



# Country Solution Czech Republic

IFSCLOUD25R1

## Table of Contents

Note:	2
<b>1</b> Company Set-up	3
<b>2</b> Tax Reliability Control on Suppliers	5
<b>3</b> VAT Control Statement	14
<b>4</b> VAT Return Report	40
<b>5</b> VAT Summary Report	55
<b>6</b> Payment Formats	65
<b>7</b> Non-Supplier Payment	72
<b>8</b> Access Control Inventory Transactions and Reservations	75
<b>9</b> Detailed Cash Receipt Printout for Cash Box	80
<b>10</b> Currency Rate Date Extended Capabilities for Incoming Invoices	87
<b>11</b> Currency Rate Date and Voucher Date Extended Capabilities for Outgoing Invoices	92
<b>12</b> Internal Numbering of Supplier Invoices	99
<b>13</b> Handle Prepayment Tax Documents	102
<b>14</b> Extended Voucher Detail Report	136

## Note:

The capabilities listed below have in the earlier releases of IFS Cloud been moved to generic functionality. These capabilities are no longer parameterized from the 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

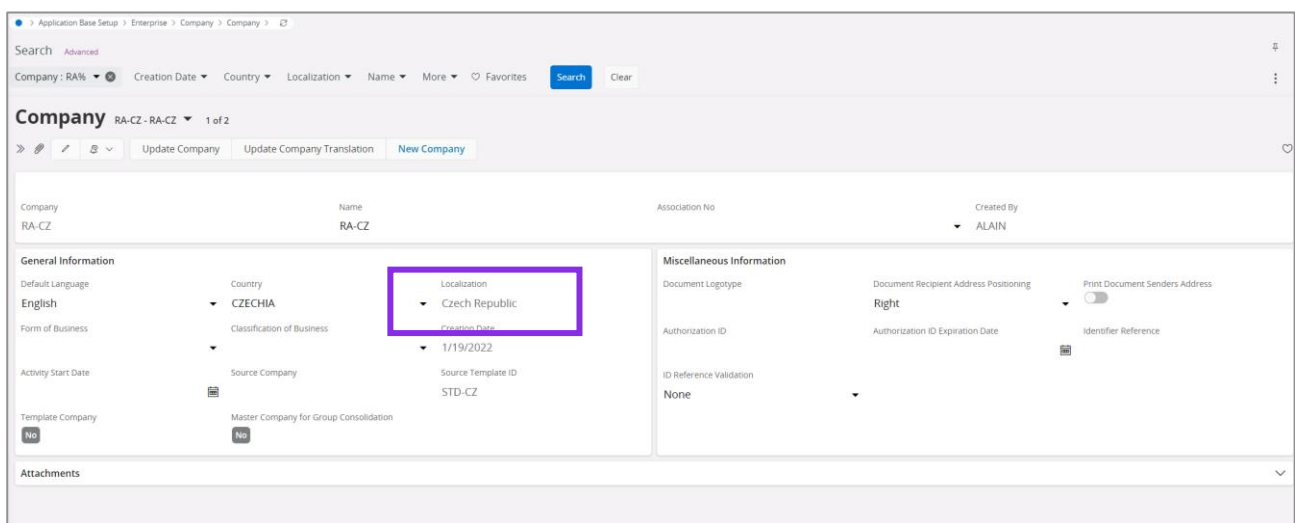
# 1 Company Set-up

## 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.



## 1.3 Select localization functionality

Specify which functionality to use.

- Open the **Localization Control Center** sub-menu under **Company**.
- The localization selected in the previous step is displayed in the **Localization Control Center** field and cannot be changed.
- All functionality available for the Czech Republic is presented in the list. Enable/Disable the functionality based on the requirements of 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 CZ

## 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	Mandato...	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 website ([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 "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 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's basic data via the **Application Base Setup/Enterprise/Supplier/Supplier/Address** tab and the **Document Tax Information** sub-tab.

The following columns are added:

- **Supplier Tax Reliability Status.** Enter the status of 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 reliability. The information is provided via the tax authority's website 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
(1)	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 are recognized as independent functionalities. Therefore, irrespective of the **Supplier Reliability Status**, the 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

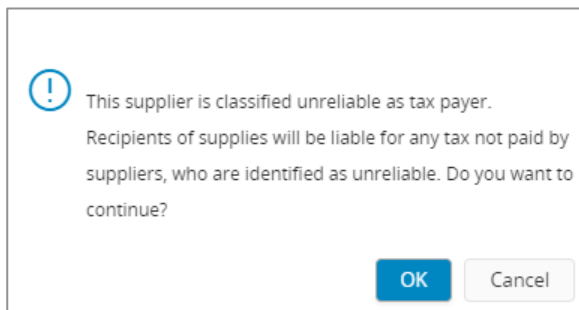
(1)	Payment Method	Address ID	Description	Account	Default	Blocked for Use	Bank Account Validated	Bank Account Validated Date	SWIFT Code/BIC
<input checked="" type="checkbox"/>	BREPLN	1	Polish Krakrow branch	342535345324324	Yes	<input type="checkbox"/>	<input type="checkbox"/>		



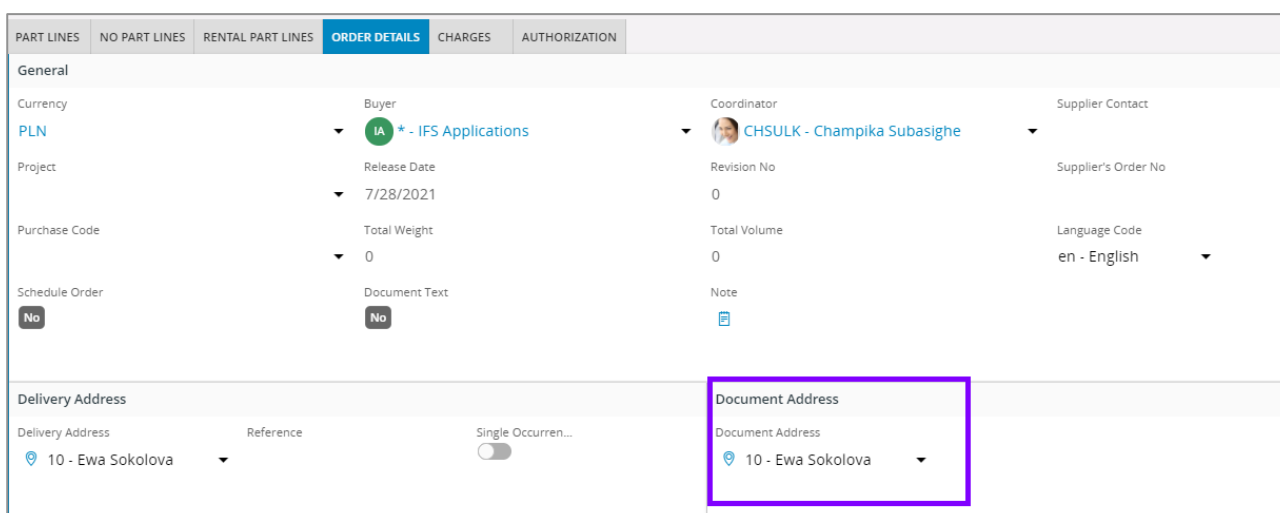
## 2.6 Validation and Warning when entering a purchase order

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.



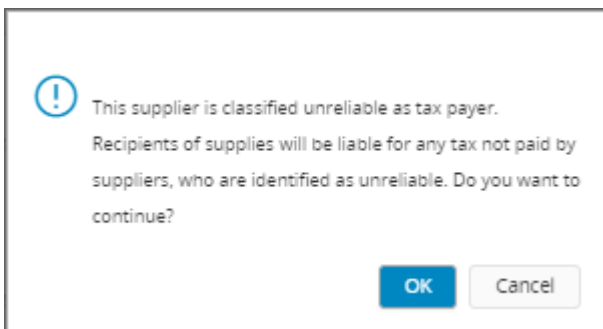
The supplier's document address as defined in the purchase order header will be used to perform the validation.



A screenshot of the "ORDER DETAILS" tab in a software interface. The "General" section contains fields for Currency (PLN), Buyer (IA \* - IFS Applications), Coordinator (CHSULK - Champika Subasighe), Supplier Contact, Project, Release Date (7/28/2021), Revision No (0), Supplier's Order No, Purchase Code, Total Weight (0), Total Volume (0), Language Code (en - English), Schedule Order (No), and Document Text (No). The "Delivery Address" section shows a delivery address of "10 - Ewa Sokolova". The "Document Address" section, highlighted with a red box, also shows "10 - Ewa Sokolova".

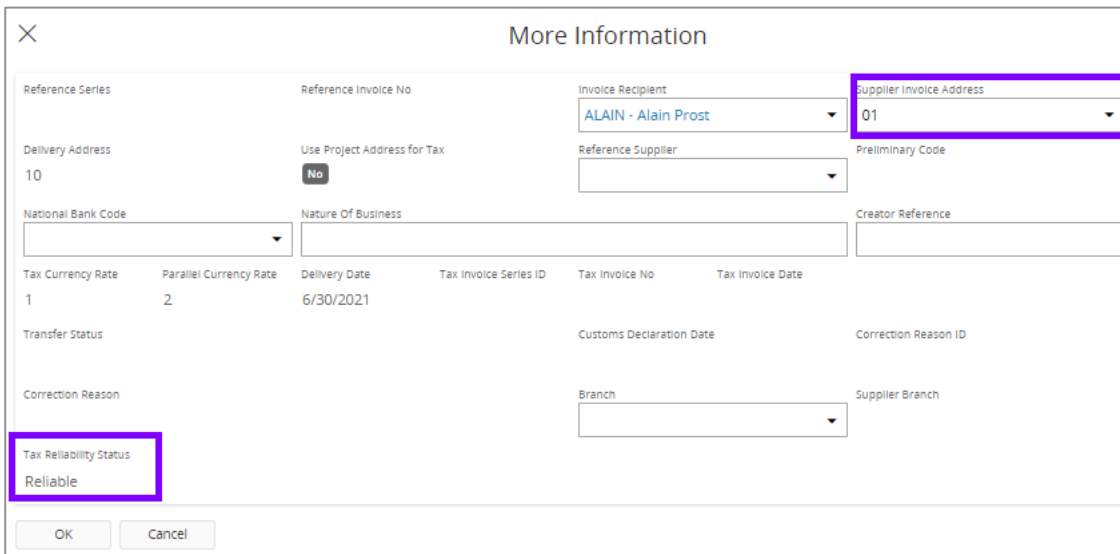
## 2.7 Validation and Warning when entering a manual supplier invoice

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 the **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.



**More Information**

Reference Series: Reference Invoice No: Invoice Recipient: **Supplier Invoice Address: 01**

Delivery Address: 10 Use Project Address for Tax: **No** Reference Supplier: Preliminary Code:

National Bank Code: Nature Of Business: Creator Reference:

Tax Currency Rate: 1 Parallel Currency Rate: 2 Delivery Date: 6/30/2021 Tax Invoice Series ID: Tax Invoice No: Tax Invoice Date:

Transfer Status: Customs Declaration Date: Correction Reason ID:

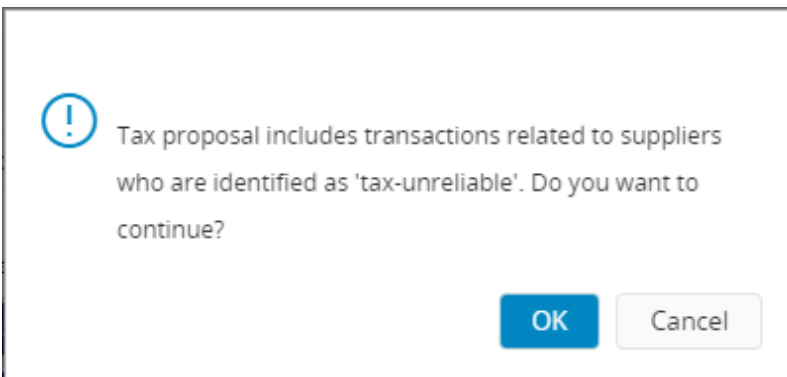
Correction Reason: Branch: Supplier Branch:

**Tax Reliability Status: Reliable**

OK Cancel

## 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.



**!** Tax proposal includes transactions related to suppliers who are identified as 'tax-unreliable'. Do you want to continue?


