1 Preliminary

New Manual Supplier Invoice Posting Proposal More Information Pre Posting Installment Plan And Discounts Copy and Cancel Use Invoice Template Create Invoice Template

---

PO Reference: Invoice Type: SUPPINV  
 Receipt Reference: Series ID: SI  
 Sub Contract Reference: Invoice No: TAX01138  
 Invoice Advice Reference: Currency: USD  
 Project ID: Currency Rate: 1  
 Supplier: SUPCZ - Chechz supplier AR  
 Invoice Date: 1/13/2022  
 Arrival Date: 1/13/2022  
 Pay Term Base Date: 1/13/2022  
 Payment Terms: 0 - Due Immediately  
 Due Date: 1/13/2022  
 Plan Pay Date: 1/13/2022  
 Payment Reference: Voucher Type Reference: Voucher No Reference:  
 Authorizer ID: Notes: No  
 Advance Invoice: No  
 Period Allocation: No  
 Pre-posting: No  
 Received Attachments: No  
 On Hold Installment: No  
 Posting Proposal: Yes

Prepayment Tax Document: **Yes**  
 Gross Amount: 0.00  
 Net Amount: 0.00  
 Tax Amount: 0.00

---

**Line Information**

Gross Amount	Net Amount	Tax Amount	Non-deductible Tax Amount	Cost Amount
0.00	0.00	0.00	0.00	0.00

---

**Lines**

Line ID	Tax Code	Tax (%)	Gross Amount	Net Amount	Tax Amount	Prepayment Tax Amount	Prepayment Tax Base Amount	Prepayment Tax Amount in Accounting Currency	Prepayment Tax Base Amount in Accounting Currency	Tax Amount in Accounting Currency	Tax Amount in Parallel Currency	Reference Series	Ref Invoice No	Non-deductible Tax Amount	Cost Amount	Total Tax Amount
1	1	25	0.00	0.00	0.00	200.00	800.00	200.00	800.00	0.00	0.00	SI	ADV01131	0.00	0.00	0.00

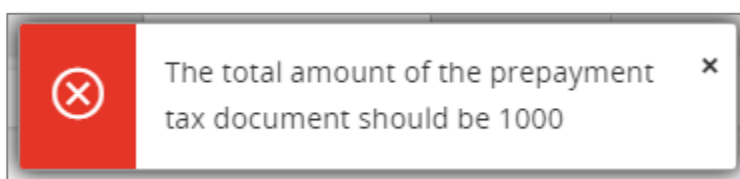
Go to lines and enter prepayments tax document lines as in the documents received from supplier. The prepayment tax document contains following characteristics.

- Header details such as invoice date are editable.
- The **Gross Amount**, **Net Amount** and **Tax Amount** is zero and not editable.
- The prepayment tax document tax amount and base amount are entered in the **Prepayment Tax Amount** and **Prepayment Tax Base Amount** columns. Negative values cannot be entered.
- Prepayment tax document can be cancelled in the **PostedAuth** status.
- The currency rate and tax currency rate are fetched to the prepayment tax document based on the rates used for the prepayment and they are editable.
- The amounts in accounting currency are calculated using tax currency rate and can be edited in the **Prepayment Tax Amount in Accounting Currency** and **Prepayment Tax Base in Accounting Currency** columns.

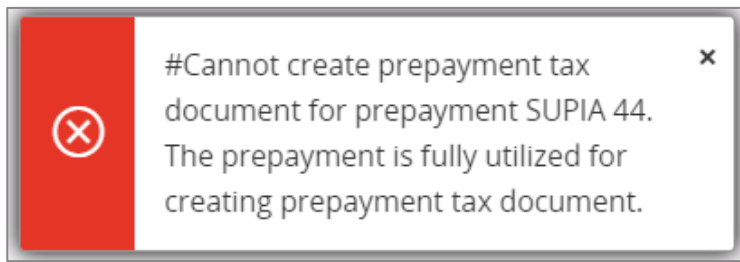
Note: Prepayment tax document can be cancelled only when it is not matched with a delivery invoice or credited.

When saving prepayment tax document following validations are performed.

- The application validates whether total value of the prepayment tax document is equal to open amount of the prepayment.



- The application validates whether the prepayment is fully utilized for creating prepayment tax document.



Also, the IFS Cloud standard question message for zero invoice is appearing when saving.

If posting proposal option is enabled, the prepayment tax document will be saved in preliminary status. If option, **Zero Invoices Posted According to Posting Control**, in the **Application Base Setup/ Enterprise/ Company/ Company** page **Invoice/Supplier Invoice Workflow** tab is not enabled, a zero posting line needs to be manually entered in posting proposal. Follow the IFS Cloud standard process to post it.

If the posting proposal option is disabled, the prepayment tax document is posted when saving the invoice. The prepayment tax document status is changed to **PaidPosted**.

The following IFS Cloud standard postings are used for posting the tax amounts of the prepayment tax document.

PP39	Received Tax, Payments in Advance	Debit
PP41	Contra Acc Received Tax, Adv Paym.	Credit

**Voucher Details Analysis** | 2022000024 | 1 of 1

Approved

Voucher Type: I, Voucher No: 2022000024, Function Group: I, Voucher Date: 1/13/2022, Accounting Year: 2022, Period: 1, Multi-Company Voucher: No, Notes: No

Voucher Text: Chechz supplier AR

Reference Voucher Information

Company	Type	Number	Voucher Year

Entry Information

Entered By	Entry Date	User Group
ASRESE	1/13/2022	AC

Approval Information

First Approved By	Approved Date	User Group
ASRESE	1/13/2022	AC
Second Approved By	Approved Date	User Group

Voucher Rows

Row No	Transaction Code	Account	Currency Code	Currency Rate	Conversion Factor	Debit Amount	Credit Amount	Amount	Reference Series	Reference Number	Currency Debit Amount	Currency Credit Amount	Currency Amount	Debit Amount in Parallel Currency
1	IP1	2440 - Accounts paya...	USD	1	1	0.00	0.00	0.00	SI	TAX011310	0.00	0.00		
2	PP39	2680 - Input Tax, Pay...	USD	1	1	200.00		200.00	SI	TAX011310	200.00		200.00	172.41
3	PP41	2689 - Contra Acc. Ing...	USD	1	1		200.00	-200.00	SI	TAX011310		200.00	-200.00	

Note: Additionally, “IP1 – Supplier Debts, Invoice” entry is created with zero amount in “I” voucher. Also, “U” voucher is created for the payment of invoice with zero amounts using posting type, “IP1 – Supplier Debts, Invoice”. This is IFS Cloud standard functionality for zero invoices.

**Voucher Details Analysis** U - 202200014 7 of 7 Approved

Notes

Voucher Type	Voucher No	Function Group	Voucher Date	Accounting Year	Period	Multi-Company Voucher	Notes
U	202200014	U	1/13/2022	2022	1	No	No
Voucher Text				Update Error			

Reference Voucher Information

Company	Type	Number	Voucher Year
---------	------	--------	--------------

Entry Information			Approval Information		
Entered By	Entry Date	User Group	First Approved By	Approved Date	User Group
ASRESE	1/13/2022	AC	ASRESE	1/13/2022	AC
Second Approved By			Approved Date	User Group	

Voucher Rows

Row No	Transaction Code	Account	Currency Code	Currency Rate	Conversion Factor	Debit Amount	Credit Amount	Amount	Reference Series	Reference Number	Currency Debit Amount	Currency Credit Amount	Currency Amount	Debit Amount In Parallel Currency
1	IP1	2440 - Accounts paya...	USD	1	1	0.00		0.00	SI	TAX011310	0.00		0.00	0.00
2	IP1	2440 - Accounts paya...	USD	1	1		0.00	0.00	SI	TAX011310		0.00	0.00	

### 13.4.4 ENTER DELIVERY INVOICE

Enter the delivery invoice received from supplier as per the IFS Cloud standard process and do not post the invoice before matching the prepayments.

### 13.4.5 MATCHING PREPAYMENTS AND POST INVOICE

#### 13.4.5.1 Prepayments with advance invoices

As the IFS Cloud standard process and use the **Advance Invoices** command to match advance invoices with prepayment tax documents.

Advance Invoice Reference

Payee Identity	Series ID	Invoice No
<span style="color: green; font-weight: bold;">CS</span> SUPCZ - Chechz supplier AR	SI	DEL011310

**Advance Invoice Lines**

☰ ⌵ 📄 + ✎ 🗑 📄 🔊

(1) ✓	Series ID	Invoice No	PO Reference	Pay Sched ID	Schedule Description	Gross Amount	Net Amount	Tax Amount	Amortized Amount	Project ID
<input checked="" type="checkbox"/>	SI	ADV01139	*	0		1000.00	1000.00	0.00	1000.00	

⌵
Save
Cancel Edit

Series ID	Invoice No	Prepayment Tax Document Series ID	Prepayment Tax Document No	Tax Code	Not Matched Amount	Not Matched Tax Amount	Matched Amount	Matched Tax Amount	Matched Tax Amount in Accounting Currency	Matched Tax Amount in Parallel Currency
SI	ADV01139	SI	TAX011310	1	1000	200	1000	200	200	172.41

Close

Enter the prepayment tax document matched amount and matched tax amount as required and save the dialog box. Then post the invoice. The following IFS Cloud standard postings are used for reversing the tax amounts of the prepayment tax document.

PP39	Received Tax, Payments in Advance	Credit
PP41	Contra Acc Received Tax, Adv Paym.	Debit

Supplier Invoice Vouchers

I 2022000029

🔍

Voucher Type	Voucher No	Date	Year
I	2022000029	1/14/2022	2022

**Voucher Postings**

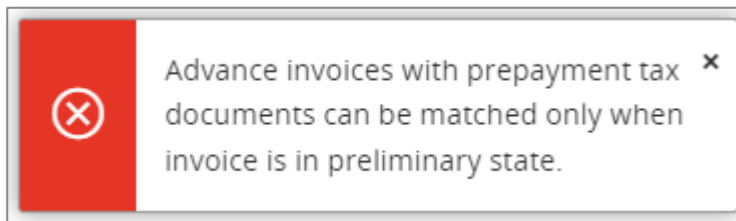
☰ ⌵ 📄

✓	Voucher Company	Account	Transaction Code	Currency Code	Currency Rate	Conversion Factor	Debit Amount in Transaction Currency	Credit Amount in Transaction Currency	Amount in Transaction Currency	Debit Amount in Accounting Currency	Credit Amount in Accounting Currency	Amount in Accounting Currency
<input type="checkbox"/>	ARPP-CZ	2440 - Accounts payable - trade	IP1	EUR	0.86	1		1500.00	-1500.00		1290.00	-1290.00
<input type="checkbox"/>	ARPP-CZ	2641 - Charged input VAT	IP26	EUR	0.5	1	0.00		0.00	108.00		108.00
<input type="checkbox"/>	ARPP-CZ	2641 - Charged input VAT	IP3	EUR	0.5	1	300.00		300.00	150.00		150.00
<input type="checkbox"/>	ARPP-CZ	1010 - Expenses carried forward	MANUAL	EUR	0.86	1	1200.00		1200.00	1032.00		1032.00
<input type="checkbox"/>	ARPP-CZ	2680 - Input Tax, Payments in Advance	PP39	EUR	0.5	1		200.00	-200.00		100.00	-100.00
<input type="checkbox"/>	ARPP-CZ	2689 - Contra Acc. Input Tax, Adv. Paym	PP41	EUR	0.5	1	200.00		200.00	100.00		100.00
<input type="checkbox"/>	ARPP-CZ	2689 - Contra Acc. Input Tax, Adv. Paym	PP41	EUR	0.5	1	0.00		0.00	40.00		40.00
<input type="checkbox"/>	ARPP-CZ	2641 - Charged input VAT	PP61	EUR	0.5	1		0.00	0.00		40.00	-40.00