OK Cancel

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

[illegible]

## 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.

A warning dialog box with a blue circular icon containing a white exclamation mark. The text inside the dialog reads: "The chosen payment method's bank account has not been validated by tax authorities. Do you want to continue?". At the bottom right, there are two buttons: a blue "OK" button and a grey "Cancel" button.

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.

**Invoice** FIELDS - FIELDS NIWADK UNRELIABLE 1 of 1

Supplier: FIELDS Name: FIELDS NIWADK UNRELIABLE Association No:

Company: NIWAPOLAND - NIWADK POLISH COMPANY A/S

Supplier Type: External Supplier Group: 0 - External Currency: PLN Default Currency Rate Type: Payment Authorizer: IFS Applications

Plan Paym Delay: 30 - 30 Days Net Invoice Recipient: ALAIN - Alain Prost Invoicing Supplier: FIELDS - FIELDS NIWADK UNRELIABLE

Preliminary Code: National Bank Code: Posting Template Identity: Mandatory to enter Payment Reference at: No

Automatic Payment Authorization: No

At Final Posting

When Posted

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 the 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.

**Invoice** NIWAPOLAND - NIWADK POLISH COMPANY A/S 1 of 25+

Company: NIWAPOLAND Name: NIWADK POLISH COMPANY A/S Association No: Created By: ALAIN

GENERAL DEFAULT INVOICE TYPES PO MATCHING

Upgrade Invoices with Posting Proposals

**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 Curren... 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: Voucher Date Outgoing Invoice Currency Rate Base: Invoice Date

Supplier Invoice Authorization Only by Separate Function: ☒ Cash Discount Based on Gross Amount: ☒ Set Invoice Date to Current Date When Printing Outgoing I... Print Advance Payments Information on Customer Invoice: ☒

Unique Payment Reference Validation: ☐



### 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: 7/29/2021

Until Plan Pay Date: 7/29/2021

**Company and Supplier Selection**

Company: NIWAPOLAND

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

Proposal ID: 6 Creation Date: 7/31/2021 User ID: ALAIN Until Plan Pay Date: 8/1/2021 Method Plan Status: Not Generated

	Tax Code	Tax Amount	Order Reference	Invoice Date	Due Date	Plan Pay Date	Discount Date	Voucher Date	Text	Notes	Pre-posting	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
						7/31/2021				No	No		Payee	MY	No	BGF	1	Unreliable	7/23/2021	7/23/2021	No	7/6/2021
						7/31/2021				No	No		Payee	MY	No	CHK	01	Unreliable	7/23/2021	7/23/2021	Yes	
						7/31/2021				No	No		Payee	MY	No	ISO20022	01	Unreliable	7/23/2021	7/23/2021	Yes	7/31/2021

## 2.11 Delimitations

- There is neither 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 a 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 a 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 the 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 the 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 the **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 the 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**.

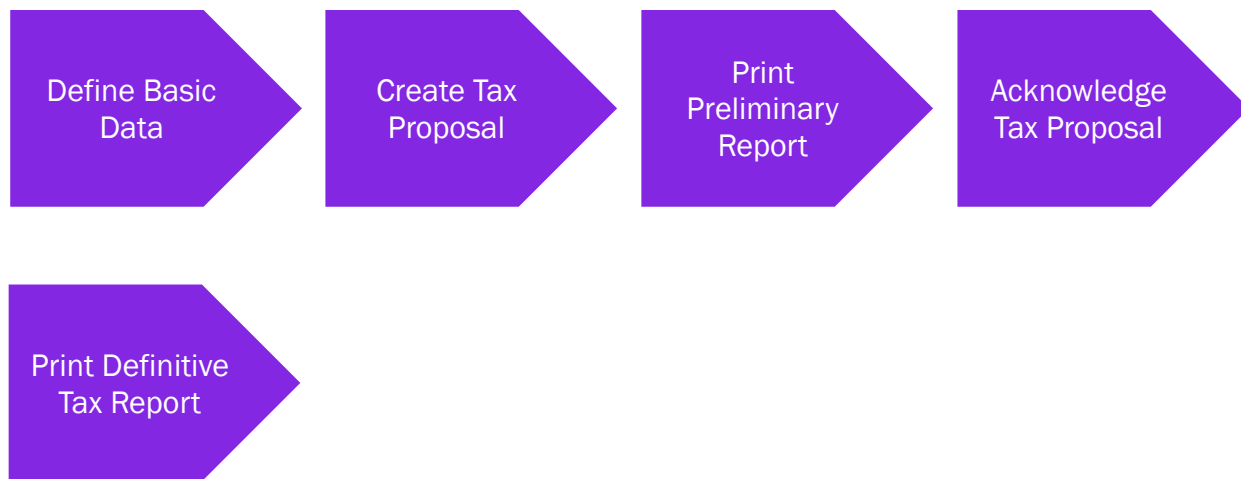
The tax categories can be attached to the tax codes, and it is fetched to the invoice lines through the tax lines of the customer/supplier invoices. The tax categories can also be changed in the tax lines of the invoices. These tax categories are fetched to the tax transactions of the tax ledger in order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

The tax category details are fetched to the **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.
- The 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, the 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 the 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 to the report hence, tax codes must be used accordingly.
- Use the 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 the **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**

Internal Inventory Movement Parameters

Delivery Terms
 Ship Via
 Intrastat Exempt

#### 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 field.

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

Country: CZ ▾ × Default Display Layout ▾ More ▾ Favorites Clear 🔍 Settings

### Address Presentation

	Country	Default Display Layout	Default Edit Layout
✓	CZ - CZECHIA	Yes	Yes

### Layout Configuration

Display Layout

```
&ADDRESS1
&ADDRESS2
&ZIP_CODE - &CITY
&STATE
&COUNTRY
&COUNTRY_CODE - &COUNTRY
```

Edit Layout Visibility

Address1 <input checked="" type="checkbox"/>	Address2 <input checked="" type="checkbox"/>	Address3 <input checked="" type="checkbox"/>	Address4 <input checked="" type="checkbox"/>
Address5 <input checked="" type="checkbox"/>	Address6 <input checked="" type="checkbox"/>	City <input checked="" type="checkbox"/>	County <input checked="" type="checkbox"/>
State <input checked="" type="checkbox"/>	Zip Code <input checked="" type="checkbox"/>		

Default Display Layout OK Cancel

Second, the functionality for detailed address information must be enabled. On the **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.

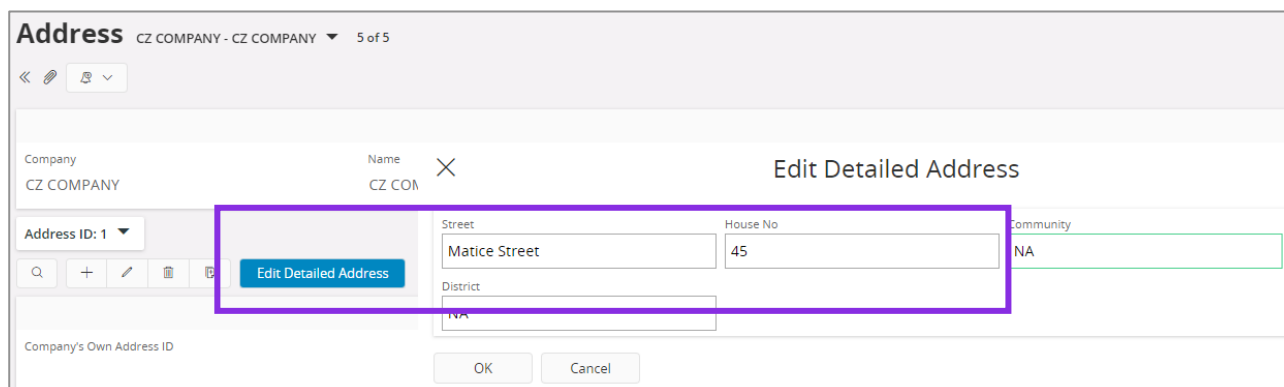
Country: CZ ▾ × Validate State Code ▾ More ▾ Favorites Clear

## Address Setup per Country

State Codes

	Country	Detailed Address	State Presentation	County Presentation	City
(1) ✓	Country				
✓	CZ - CZECHIA	Yes	Not Used	Not Used	N

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.



**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

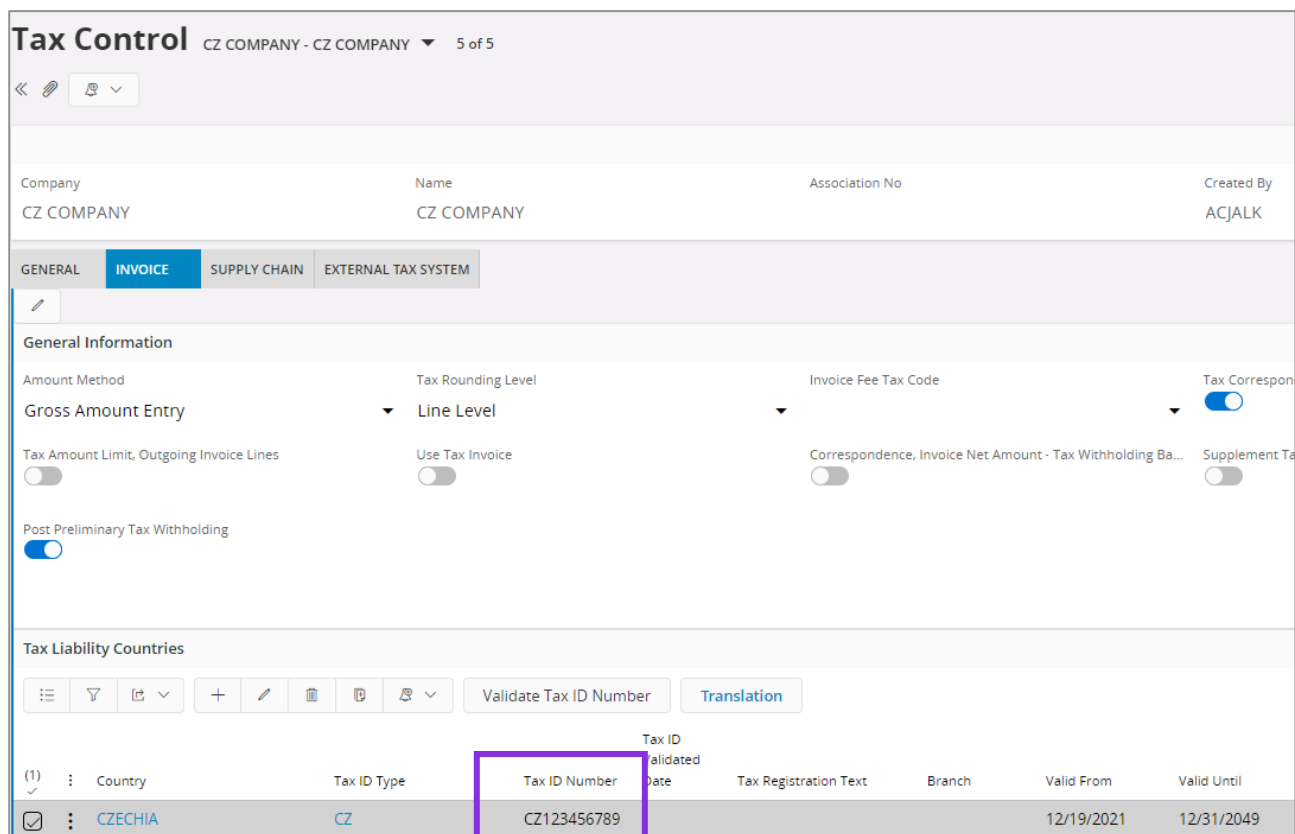
OK Cancel

### 3.4.3 TAX ID NUMBER

Tax ID numbers are required for companies, 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 the **Application Base Setup/Enterprise/Supplier/Supplier** page **Address/Document Tax Information** tab to enter the **Tax ID Number** for the supplier.