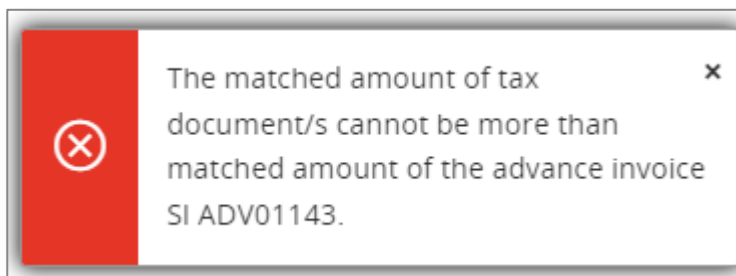
The accounting currency value of the tax reversal postings is calculated based on the delivery invoice currency rate. If the prepayment tax document currency rate is different from the delivery invoice currency rate, additional postings are created for the currency difference. The currency difference is posted using PP61 – Tax Currency Loss / PP62 – Tax Currency Profit and PP41 posting types.

Following validations are performed when saving matched amounts of prepayment tax document lines.

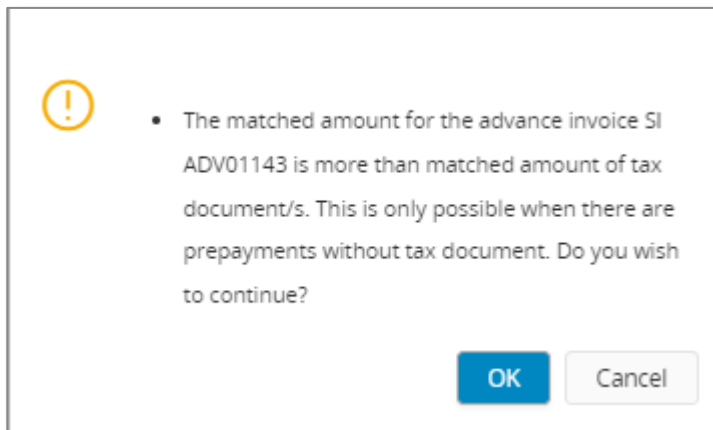
- If there are prepayment tax documents attached to the advance invoice, the matching should be done only when the invoice is in **Preliminary** state. In all other scenarios, the postings for reversing tax document will not be created.



- The application validates the date order of matched prepayment tax documents, as the prepayments are offset based on date order and the following error message will appear, "The advance invoice II 9700017 contains not matched prepayment tax document lines with early payment date"
- The application validates whether matched amounts for prepayment tax document lines are not more than the matched amount of the advance invoice.



- The matched amount of the advance invoice can be more than the matched amount of the tax documents when there are prepayments without tax document. In this scenario, the application gives the following warning message. If clicked on **OK**, the amounts will be saved.



Note: Do not use manual offset for matching prepayments with delivery invoices, when there are prepayment tax documents for the prepayment.

### 13.4.6 PREPAYMENTS WITHOUT ADVANCE INVOICES

Enter the delivery invoice as per the IFS Cloud standard process. Add a new line to match prepayment tax document. Enter the relevant prepayment tax document number to the **Reference Series** and **Ref Invoice No.**

**Manual Supplier Invoice** SI - DEL01264 2 of 2 Posted Auth

[New Manual Supplier Invoice](#)
[Posting Proposal](#)
[More Information](#)
[Pre Posting](#)
[Installment Plan And Discounts](#)
[View Vouchers](#)
[Copy and Cancel](#)
[Use Invoice Template](#)

PO Reference	Receipt Reference	Sub Contract Reference	Invoice Advice Reference	Project ID	Supplier
Invoice Type	Series ID	Invoice No	Currency	Currency Rate	Supplier
1/26/2022	SI	DEL01264	EUR	0.9	SUPCZ - Checiz supplier AR
Pay Term Base Date	Payment Terms	Due Date	Plan Pay Date	Payment Reference	Invoice Date
1/26/2022	0 - Due Immediately	1/26/2022	1/26/2022	I	1/26/2022
Authorizer ID	Notes	Advance Invoice	Period Allocation	Pre-posting	Received Attachments
*	No	No	No	No	No
Prepayment Tax Document	Gross Amount	Net Amount	Tax Amount	On Hold Installment	Posting Proposal
No	1000.00	800.00	200.00	No	Yes

Line Information				
Gross Amount	Net Amount	Tax Amount	Non-deductible Tax Amount	Cost Amount
1000.00	800.00	200.00	0.00	800.00

Lines																
Line ID	Tax Code	Tax (%)	Gross Amount	Net Amount	Tax Amount	Prepayment Tax Amount	Prepayment Tax Base Amount	Prepayment Tax Amount in Accounting Currency	Prepayment Tax Base Amount in Accounting Currency	Tax Amount in Accounting Currency	Tax Amount in Parallel Currency	Reference Series	Ref Invoice No	Non-deductible Tax Amount	Cost Amount	
1	1	25	1000.00	800.00	200.00					120.00	200.00			0.00	800.00	
2	1	25	0.00	0.00	0.00	200.00	800.00	120.00	480.00	0.00	0.00	SI	TAX01264	0.00	0.00	

When the **Ref Invoice No** is entered the remaining **Prepayment Tax Base Amount** and **Prepayment Tax Amount** are fetched to the invoice line. This will be fetched only if the referred prepayment tax document belongs to the same supplier and is in the same currency as the delivery invoice. Edit the **Prepayment Tax Base Amount** and **Prepayment Tax Amount** as per values in the received supplier invoice. Then edit the **Prepayment Tax Base Amount in Accounting Currency** and **Prepayment Tax Amount in Accounting Currency** as per values in the received supplier invoice. The amounts in accounting currency are calculated based on prepayment tax document currency rate when fetching the amounts and the amounts are not recalculated after changing fetched amounts.

When saving following validations are performed.

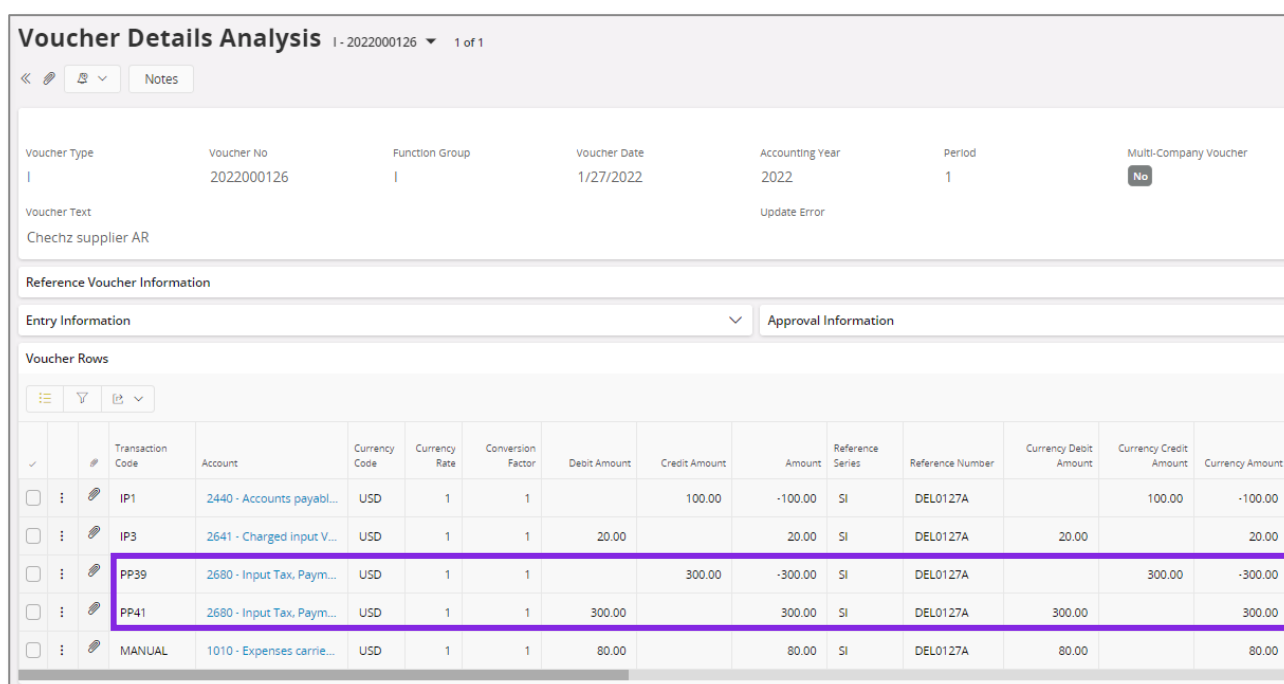
The application validates whether the tax code entered for matching exists in the prepayment tax document. If the tax codes do not exist, it will trigger the message “The entered tax code VAT10 for matching/crediting does not exist in prepayment tax document STD776.”

The application validates whether the matching amount of the prepayment tax document is in line with the remaining matching amount. If not the following message will be triggered “The maximum matching amount for the tax code VAT20 of the prepayment tax document STD 780 us 113.33.”

Then, post the invoice as per the IFS Cloud standard process. Tax on prepayment tax document is reversed as follows.

PP39	Received Tax, Payments in Advance	Credit
PP41	Contra Acc Received Tax, Adv Paym.	Debit

The reference to the prepayment tax document is available in reversal voucher lines. In the Voucher Details Analysis, the reversal voucher lines can be seen for the PP39 and PP41 posting.



**Voucher Details Analysis** | - 2022000126 | 1 of 1

Voucher Type: | Voucher No: 2022000126 | Function Group: | Voucher Date: 1/27/2022 | Accounting Year: 2022 | Period: 1 | Multi-Company Voucher: No

Voucher Text: Chechz supplier AR | Update Error

Reference Voucher Information

Entry Information | Approval Information

Voucher Rows

✓	✖	Transaction Code	Account	Currency Code	Currency Rate	Conversion Factor	Debit Amount	Credit Amount	Amount	Reference Series	Reference Number	Currency Debit Amount	Currency Credit Amount	Currency Amount
<input type="checkbox"/>	<input type="checkbox"/>	IP1	2440 - Accounts payabl...	USD	1	1		100.00	-100.00	SI	DEL0127A		100.00	-100.00
<input type="checkbox"/>	<input type="checkbox"/>	IP3	2641 - Charged input V...	USD	1	1	20.00		20.00	SI	DEL0127A	20.00		20.00
<input type="checkbox"/>	<input type="checkbox"/>	PP39	2680 - Input Tax, Paym...	USD	1	1		300.00	-300.00	SI	DEL0127A		300.00	-300.00
<input type="checkbox"/>	<input type="checkbox"/>	PP41	2680 - Input Tax, Paym...	USD	1	1	300.00		300.00	SI	DEL0127A	300.00		300.00
<input type="checkbox"/>	<input type="checkbox"/>	MANUAL	1010 - Expenses carri...	USD	1	1	80.00		80.00	SI	DEL0127A	80.00		80.00

Note: Do not add manual postings for the reversal of tax on prepayment.

### 13.4.7 OFFSET OF PREPAYMENT

#### 13.4.7.1 Prepayments with advance invoices

The delivery invoice will be automatically offset with advance invoice as per IFS Cloud standard functionality when advance invoices are referred using the **Advance Invoices** command.

### 13.4.7.2 Prepayments without advance invoices

After manually matching prepayment tax document and posting delivery invoice go to the **Financials/ Cash Book/ Mixed Payment** page and offset the delivery invoice with the relevant prepayment. *Supplier Offset Proposal*.