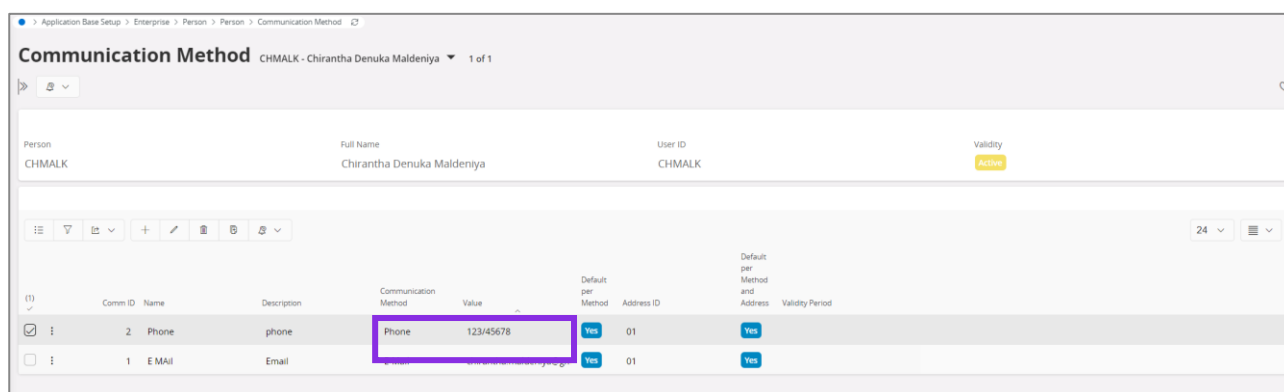
### 3.4.3.3 Customer Tax ID Number

Go to the **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 the **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.



(1)	Comm ID	Name	Description	Communication Method	Value	Default per Method	Address ID	Default per Method and Address	Validity Period
<input checked="" type="checkbox"/>	2	Phone	phone	Phone	123/45678	Yes	01	Yes	
<input type="checkbox"/>	1	E Mail	Email			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 the **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** are 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 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 ▼

Tax Office: CZ TAX OFFICE      Name: CZ TAX OFFICE

Company: CZ COMPANY - CZ COMPANY ▼

Search:     +           

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 the standard process in the **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 - Å889 - 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 - Å889 - 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 - Å889 - 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 - Å889 - 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 - Å889 - 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 - Å889 - 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 - Å889 - 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 - Å889 - special regime for travel services	Pořízení služby ze zahraničí - 20%	Calculated Tax	20	100	1/1/2021
<input type="checkbox"/>	:	F3	12 - Cereals and industrial crops	2 - Å890 - 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 - Å890 - special regime for used goods	A4	Tax	10	100	1/1/2021
<input type="checkbox"/>	:	E0	12 - Cereals and industrial crops	2 - Å890 - 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 - Å889 - 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 into 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 described 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 the fill mode code are added in the **Tax Category 2** tab in the **Tax Categories** page. If the **STD-CZ** company template is used for company creation or company updates, 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	
			
✓	:	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

### Instant Invoice II - 9700004

Posted Auth

More Information | Installment 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
1		10		100.0	Net Price	E1		1 - The supply of gold	1 - Å89 - 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 gold	1 - Å89 - special regim...

OK Cancel

### 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 ID	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	10	Tax	Invoice Entry	Tax Disbursed	Tax Disbursed	100	None	1 - The supply of gold	1 - Å89 - 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 a 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 Post

[New Manual Supplier Invoice](#)
[More Information](#)
[Pre Posting](#)
[Installment 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
SUPPINV	SI	123456	EUR	1	1/6/2022
Pay Term Base Date	Payment Terms	Due Date	Plan Pay Date	Payment Reference	Voucher Type Reference
1/6/2022	0 - Due Immediately	1/6/2022	1/6/2022	I	2022000001
Authorizer ID	Notes	Advance Invoice	Period Allocation	Pre-posting	Received Attachments
*	No	No	No	No	No
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

Line	Identity	Tax Code	Tax Calculation Structure	Multiple Tax Lines	Tax (%)	Tax Method	Gross Amount	Net Amount	Tax Amount	Tax Amount in Accounting Currency	Tax Amount in Parallel Currency	Non-deductible Tax Amount
1		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 the **Tax Category 1** tab to enter the Czech code of supply details. If the **STD-CZ** company template is used for company creation or company updates, the details will be fetched from the company template.

This is described under section 92a as the Subject of performance. The code of Supply mentioned below needs 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

☰ 🔍 📄 + ✎

✓	⋮	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 the *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 - A889 - 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 - A890 - 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 circu...		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

Financials > Customer Invoice > Instant Invoice

Company: Chmalk CZ company PLC

### Instant Invoice II - 9700004

Posted Auth

More Information | Installment 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
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

✓	✗	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 Amount
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Net Price	E1		1 - The supply of gold (population under section 92b)	1 - Å889 - 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 - Å889 - special regime...

OK Cancel

Financials > Tax Ledger > Tax Transactions

Company: Chmalk CZ company PLC

### Tax Transactions

Calculate Income Amount

✓	✗	Inv 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"/>	<input checked="" type="checkbox"/>	Tax	Invoice Entry	Tax Disbursed	Tax Disbursed	100	None	1 - The supply of gold (population under section 92b)	1 - Å889 - special regime...				CZK	1

### 3.4.8 CREATE SUB GROUP DETAILS

A 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 the **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 a taxable person registered for VAT is obliged to declare tax and supplies in the 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 the 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 the 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 the 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 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 ▼

<<
 +
 ✎
 🗑️
 👤
 ▼

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

### Sub Groups

☰
 ▼
 🗑️
 +
 ✎

✓	:	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 subgroup or A.5.X subgroup. When XML is created, the system will consider all transactions from these two types of subgroups and will automatically include transactions 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 the B.2.X subgroup or the B.3.X subgroup. When XML is created, the system will consider all transactions from these two types of subgroups and will automatically include transactions in the 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 the 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

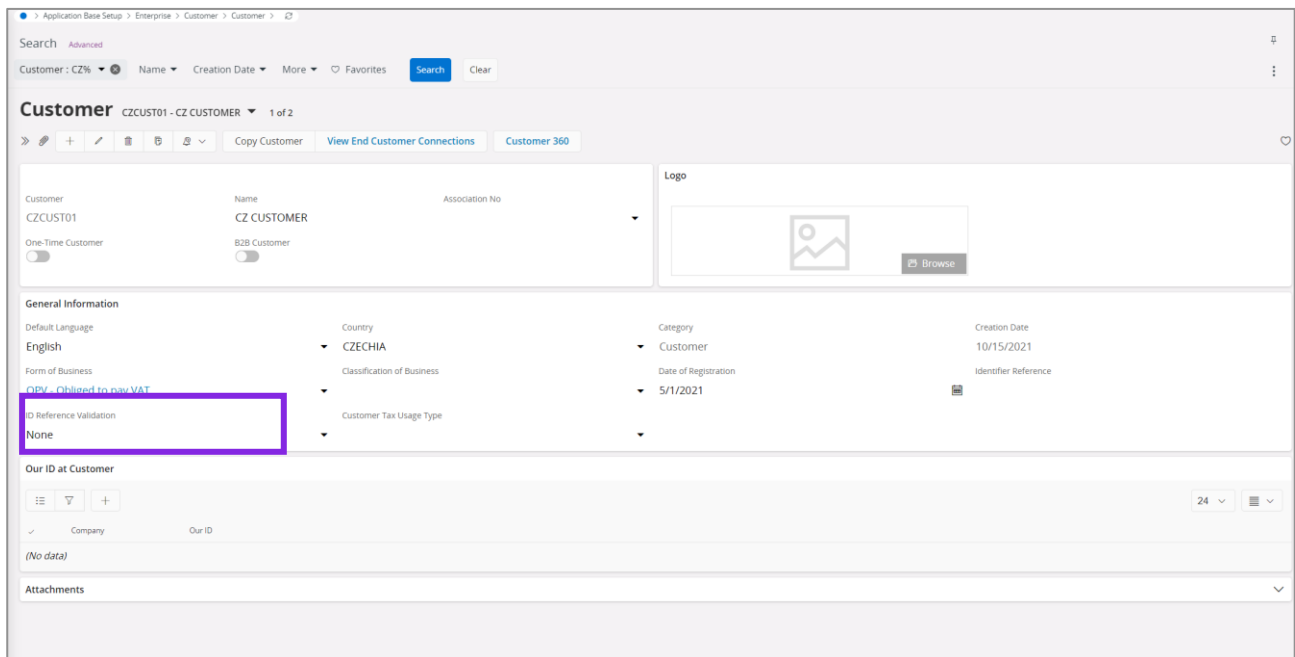
The **customer Registration Date** field is added to the **Customer/General** tab. Data from this field is disclosed under section 92.

### 3.4.10 FORM OF BUSINESS

The standard version of IFS Cloud provides functionality to define the 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 the **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.



Customer: CZ% Name Creation Date More Favorites Search Clear

**Customer** CZCUST01 - CZ CUSTOMER 1 of 2

Copy Customer View End Customer Connections Customer 360

Customer CZCUST01 Name CZ CUSTOMER Association No

One-Time Customer B2B Customer

Logo

General Information

Default Language English Country CZECHIA Category Customer Creation Date 10/15/2021

Form of Business **NOPV - Obligated to pay VAT** Classification of Business Date of Registration 5/1/2021 Identifier Reference

ID Reference Validation None Customer Tax Usage Type

Our ID at Customer

Company Our ID

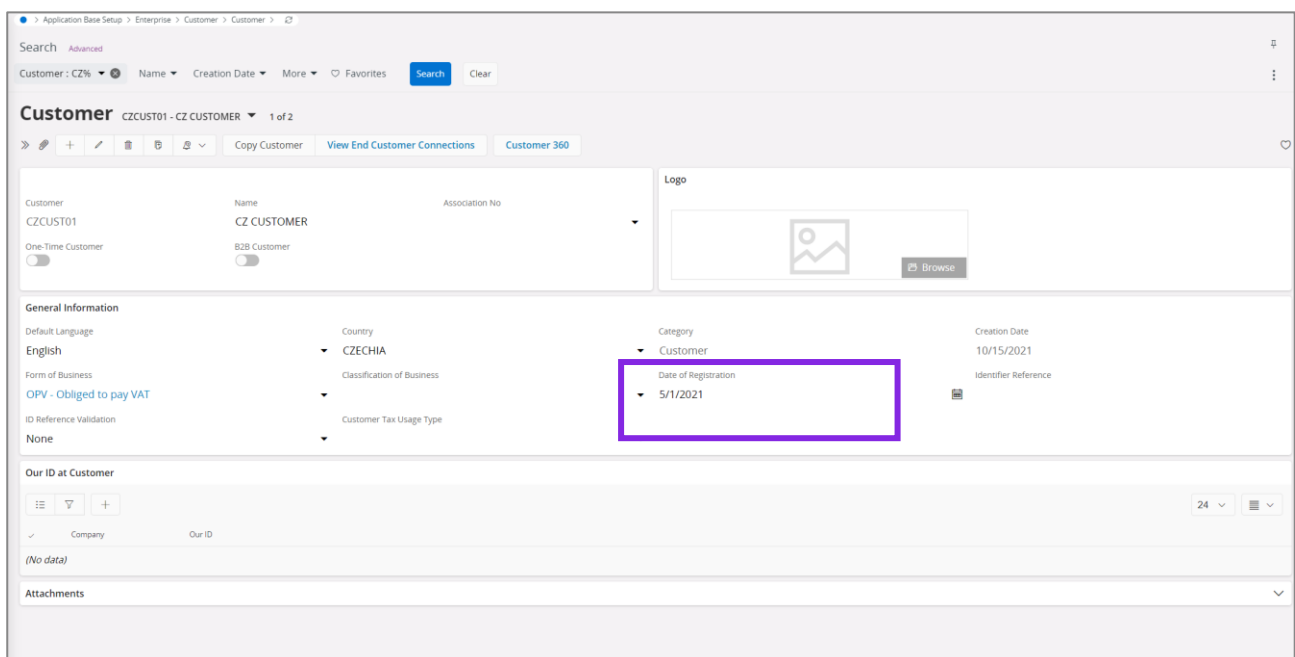
(No data)

Attachments

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



Customer: CZ% Name Creation Date More Favorites Search Clear

**Customer** CZCUST01 - CZ CUSTOMER 1 of 2

Copy Customer View End Customer Connections Customer 360

Customer CZCUST01 Name CZ CUSTOMER Association No

One-Time Customer B2B Customer

Logo

General Information

Default Language English Country CZECHIA Category Customer Creation Date 10/15/2021

Form of Business **NOPV - Obligated to pay VAT** Classification of Business Date of Registration **5/1/2021** Identifier Reference

ID Reference Validation None Customer Tax Usage Type

Our ID at Customer

Company Our ID

(No data)

Attachments

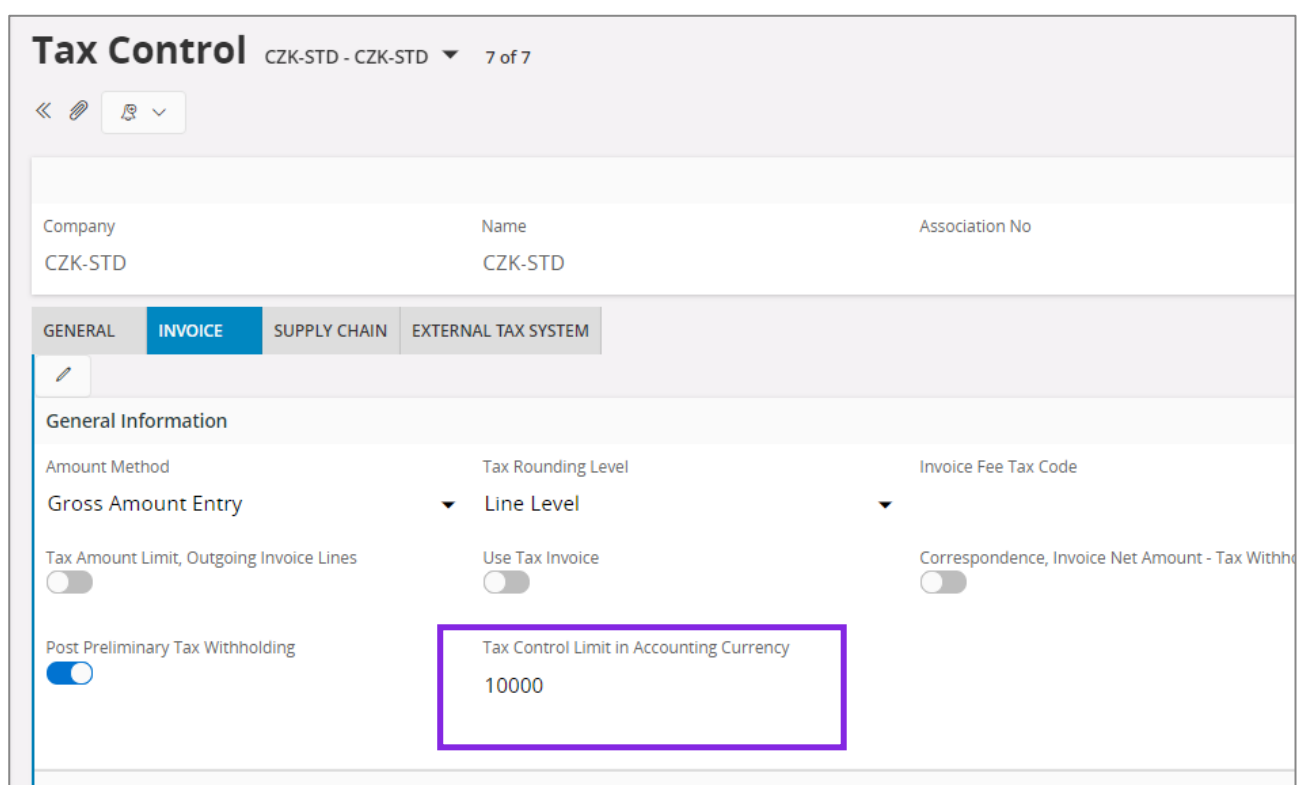
### 3.4.11.1 Fetch “Date of Registration” to the XML

In VAT Control Statement XML, under 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 the description of subgroups for details.

The limit should be defined in the **Tax Control Limit in the 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 Withholding:

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

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

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



### Instant Invoice

PR - 205893 1 of 3

### More Information

Customer

C1 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

Payment Reference

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

#### Lines

(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 the layout of the 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

Share

Credit/Correction Invoice

Posting

Installment Plan and Discounts

Notes

Electronic Fiscal Note

Customer No

CZCUST01

Customer Address Name

CZ CUSTOMER

Series ID

CD

Invoice No

970000001

Company

CHMALK CZ1

Site

CH2

Invoice Created

1/6/2022

Order Created

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

Invoice Type

CUSTORDDEB - Customer Order Invoice, Debit

Invoice Date

1/6/2022

Printed Date

1/6/2022

Preliminary Invoice No

205914

Our Reference

IFS APPLICATIONS

Customer Reference

Customer Reference Name

Branch

Customer Branch

Jinsui Status

Non Jinsui

#### Indicators

Price Adjustment	No	Advance/Prepayment Invoice	No	Use Price Incl Tax	No
Notes	No	Correction Exist	No	Correction Invoice	No
Correction Reason ID		Correction Reason		Above Tax Control Limit	Yes

Payment

Delivery

References

Invoice Text

Attachments

The 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

Notes Printout Credit Entire Invoice Create Correction Invoice Customer Installment Plan

Posted Auth

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

Amounts			
Currency CZK	Gross Amount 20570.0	Net Amount 17000.0	Tax Amount 3570.0

**Lines** GENERAL PRE POSTING ACCOUNTING

**Invoice Information**

Invoice Date 1/6/2022	Invoice Type PRJINV	Series Reference	Invoice Number Reference
Currency Rate 1	Our Reference	Customer Ref	Order No
Tax Currency Rate 1	Voucher Type F	Voucher No 2022000006	Correction Invoice No
Correction Reason ID	Correction Reason	Correction Exist No	Div Factor 1
Currency CZK	Above Tax Control Limit <b>Yes</b>		

**Customer Information**

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

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

Financials > Supplier Invoice > Manual Supplier Invoice

Search **Advanced** Show only current results

Status Supplier More Favorites Search

**Manual Supplier Invoice** SI - 01/21-03

PO Reference Receipt Reference Sub Contract Reference

Invoice Type SUPPINV	Series ID SI	Invoice No 01/21-03	Due Date 1/21/2022
Pay Term Base Date 1/21/2022	Payment Terms 0 - Due Immediately	Advance Invoice No	Period Allocation No
Authorizer ID *	Notes No		
Gross Amount 100000.0	Net Amount 90909.1	Tax Amount 9090.9	

**Line Information**

Gross Amount 100000.0	Net Amount 90909.1	Tax Amount 9090.9	Non deductible Tax Amount 0.0
--------------------------	-----------------------	----------------------	----------------------------------

**Lines**

Line ID	Delivery Type	Income Type Identity	Tax Code	Tax Calculation Structure	Multiple Tax Lines	Tax Meth	Tax Recn
1			E12		No	10	Inv

**Attachments**

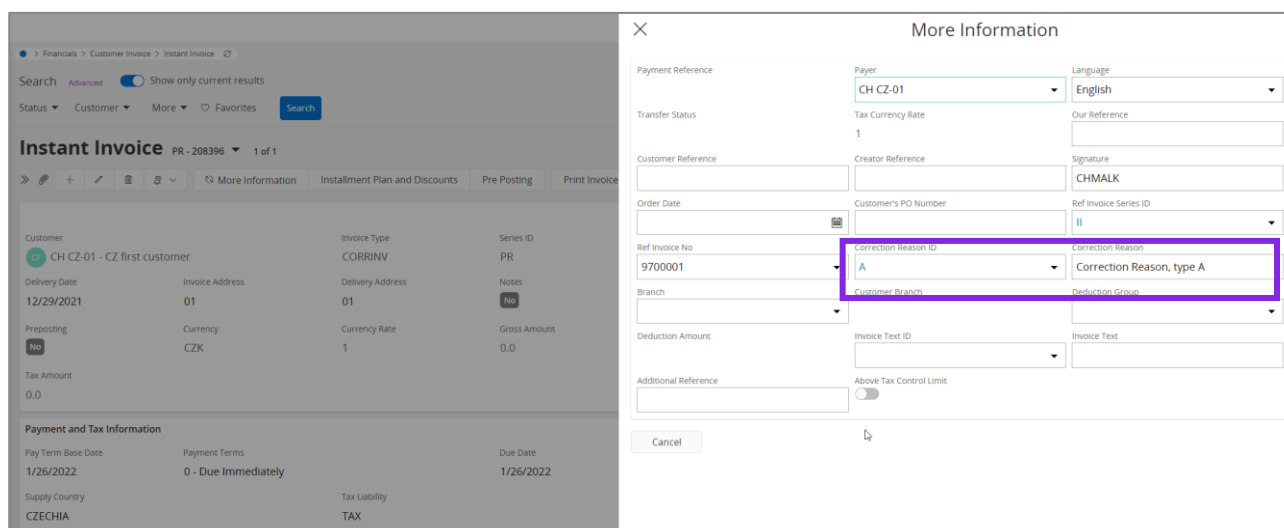
**More Information**

Reference Series	Reference Invoice No	Invoice Recipient CHMALK
Supplier Invoice Address 01	Delivery Address 01	Use Project Address for Tax No
Reference Supplier	Preliminary Code	National Bank Code
Nature Of Business		Creator Reference
Tax Currency Rate 1	Parallel Currency Rate 10	Delivery Date 1/21/2022
Transfer Status	Tax Invoice Series ID	Tax Invoice No
Correction Reason ID	Correction Reason	Tax Invoice Date
Branch	Supplier Branch	Customs Declaration Date
Above Tax Control Limit <b>Yes</b>		

OK Cancel

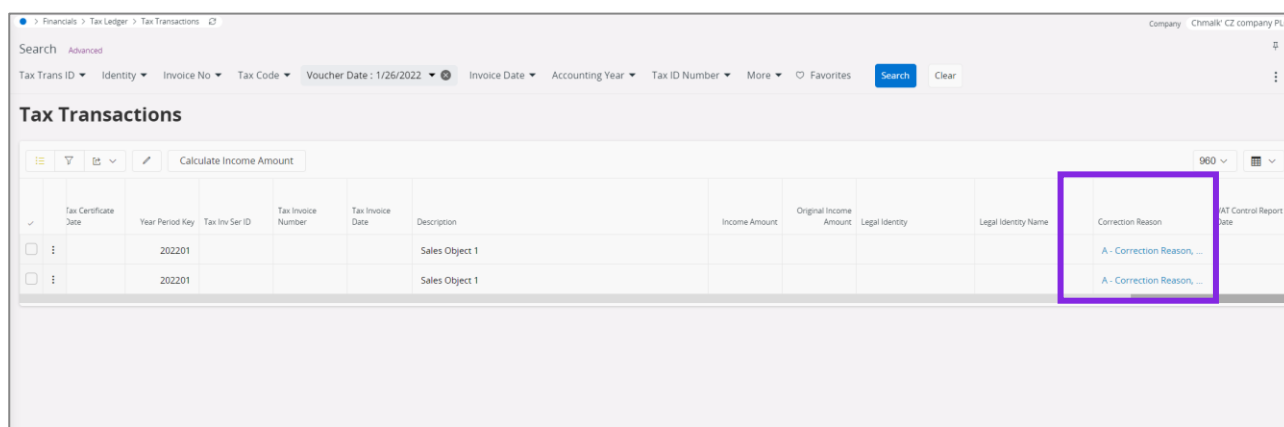
The Above Tax control limit option is added to tax transactions. It is selected whenever it is selected on the corresponding invoice header.