### 13.4.8 RETURNING OF GOODS AND CREDITING DELIVERY INVOICE

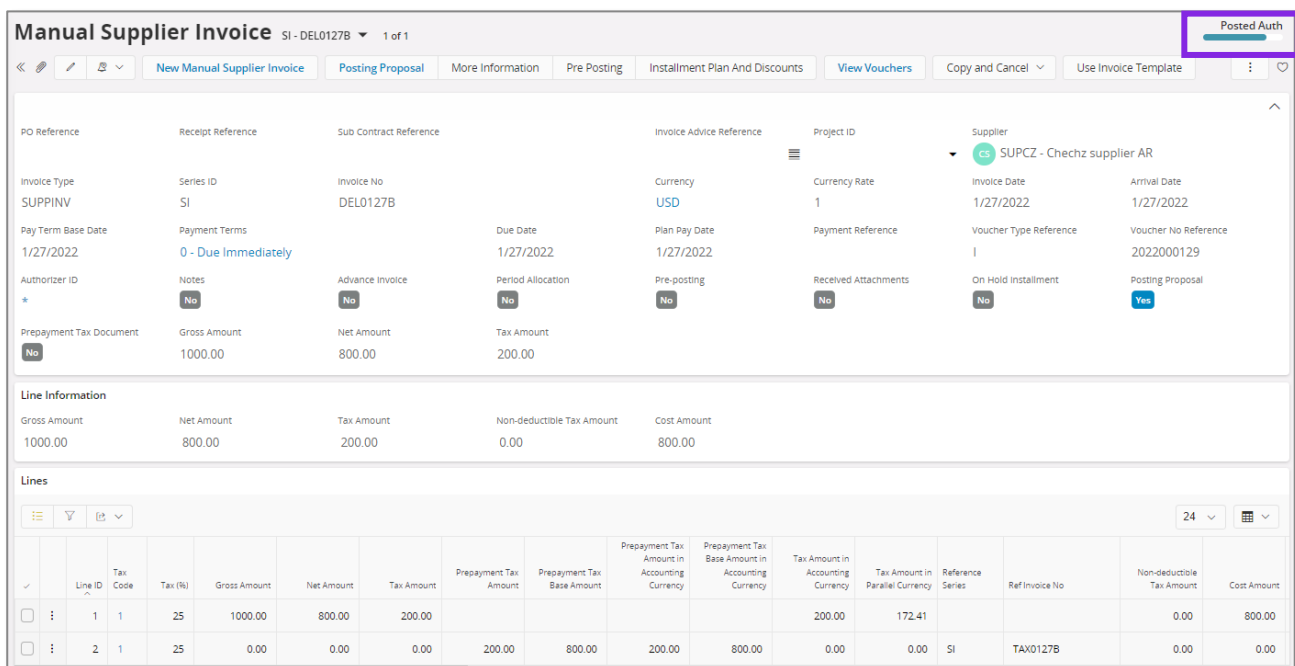
Follow the IFS Cloud standard process, to return the goods and create credit invoice based on the credit invoice received from supplier. It is not required to roll back the offset transaction. If the returned goods are delivered again manually offset the credit invoice. If the returned goods are not delivered and the prepayment is refunded, create a refund for the credit invoice.

### 13.4.9 ROLLBACK OF OFFSET

If an offset transaction needs to be rolled back due to user errors or issue of new invoice by supplier, follow the IFS Cloud standard process.

#### 13.4.9.1 Prepayments with advance invoices

Go to *Financials/ Accounts Payable/ Manual Payment/ Supplier Payment Rollback* page and completely roll back the offset transaction. When the offset is rolled back, the delivery invoice Status is changed to **PostedAuth**. The offset transaction, including matched prepayment tax documents in **Advance Invoice Reference** dialog will get deleted when the offset transaction is rolled back.



The screenshot displays the 'Manual Supplier Invoice' interface for invoice SI - DEL0127B. The status 'Posted Auth' is highlighted in a red box in the top right corner. The interface includes a header with navigation buttons like 'New Manual Supplier Invoice', 'Posting Proposal', and 'View Vouchers'. Below the header, there are fields for PO Reference, Receipt Reference, Sub Contract Reference, Invoice Advice Reference, Project ID, and Supplier (SUPCZ - Checuz supplier AR). The 'Supplier' field is highlighted in a red box. The 'Invoice Date' and 'Arrival Date' are both 1/27/2022. The 'Payment Reference' is 'I' and 'Voucher No Reference' is '2022000129'. The 'Posting Proposal' field is set to 'Yes'. The 'Prepayment Tax Document' is set to 'No'. The 'Line Information' section shows a Gross Amount of 1000.00, Net Amount of 800.00, Tax Amount of 200.00, Non-deductible Tax Amount of 0.00, and Cost Amount of 800.00. The 'Lines' section contains a table with columns for Line ID, Tax Code, Tax (%), Gross Amount, Net Amount, Tax Amount, Prepayment Tax Amount, Prepayment Tax Base Amount, Prepayment Tax Amount in Accounting Currency, Prepayment Tax Base Amount in Accounting Currency, Tax Amount in Accounting Currency, Tax Amount in Parallel Currency, Reference Series, Ref Invoice No, Non-deductible Tax Amount, and Cost Amount. The table has two rows: Row 1 (Line ID 1) has a Gross Amount of 1000.00, Net Amount of 800.00, Tax Amount of 200.00, and Cost Amount of 800.00. Row 2 (Line ID 2) has a Gross Amount of 0.00, Net Amount of 0.00, Tax Amount of 0.00, and Cost Amount of 0.00.



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### Advance Invoice Reference

Payee Identity <b>SUPCZ - Chechz supplier AR</b>	Series ID SI	Invoice No DEL0127B
---	-----------------	------------------------

**Advance Invoice Lines**

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✓	Series ID	Invoice No	PO Reference	Pay Sched ID	Schedule Description	Gross Amount	Net Amount	Tax Amount	Amortized Amount	Project ID
(No data)										

☰
▼

✓	Series ID	Invoice No	Prepayment Tax Document Series ID	Prepayment Tax Document No	Tax Code	Not Matched Amount	Not Matched Tax Amount	Matched Amount	Matched Tax Amount	Matched Tax Amount in Accounting Currency	Matched Tax Amount in Parallel Currency
(No data)											

Close

Then cancel the delivery invoice. The reversal of tax on prepayment tax document will be restated when the invoice is canceled.

#### Voucher Details Analysis K - 2022000007 1 of 1

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Notes

Voucher Type <b>K</b>	Voucher No 2022000007	Function Group K	Voucher Date 1/27/2022	Accounting Year 2022	Period 1	Multi-Company Voucher <span style="background-color: #ccc; padding: 2px 5px;">No</span>
Voucher Text Chechz supplier AR			Update Error			

**Reference Voucher Information**

Company ARPP-CZ	Type I	Number 2022000129	Voucher Year 2022
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Entry Information
Approval Information

**Voucher Rows**

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✓	Transaction Code	Account	Currency Code	Currency Rate	Conversion Factor	Debit Amount	Credit Amount	Amount	Reference Series	Reference Number	Currency Debit Amount	Currency Credit Amount	Currency Amount
<input type="checkbox"/>	IP3	2641 - Charged input V...	USD	1	1	-200.00		-200.00	SI	DEL0127B	-200.00		-200.00
<input type="checkbox"/>	IP1	2440 - Accounts payabl...	USD	1	1		-1000.00	1000.00	SI	DEL0127B		-1000.00	1000.00
<input type="checkbox"/>	PP39	2680 - Input Tax, Paym...	USD	1	1		-200.00	200.00	SI	DEL0127B		-200.00	200.00
<input type="checkbox"/>	PP41	2689 - Contra Acc. Inpu...	USD	1	1	-200.00		-200.00	SI	DEL0127B	-200.00		-200.00
<input type="checkbox"/>	MANUAL	1010 - Expenses carri...	USD	1	1	-800.00		-800.00	SI	DEL0127B	-800.00		-800.00

Enter a new delivery invoice and re-match the advance invoice as per the invoice received from supplier.

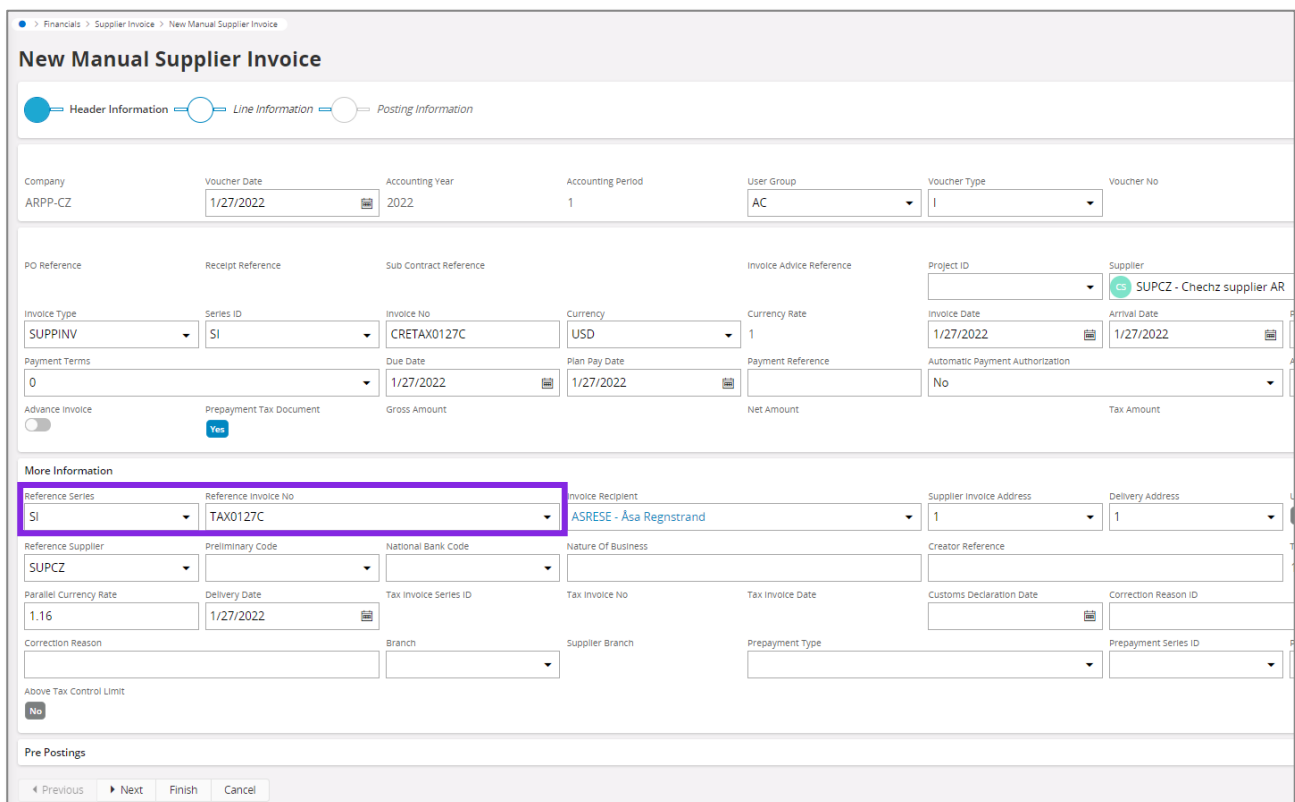
### 13.4.9.2 Prepayments without advance invoices

Go to the **Financials/ Cash Book/ Mixed Payment** page and cancel the payment. When the offset is rolled back, the delivery invoice **Status** is changed to **PostedAuth**. Then cancel the delivery invoice. The reversal of tax on prepayment tax document will be restated when invoice is canceled. Enter a new delivery invoice and re-match the prepayment tax documents as per the invoice received from supplier. Then offset prepayment in **Mixed Payment**. If the offset is done in **Financials/ Accounts Payable/ Manual Payment/ Supplier Offset Proposal**, the rollback of the offset is done in **Financials/ Accounts Payable/ Manual Payment/ Supplier Payment Rollback** page.