### 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, the correction reason from the invoice is fetched to this column. Value can also be manually changed if required.



Tax Certificate Date	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 the A4 section and B2 section is generated in the Czech VAT Control Statement XML file, the **zdpH\_44** tag is set to:

- “A” – when “A” is specified in the **Correction Reason ID** field on the **Tax Transactions** page.
- “P” – when “P” is specified in the **Correction Reason ID** field on 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 the **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						
<div> <div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> </div> <div>Calculate Income Amount</div> </div>						
✓	:	VAT Control Report Date	Tax Category 1 ^	Tax Category 2	Tax Trans ID	Identity
<input type="checkbox"/>	:	12/17/2021	1 - The supply of gold (pop...	1 - Å\$89 - special regime for t...	202067	S1 SUPP1 - Supp 1
<input type="checkbox"/>	:	12/17/2021	1 - The supply of gold (pop...	1 - Å\$89 - special regime for t...	202068	S1 SUPP1 - Supp 1
<input type="checkbox"/>	:	12/17/2021	1 - The supply of gold (pop...	1 - Å\$89 - special regime for t...	202069	S1 SUPP1 - Supp 1
<input type="checkbox"/>	:	12/17/2021	1 - The supply of gold (pop...	1 - Å\$89 - special regime for t...	202070	S1 SUPP1 - Supp 1
<input type="checkbox"/>	:		1 - The supply of gold (pop...	1 - Å\$89 - special regime for t...	202057	C1 CUS1 - Cus 1
<input type="checkbox"/>	:		1 - The supply of gold (pop...	1 - Å\$89 - special regime for t...	202058	C1 CUS1 - Cus 1
<input type="checkbox"/>	:		1 - The supply of gold (pop...	1 - Å\$89 - special regime for t...	202059	C1 CUS1 - Cus 1
<input type="checkbox"/>	:		1 - The supply of gold (pop...	1 - Å\$89 - special regime for t...	202060	C1 CUS1 - Cus 1
<input type="checkbox"/>	:		12 - Cereals and industrial ...	2 - Å\$90 - special regime for u...	202105	C2 CUS2 - Cus 2
<input type="checkbox"/>	:		14 - Mobile phones	1 - Å\$89 - special regime for t...	202100	C2 CUS2 - Cus 2
<input type="checkbox"/>	:		20 - Supply of gas through ...	2 - Å\$90 - special regime for u...	202102	C2 CUS2 - Cus 2
<input type="checkbox"/>	:		20 - Supply of gas through ...	1 - Å\$89 - special regime for t...	202104	C2 CUS2 - Cus 2

### 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

Land Registration Number

Main Economic Activity Number

**Tax Consultant**

Tax Consultant Type

Tax Consultant Code

Legal Name

Person ID

Date of Birth

Tax Consultant ID

Association No

**Authorized Person**

Person ID

Relationship

**Issued Person**

Person ID

Phone

◀ 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
V

(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
<input type="checkbox"/>		Add to Favorites		ax Report	12/19/2021	AA ACJALK

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 Nc	
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 the IFS Cloud to acknowledge the tax proposal by using the **Acknowledge** command.

### 3.8 Print definitive tax report

Use standard functionality in the 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 the 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 of legal requirement

It is a legal requirement, for Czech companies to generate different reports for the tax office. A 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.

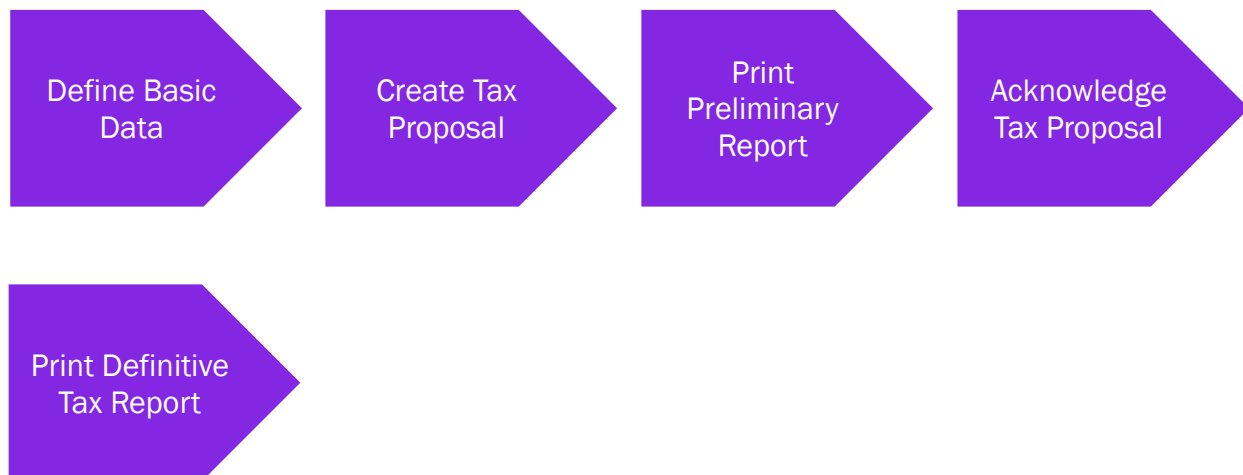
The VAT Return report consists of two different reference reports (tax sales - and tax purchase report) and is generated based on the set up and transactions in these two reports. The report can be generated either monthly or quarterly depending on the company's tax obligations.

### 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 the 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.

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	

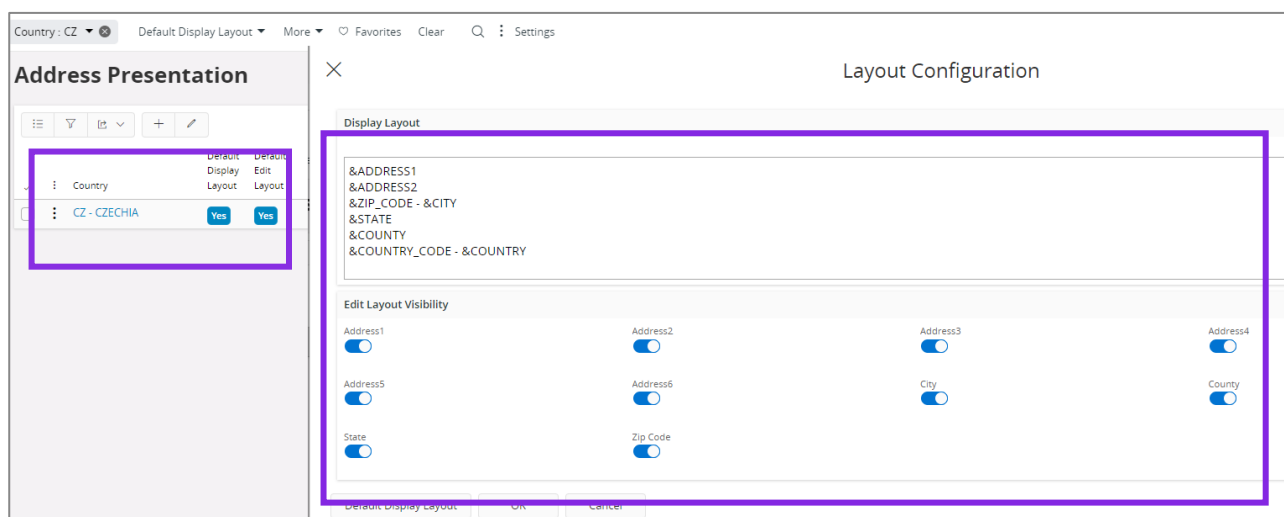
Internal Inventory Movement Parameters

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

### 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.



**Address Presentation**

Country	Default Display Layout	Default Edit Layout
CZ - CZECHIA	Yes	Yes

**Layout Configuration**

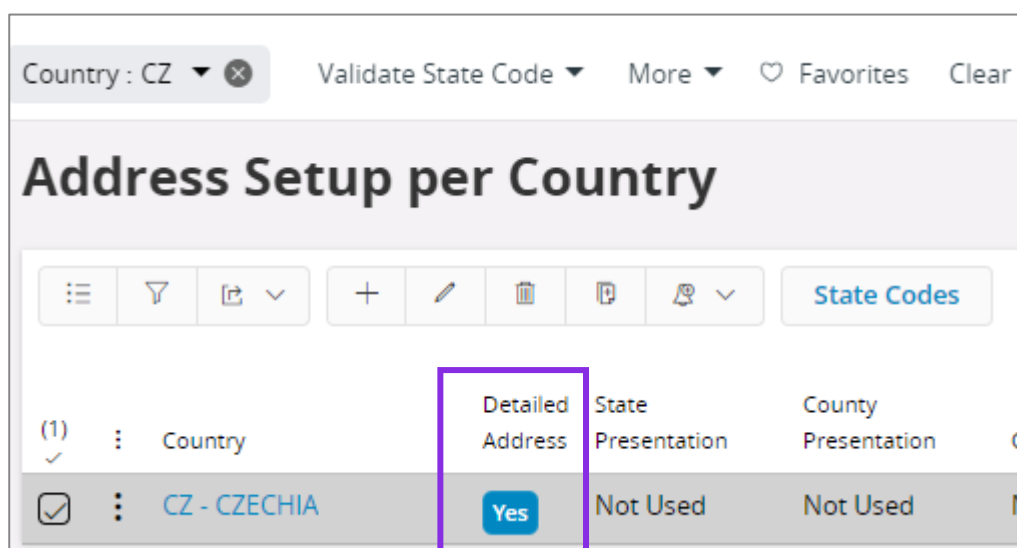
**Display Layout**

&ADDRESS1  
&ADDRESS2  
&ZIP\_CODE - &CITY  
&STATE  
&COUNTRY  
&COUNTRY\_CODE - &COUNTRY

**Edit Layout Visibility**

Address1 ☒ Address2 ☒ Address3 ☒ Address4 ☒  
 Address5 ☒ Address6 ☒ City ☒ County ☒  
 State ☒ Zip Code ☒

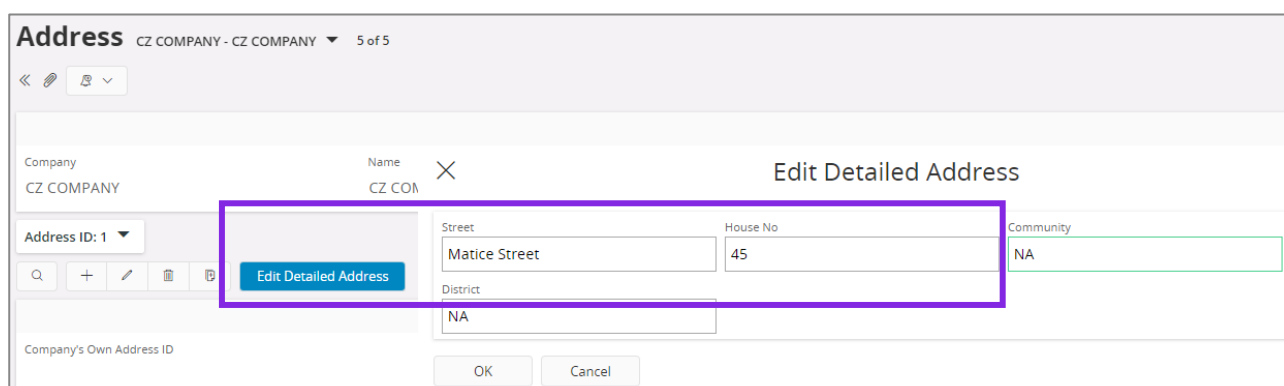
Second, the functionality for detailed address information must be enabled. On the **Enterprise/Company/Basic Data/Address Setup per Country** page, the check box for **Detailed Address** needs to be checked. The check box will enable dedicated fields for **Street** and **House number** when creating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



**Address Setup per Country**

Country	Detailed Address	State Presentation	County Presentation	City Presentation
CZ - CZECHIA	Yes	Not Used	Not Used	Not Used

Third, enter a customer address in 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 control statement.