### 13.4.10 CREDITING PREPAYMENT TAX DOCUMENT

When part of the prepayment is matched, and the remaining amount is refunded by the supplier, the prepayment tax documents attached to the prepayment are credited with the remaining amount.

Based on the document received from the supplier, create a credit prepayment tax document in the application. Go to **Financials/ Supplier Invoice/ Manual Supplier Invoice** and create a new invoice. You may select a different invoice type as required. Go to the **More Information** section and select the relevant prepayment tax document to be credited in **Reference Series** and **Reference Invoice No.**



The screenshot shows the 'New Manual Supplier Invoice' form. The 'More Information' section is highlighted with a purple box, indicating the selection of 'SI' for Reference Series and 'TAX0127C' for Reference Invoice No. The 'Prepayment Tax Document' option is selected under the 'Advance Invoice' section.

When a prepayment tax document of the same supplier in the same currency is selected in **Reference Invoice No.**, the **Prepayment Tax Document** option will be selected.

The currency rate is fetched to the **Currency Rate** and **Tax Currency Rate** fields based on the debit tax document. If the currency rate is different from the credit tax document received from the supplier change it as required.

**Manual Supplier Invoice** SI - CRETAX0127C 1 of 1 Preliminary

PO Reference: \_\_\_\_\_ Receipt Reference: \_\_\_\_\_ Sub Contract Reference: \_\_\_\_\_ Invoice Advice Reference: \_\_\_\_\_ Project ID: \_\_\_\_\_ Supplier: **SUPCZ - Chechz supplier AR**

Invoice Type: SUPPINV Series ID: SI Invoice No: CRETAX0127C Currency: USD Currency Rate: 1 Invoice Date: 1/27/2022 Arrival Date: 1/27/2022

Pay Term Base Date: 1/27/2022 Payment Terms: 0 - Due Immediately Due Date: 1/27/2022 Plan Pay Date: 1/27/2022 Payment Reference: \_\_\_\_\_ Voucher Type Reference: \_\_\_\_\_ Voucher No Reference: \_\_\_\_\_

Authorizer ID: \* \_\_\_\_\_ Notes:  No Advance Invoice:  No Period Allocation:  No Pre-posting:  No Received Attachments:  No On Hold Installment:  No Posting Proposal:  Yes

**Prepayment Tax Document**  Yes

Gross Amount: 0.00 Net Amount: 0.00 Tax Amount: 0.00 Non-deductible Tax Amount: 0.00 Cost Amount: 0.00

**Line Information**

Gross Amount	Net Amount	Tax Amount	Non-deductible Tax Amount	Cost Amount
0.00	0.00	0.00	0.00	0.00

**Lines**

Line ID	Tax Code	Tax (R)	Gross Amount	Net Amount	Tax Amount	Prepayment Tax Amount	Prepayment Tax Base Amount	Prepayment Tax Amount in Accounting Currency	Prepayment Tax Base Amount in Accounting Currency	Tax Amount in Accounting Currency	Tax Amount in Parallel Currency	Reference Series	Ref Invoice No	Non-deductible Tax Amount	Cost Amount
1	1	25	0.00	0.00	0.00	-200.00	-800.00	-200.00	-800.00	0.00	0.00	SI	TAX0127C	0.00	0.00

Go to lines and enter prepayments tax document lines as in the documents received from supplier. The prepayment tax amount and base amount are entered in the **Prepayment Tax Amount** and **Prepayment Tax Base Amount** columns. Positive values cannot be entered.

When saving prepayment tax document,

The application validates whether the tax code entered for matching exists in the prepayment tax document. If the tax codes do not exist, it will trigger the message “The entered tax code VAT10 for matching/crediting does not exist in prepayment tax document STD776.”

The application validates whether the remaining amount of the prepayment tax document is entered for crediting. If not the following message is triggered “The total amount for tax code VAT20 should be 240 when crediting prepayment tax document STD 713”.

If posting proposal option is enabled, the prepayment tax document will be saved in preliminary status. If the option, **Zero Invoices Posted According to Posting Control**, in the **Application Base Setup/ Enterprise/ Company/ Company** page **Invoice/ Supplier Invoice Workflow** tab is not enabled, a zero posting line needs to be manually entered in the posting proposal. Follow the IFS Cloud standard process to post it.

If the posting proposal option is disabled, the prepayment tax document is posted when saving the invoice. The prepayment tax document status is changed to **PaidPosted**.

The following IFS Cloud standard postings are used for posting the tax amounts of the prepayment tax document.

PP39	Received Tax, Payments in Advance	Credit
PP41	Contra Acc Received Tax, Adv Paym.	Debit

## 13.5 Dependencies with other functionalities

### 13.5.1 POSTING PREPAYMENTS BASED ON PREPAYMENT TYPE

The functionality for Posting Prepayment Based on Prepayment Type has been removed as a country-specific functionality. It is now available as a generic functionality. Information and more details can be found in Finance News Presentation for the IFS Cloud 21R2.

## 14 Extended Voucher Detail Report

### 14.1 Overview Legal Requirement

It is a legal requirement in Czech Republic to print accounting documents for vouchers created based on accountable transactions and events. The accounting documents should be printed based on created vouchers and should be presented on demand during financial audits or inspections by the tax office.

### 14.2 Solution

The IFS Cloud standard report, **Voucher Detail Report** is issued as the accounting document. The following additional information is added to the Report Definition Format (RDF).

- Company address.
- Company association number.
- Voucher type and number reference in voucher header.
- Reference series and number in voucher lines.

### 14.3 Prerequisites

The company must be set up to use Czech Republic localization, see chapter Company Setup, and the parameter **Extended Voucher Detail Report** must be enabled.

### 14.4 Print Accounting Document

As per the IFS Cloud standard process go to **Financials/ General Ledger/ GL Reports/ GL Voucher Detail Report** to generate the report.

The following additional details are available in the report XML.

To generate the report XML, go to **Reporting/Print Manager**.

Information	Tag
Company address	COMPANY_ADDRESS
Company association number	COMPANY_ASSOCIATION_NO
Voucher type reference in header	VOUCHER_TYPE_REFERENCE
Voucher number reference in header	VOUCHER_NO_REFERENCE
Voucher line reference series	REFERENCE_SERIE
Voucher line reference number	REFERENCE_NUMBER

### Address CZECH - CZECH 1 of 2

Company: CZECH | Name: CZECH | Association No: 11223344 | Created By: ASHULK

Address ID: 1

Company's Own Address ID

GENERAL ADDRESS INFORMATION | TAX INFORMATION | SUPPLY CHAIN INFORMATION

Country: CZECHIA | Validity Period

1 North Way  
- Prague  
Czech Republic  
CZ - CZECHIA

Address Types

Address Type	Default Address
<input checked="" type="checkbox"/> Address Type	
<input type="checkbox"/> Delivery	Yes
<input checked="" type="checkbox"/> Document	Yes
<input type="checkbox"/> Pay	Yes
<input type="checkbox"/> Visit	Yes

### GL Voucher Details Analysis J - 2021000002 3 of 3

Voucher Type: J | Voucher No: 2021000002 | Function Group: J | Voucher Date: 11/23/2021 | Accounting year: 2021 | Period: 11

Multi-Company Voucher: No | Simulation Voucher: No

Cancelled: No | Transferred: No | Notes: No | Voucher Text: CZECHSUP1

Voucher Reference Information

Company	Type	Number	Voucher Year
CZECH	I	2021000002	2021

Entry Information

Entered By	Entry Date	User Group
ASHULK	11/23/2021	AC

Approval Information

First Approved By	Approved Date	User Group
ASHULK	11/23/2021	AC
Second Approved By	Approved Date	User Group

Voucher Rows

Transaction Code	Automatic Posting Rule	Org parent row	Parent row	Auto Posting Seq	Auto Posting Parent Row	Internal Elimination	Summarized	Correct	Reference Number	Reference Series
IP5						No	No	No	CZ11/23	SI
MANUAL						No	No	No	CZ11/23	SI

Attachments

```

- <VOUCHER_DETAIL_REP xmlns:xsi="http://www.w3.org/2001/XMLSchema">
  <COMPANY>CZECH</COMPANY>
  <COMPANY_DESC>CZECH</COMPANY_DESC>
  <CODE_PART_A>Account</CODE_PART_A>
  <CODE_PART_B>Cost Cent</CODE_PART_B>
  <CODE_PART_C>Code C</CODE_PART_C>
  <CODE_PART_D>Code D</CODE_PART_D>
  <CODE_PART_E>Code E</CODE_PART_E>
  <CODE_PART_F>Code F</CODE_PART_F>
  <CODE_PART_G>Code G</CODE_PART_G>
  <CODE_PART_H>Code H</CODE_PART_H>
  <CODE_PART_I>Code I</CODE_PART_I>
  <CODE_PART_J>Code J</CODE_PART_J>
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  <COMPANY_ASSOCIATION_NO>11223344</COMPANY_ASSOCIATION_NO>
- <VOUCHER_TYPES>
  + <VOUCHER_TYPE>
  - <VOUCHER_TYPE>
    <VOUCHER_TYPE>J</VOUCHER_TYPE>
  - <VOUCHER_NOS>
    - <VOUCHER_NO>
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        + <DETAIL>
      </DETAILS>
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      <CREDIT>2200</CREDIT>
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      <APPROVED_BY_USERID>ASHULK</APPROVED_BY_USERID>
      <DATE_REG>2021-11-23T10:11:47</DATE_REG>
      <USERID>ASHULK</USERID>
      <STATUS xsi:nil="1"/>
      <ACCOUNTING_YEAR>2021</ACCOUNTING_YEAR>
      <ACCOUNTING_PERIOD>11</ACCOUNTING_PERIOD>
      <VOUCHER_TYPE_REFERENCE>I</VOUCHER_TYPE_REFERENCE>
      <VOUCHER_NO_REFERENCE>2021000002</VOUCHER_NO_REFERENCE>
    </VOUCHER_NO>
  </VOUCHER_NOS>
</VOUCHER_TYPES>

```

```

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  <CODE_B xsi:nil="1"/>
  <CODE_C xsi:nil="1"/>
  <CODE_D xsi:nil="1"/>
  <CODE_E xsi:nil="1"/>
  <CODE_F xsi:nil="1"/>
  <CODE_G xsi:nil="1"/>
  <CODE_H xsi:nil="1"/>
  <CODE_I xsi:nil="1"/>
  <CODE_J xsi:nil="1"/>
  <CURRENCY_DEBIT_AMOUNT xsi:nil="1"/>
  <CURRENCY_CREDIT_AMOUNT>2200</CURRENCY_CREDIT_AMOUNT>
  <DEBIT_AMOUNT xsi:nil="1"/>
  <CREDIT_AMOUNT>2200</CREDIT_AMOUNT>
  <CURRENCY_CODE>EUR</CURRENCY_CODE>
  <QUANTITY xsi:nil="1"/>
  <TRANS_CODE>IP5</TRANS_CODE>
  <TEXT>CZECHSUP1</TEXT>
  <CURRENCY_RATE>1</CURRENCY_RATE>
  <OPTIONAL_CODE>0</OPTIONAL_CODE>
  <REFERENCE_SERIE>SI</REFERENCE_SERIE>
  <REFERENCE_NUMBER>CZ11/23</REFERENCE_NUMBER>

```

## 14.5 Delimitations

Not defined.