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

**Edit Detailed Address**

Company: CZ COMPANY

Address ID: 1

Street: Matice Street

House No: 45

District: NA

Community: NA

Company's Own Address ID

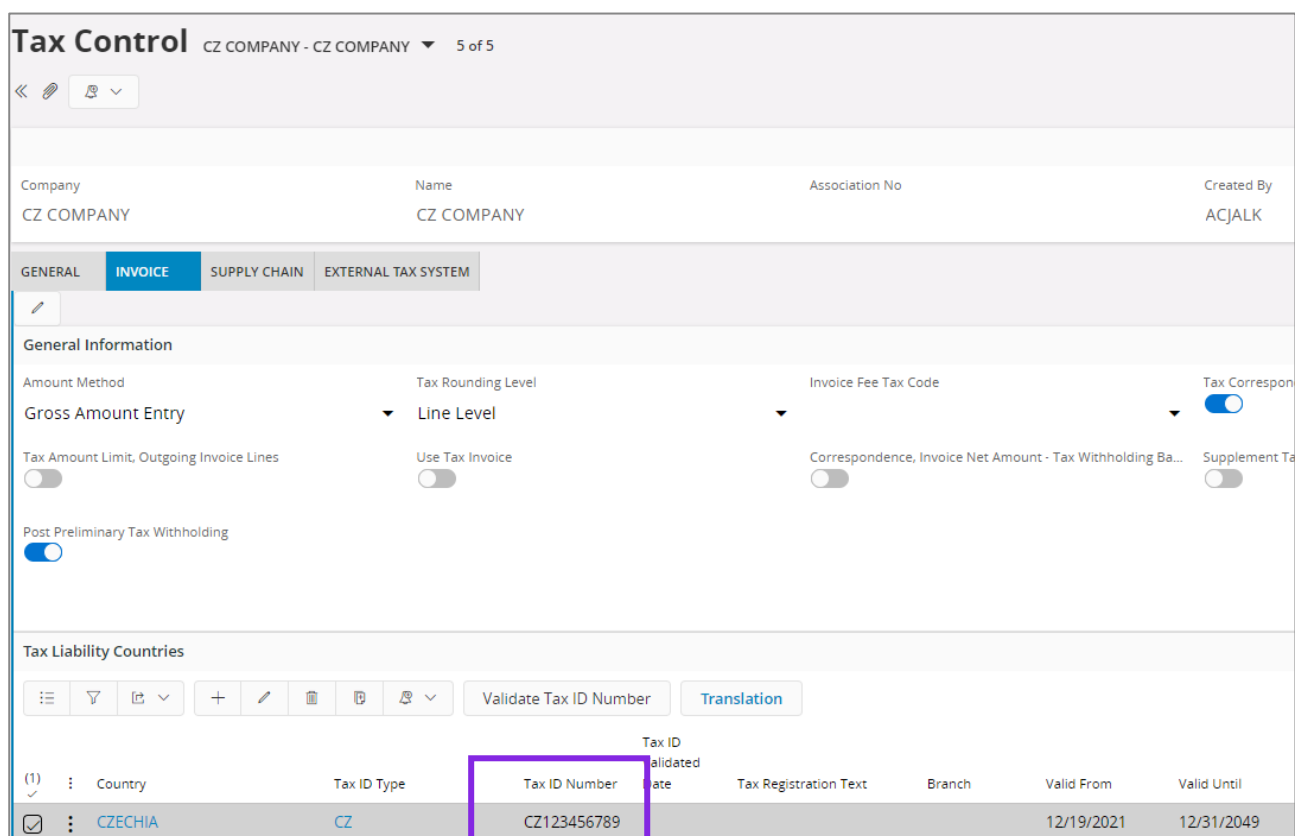
OK Cancel

### 4.4.3 TAX ID NUMBER

Tax ID numbers are required for companies, suppliers and customers and are used as references 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

**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**

(1) ✓	Country	Tax ID Type	Tax ID Number	Tax ID Validated Date	Tax Registration Text	Branch	Valid From	Valid Until
✓	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 the **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.

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 Method	Address ID	Default per Method and Address	Validity Period
2	Phone	phone	Phone	123/45678	Yes	01	Yes	
1	E Mail	Email			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...: 3

Templat...: , Based on Periods: , Repost Sequence Number: , Document Series:

Correction Type: Replacement Report

**Output Method**

Output Media: File, External File Template: TaxRepCZvatRet - Czech VAT Return Tax Report File

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

**Reporting Currency**

Reporting Currency Base: , Currency: USD

Accounting Currency: , Currency Rate Type:

REF REPORTS	COMPANY
Tax Template	Tax Template Field
GCZ004 - Czech Sales Tax Report	%
GCZ003 - Czech Purchase Tax Report	%

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 the case of **GCZ003** and **GCZ004**, which are tax templates based on tax transactions (the **Tax Report Based On** field is set to **Tax Transaction** on the **Tax Templates** page), this is a standard possibility. Any user-defined tax template based on tax transactions can be set up this way.
- In the 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
<input type="checkbox"/>	1	Correction Proposal	Replacement Report
<input type="checkbox"/>	2	Grouping	Template Field
<input type="checkbox"/>	3	Grouping	Sub Group
<input type="checkbox"/>	4	Reference Template	GCZ003
<input type="checkbox"/>	5	Reference Template	GCZ004
<input type="checkbox"/>	6	Proposal Period/Date Range	Based on Periods
<input type="checkbox"/>	7	Correction Proposal	Supplementary Report

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

For the tax office and regional tax office, the standard functionality for adding the 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	Name
CZ TAX OFFICE	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 the 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.

#### 4.4.8 CREATE SUB GROUP DETAILS

A 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 the **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

☰
🔍
🔗 ▼
+
✎

✓	⋮	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 values, when applicable, to add the requested information.

×

Print to File

Header Information

Output Information

General Group

Regional Tax Office ID

Land Registration Number

Main Economic Activity Number

CZ TAX OFFICE

33321

4578

Tax Consultant

Tax Consultant Type

Tax Consultant Code

Legal Name

Person ID

Legal Person

97

Achintha Jayaratne

ACJALK - Achintha Achintha Jayaratne

Date of Birth

Tax Consultant ID

Association No

12/8/1993

4759

21455

Authorized Person

Person ID

Relationship

ACJALK - Achintha Achintha Jayaratne

Consultant

Issued Person

Person ID

Phone

ACJALK - Achintha Achintha Jayaratne

+46549632

Previous

Next

Finish

Cancel

#### 4.6.1.1 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

New Tax Proposal

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

☐ Details
 ☐ Delete

report

ax Report

Add to Favorites

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 Nc	
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, the dapdph\_forma attribute is equal "B" (ordinary report).
- In the Veta6 block, if the tax disbursed is bigger than the tax received, dano\_da attribute is equal to the tax disbursed minus the tax received.
- In the Veta6 block, if the tax received is bigger than the tax disbursed, dano\_no attribute is equal to the tax received minus the 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 the **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 proposals for the VAT Return Report. When this proposal is generated and the **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 the 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 to "O" (correction report before the end of the reporting period).
- In the Veta6 block, if the tax disbursed is bigger than the tax received, dano\_da attribute is equal to the tax disbursed minus the tax received.
- In the Veta6 block, if the tax received is bigger than the tax disbursed, dano\_no attribute is equal tax received minus the 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 the **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 proposals for the 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.

Creation of this type of correction report could be in scenario when taxable person ceased to be a payer. In this scenario, apart from reporting amounts of corrections in standard fields in the report, relevant subtotals should also be repeated in additional fields. Enter values for manual fields **F86 - F90** in the **Tax Proposal - Template Field Presentation** page, using **Edit Manual Fields** command.

×

Edit Manual Fields

Tax Proposal

9 - 2025-03 Tax Return (Suppl), Corr 1

Creation Date

4/10/2025

User ID

MABEPL

Proposal Status

CreatedSimulated

Tax Report

TAX-RETURN - Tax Return (Supplementary)

Tax Template

GCZ002 - Czech VAT Return Report

Manual Fields

🔍

🔔

⌵

⚙️

📄

24

☰

Template Field: >=F86

Value

More

Favorites

Apply

Clear

Saved Filters

⋮

Template Field	Value
F86 - Oprava základu daně osobou povinnou k dani - Základ daně	-30000.00
F87 - Oprava základu daně osobou povinnou k dani - Daň na výstupu	-4100.00
F88 - Korekce odpočtů daně podle § 74a - Základ daně	-3000.00
F89 - Korekce odpočtů daně podle § 74a - V plné výši	-410.00
F90 - Korekce odpočtů daně podle § 74a - Krácený odpočet	0.00

OK

#### 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 the 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 to "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 to tax disbursed minus tax received.

#### 4.17 Delimitation

Not defined.

## 5 VAT Summary Report

### 5.1 Overview of legal requirement

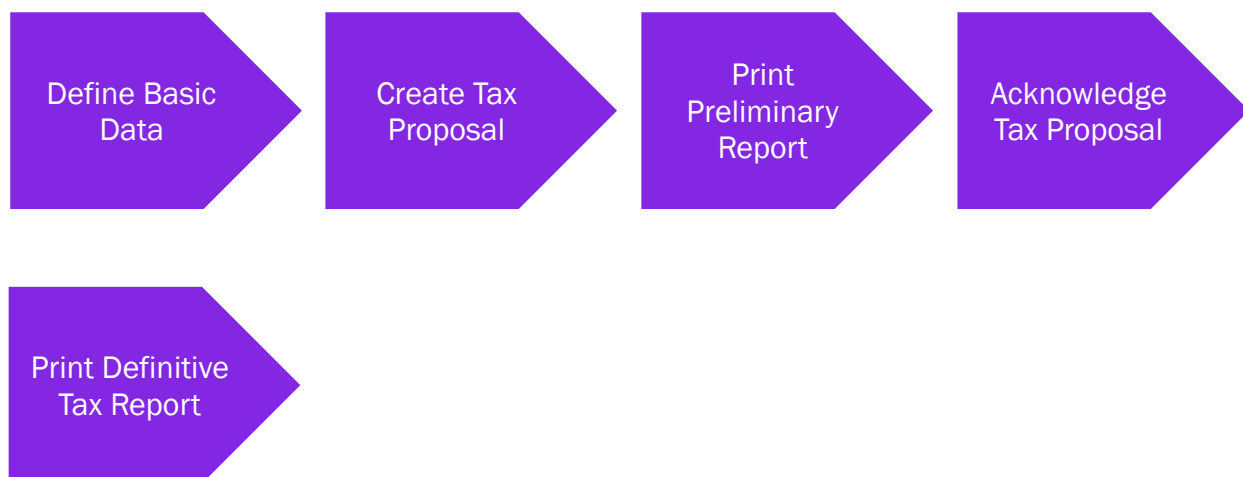
It is a legal requirement, for Czech companies to generate different reports for the tax office. VAT summary report displays a customer's tax transactions inside the EU (VIES). VIES is an electronic system allowing information regarding VAT registration to be transferred between countries. The report 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 the **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

[Search] [Add] [Edit] [Delete] [Duplicate] Edit Detailed Address

Company's Own Address ID

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

[Edit] [Delete]

Name	Reference
ACJALK CZ COMPANY	▼

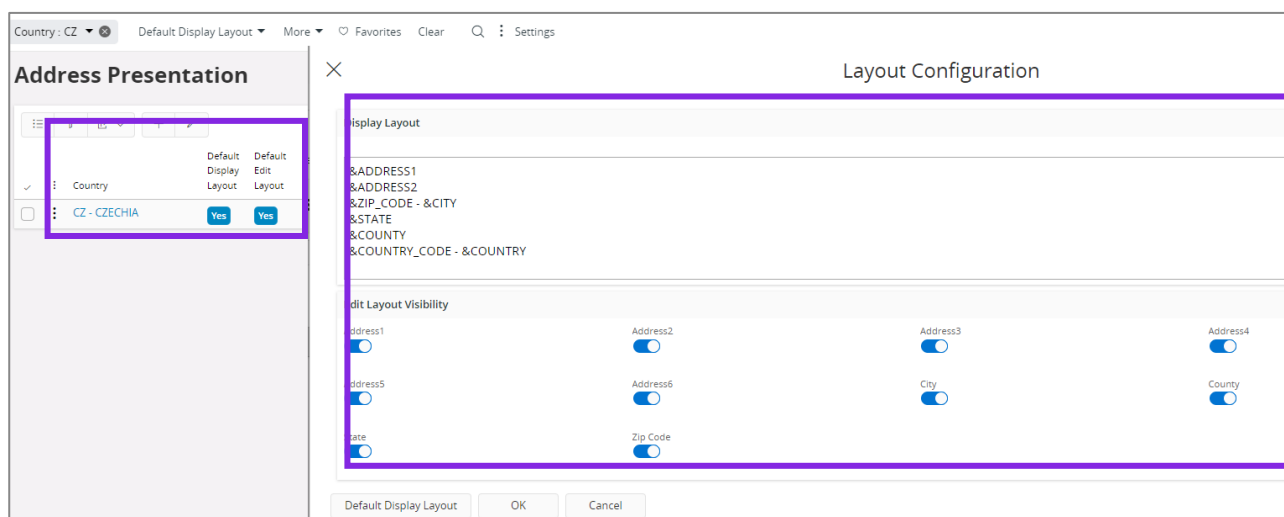
Internal Inventory Movement Parameters

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

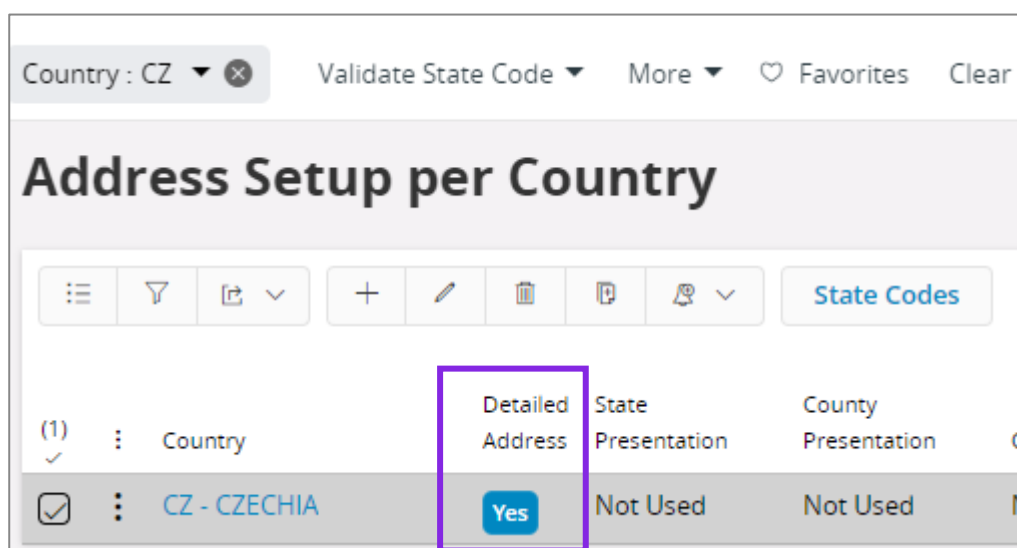
### 5.4.2 COMPANY ADDRESS

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.

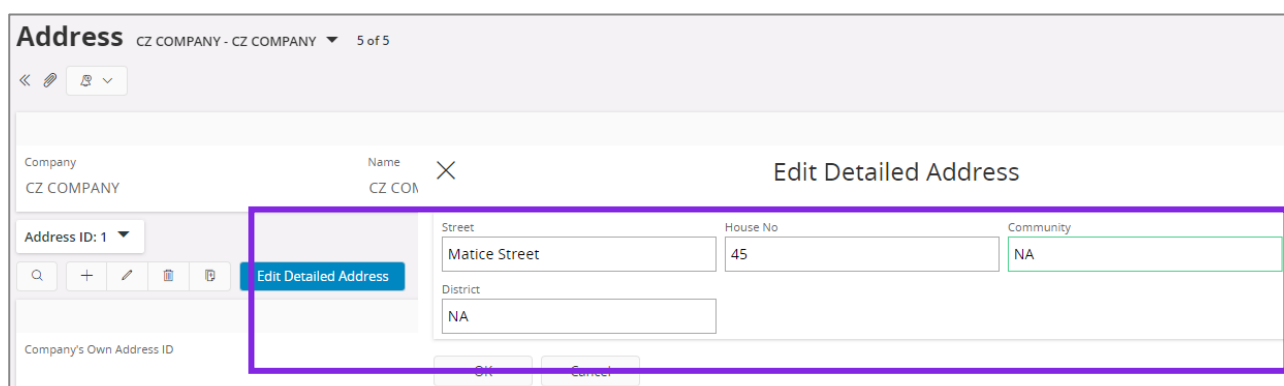
First, the fields for **City**, **Zip Code**, and **Country** must be enabled for the Czech Republic country code on the **Application Base Setup/Enterprise/Company/Basic Data/Address Presentation** page.



Second, the functionality for detailed 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.

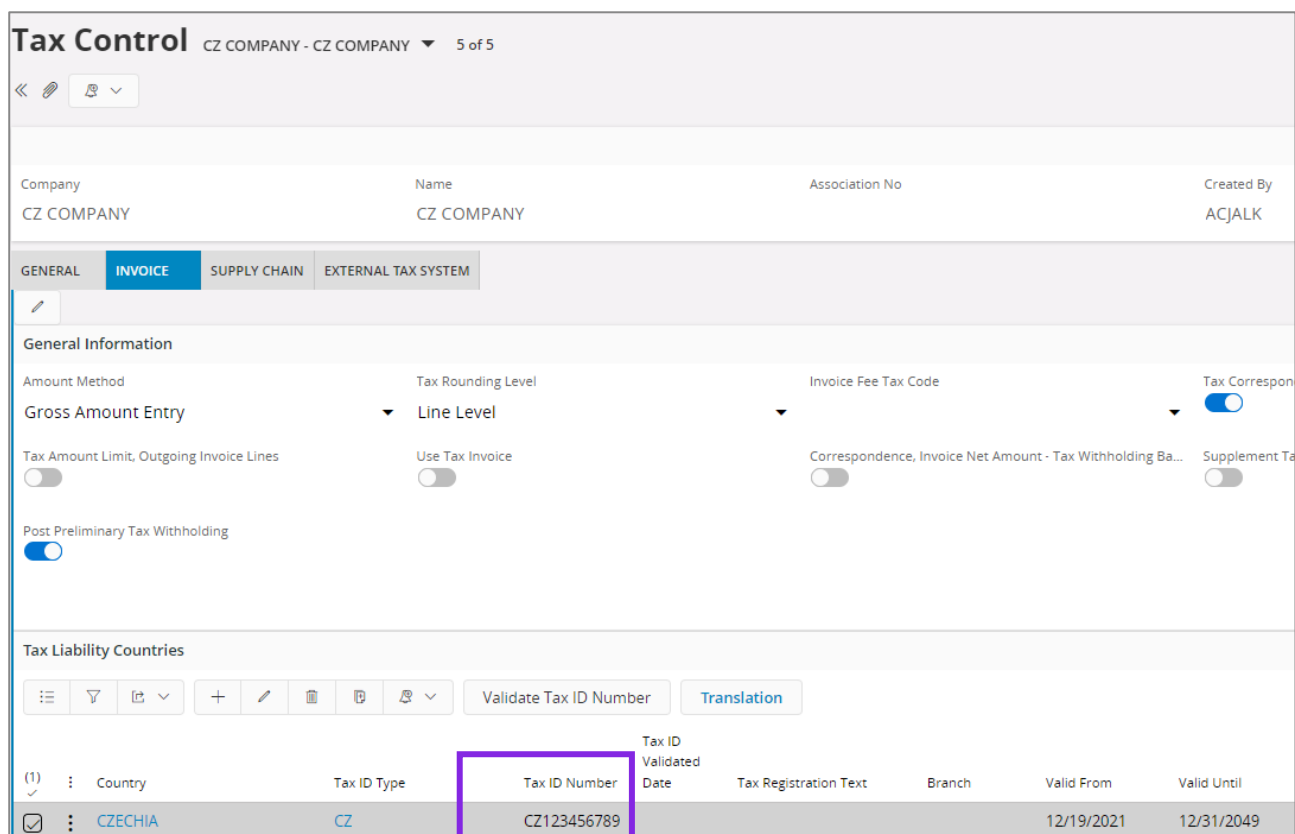


### 5.4.3 TAX ID NUMBER

Tax ID numbers are required for companies, suppliers, and customers and are used as references 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 the **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.

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

(I)	Comm ID	Name	Description	Communication Method	Value	Default per Method	Address ID	Default per Method and Address	Validity Period
<input checked="" type="checkbox"/>	2	Phone	phone	Phone	123/45678	Yes	01	Yes	
<input type="checkbox"/>	1	E Mail	Email			Yes	01	Yes	

## 5.4.5 CREATE TAX REPORT

A specific tax report must be created for the VAT summary report. Use standard functionality in the IFS Cloud to create the report on 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

Report No: GCZ007, Description: Czech VAT Summary Report

Tax Template: GCZ007 - Czech VAT Summary Report

Tax Group: CZ\_SUM\_REP - Czech VAT Summary Report, Tax Direction: Disbursed

Report Based on: Obsolete Tax Te..., Tax Transact...: No

Output Method: External File Template, File: TaxRepCZvatSum - Czech VAT Summary Report File, Tax Report Layout ID: XML Layout ID: TAX\_SUMMARY\_CZ

Additional Parameters: Detail Level: Customer, Sort Order: Based on Periods, Proposal Period/Date Range: Based on Periods, Correction Type: Supplementary Report, Repost Sequence Number: Document Series

Reporting Currency: Reporting Currency Base: Currency, Accounting Currency: USD, Currency Rate Type: Currency

DELIVERY TYPE: COMPANY

✓	Company	Accounting Currency	Parallel Currency
<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 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	Name
CZ TAX OFFICE	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
<input type="checkbox"/>	⋮	GCZ007 - Czech VAT Summary Report
<input type="checkbox"/>	⋮	GCZ004 - Czech Sales Tax Report
<input type="checkbox"/>	⋮	GCZ003 - Czech Purchase Tax Report
<input type="checkbox"/>	⋮	GCZ001 - Czech VAT Control Statement
<input type="checkbox"/>	⋮	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 the 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

A 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 the **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**

☰ 🔍 🗑️ + ✎

✓	:	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**

☰ 🔍 🗑️ + ✎

✓	:	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

<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"/>		

## 5.5 Create a 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.

×
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

### 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

☰

🔍

📄

🔗

✎

🗑️

🔔

⌵

New Tax

(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

☐ Details
 ☐ Delete

report

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 Nc	
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.

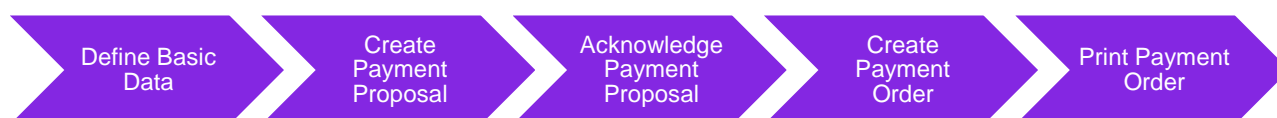
### 6.2 Solution

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 proposals 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 the **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 the **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 Q 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 the **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	Spojovací	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	23882010123423		CEKOCZPP	Yes	No	No		Detailed	Interim Posting

## 6.4.2 CREATE A 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
<input type="checkbox"/>	CZMCFOR	MultiCash Foreign Payments, Czech Republic	Yes	Is	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
<input type="checkbox"/>	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
<input checked="" type="checkbox"/>	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.

Financials > Payment Basic Data > Cash Book > Payment Institutes > Payment Methods per Institute > Format Specific Information per Institute - BANK - CZMCFOR

Format ID: CZMCFOR

Cash Account: BANK

Post Expense: 00

Charge Account: 622222222

Charge Currency: PLN

IBIS Account: 0000192334455568

IBIS Charge Account: 2345678

Remittance 1:

Remittance 2:

Remittance 3:

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: 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 of 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
CZMCFOR	1		246839243992	Yes	No	Deutsche Bank	XX Street	Berlin	12345		GE			Yes	DEUTDE33HAN
CZMCFOR	2		256839243993	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 the company cash account number.
- **Swift Code (04):** Enter company Swift code.

Financials > Payment Basic Data > Cash Book > Cash Accounts Company: ML CZECH

### Cash Accounts

Short Name: BANK Description Payment Institute More Favorites Clear Q Settings

✓	!	Short Name	Description	Payment Institute	Currency	Account Number	Account Reference	BIC/Swift Code	Default Flag	Intercash Account	Statement No. Not Entered	Associated Cash Account	Balance Method	Cash Transfer Method
<input type="checkbox"/>		BANK	BANK	BANK	PLN	23892010123423		CEKOCZPP	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 into **70** fields 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	DEUTDE33HAN
<input type="checkbox"/>	CZMCFOR	2		256839243983	No	No	VENETO BANCA S.C.P.A.	YY Street	Padova	34562		IT	BBAN		Yes	AMBPIP2M

#### 6.5.2 CREATE A 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 the Czech Republic to create payments to non-suppliers e.g. employees. The payment order file for non-suppliers must contain the same information about the 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									
<div> <span>🔍</span> <span>+</span> <span>✎</span> </div> <div> <span>⚙️</span> <span>📄</span> <span>24</span> <span>📅</span> </div>									
✓	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.



## 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

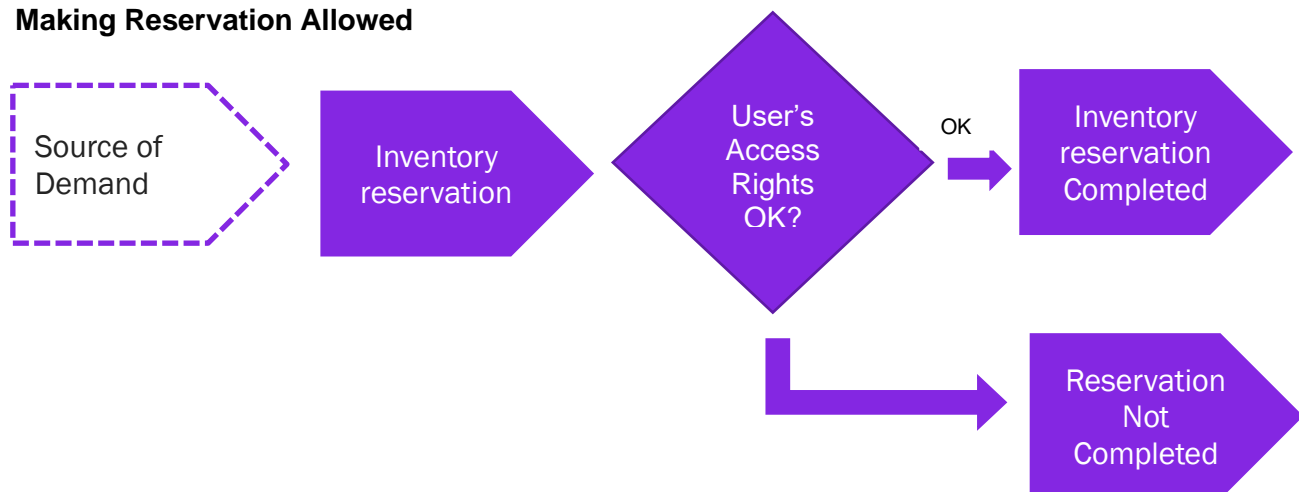
In Czech, warehouse managers or other personnel must be appointed by management as acting authority for material located in warehouses. This is a legal requirement. Due to this requirement only, authorized personnel may change quantity and/or value of material in warehouses. Warehouse access authorization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

### 8.2 Solution

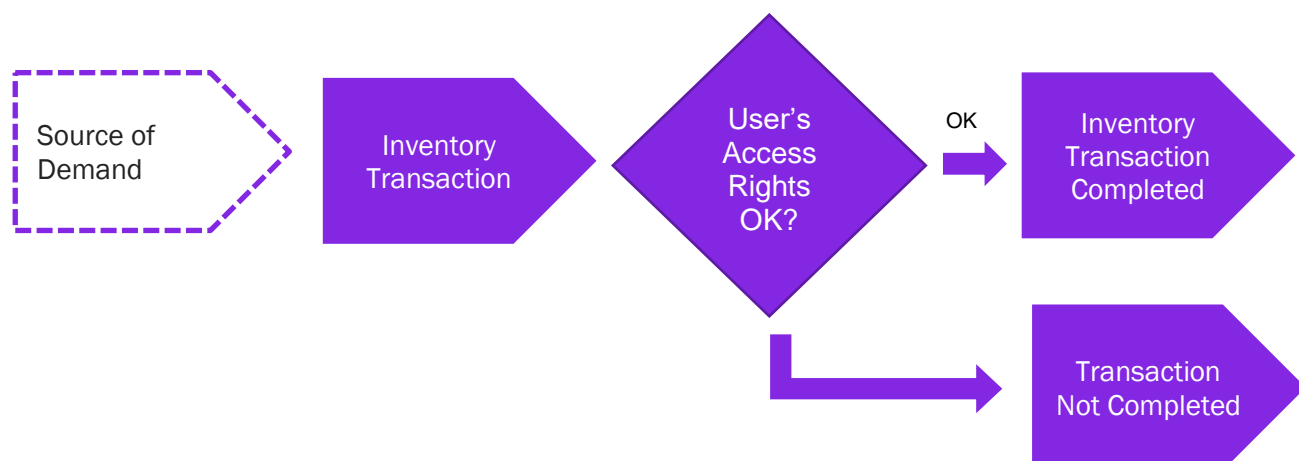
In IFS Cloud standard version IFS Cloud users are connected to sites and this connection determines the possibility to reserve inventory parts or conduct operations resulting in inventory transactions.

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**.

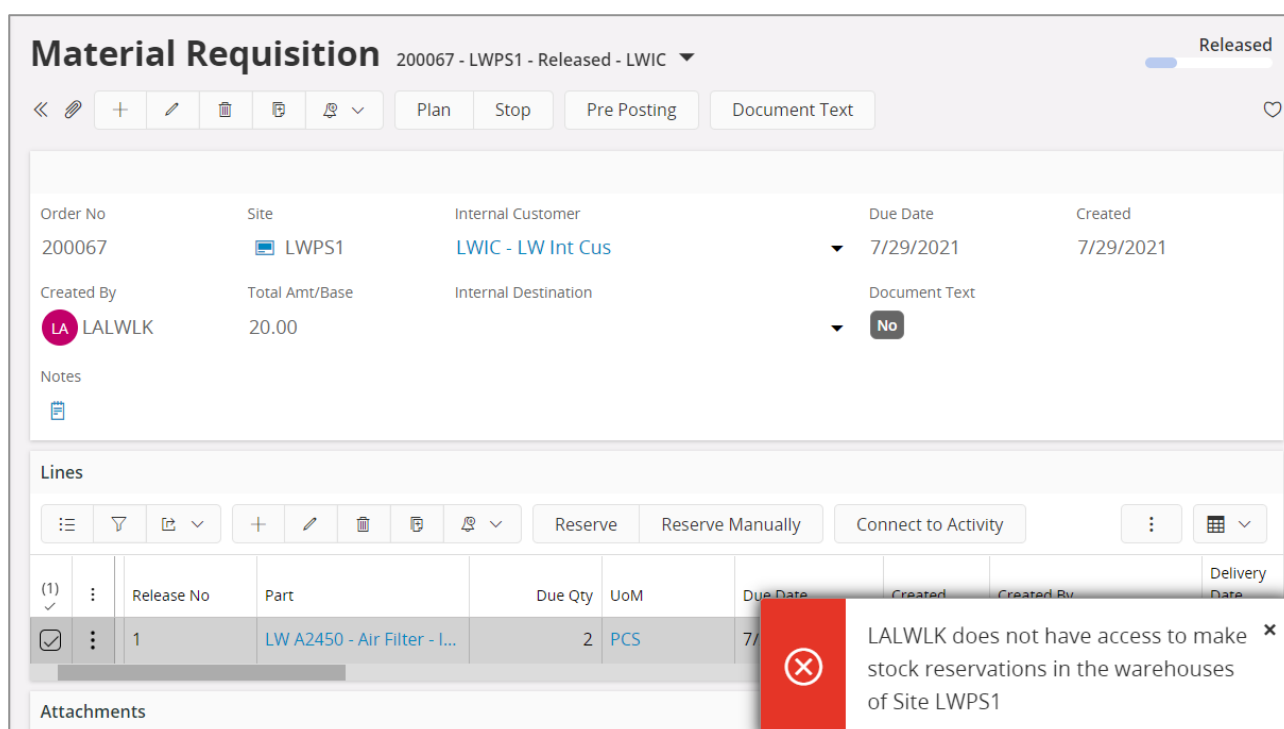
Search Advanced						
User: LALWLK Warehouse Performing Inventory Transaction Allowed More Favorites Clear Q Settings						
Warehouse Access						
✓	:	User	Site	Warehouse	Making Stock Reservation Allowed	Performing Inventory Transaction Allowed
<input type="checkbox"/>	:	LW LALWLK - Lalitha Wijebandara	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.



**Material Requisition** 200067 - LWPS1 - Released - LWIC Released

Plan Stop Pre Posting Document Text

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	

Notes

**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			

Attachments

**Error Message:** 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

<< < > >> Create New Part Revision

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

Unit Cost	Print Barcode	Note
10.00	<input type="checkbox"/>	

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 Unit
	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 the destination Site the Part cannot be moved to a destination location, so 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 the Czech Republic to provide a printed receipt for all cash transactions. The content of such a 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 the 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, three new columns are supported in the cash box for **Tax ID Number**, **Tax ID Validated Date** and **Tax ID Error Message**. Further, the command, **Tax ID Number Validation** is added to validate the tax ID number entered. Read **About Tax ID Number Validation** in IFS Cloud Documentation for more information about **Tax ID Number Validation** functionality.

Note: When the **Tax ID Number**, **Tax ID Validated Date** and **Tax ID Error Message** are present in a direct cash transaction they will be fetched to the tax ledger when **Fetch Tax Ledger Information** is executed after updating the relevant voucher to the 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

<< ✎ ✎ ✎ ▾ Update Company Update Company Translation New Company

Company	Name	Association No	Created By
NIL CZECH	NIL CZECH	CZ987654	NIARLK

**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
☑	CZECHIA	CZ	CZ784512				1/6/2022	12/31/2049

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

Country Solution Czech Republic 82

```
- <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 the *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	<b>Address Types</b> <div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> </div>																							
Address 12 Street Zero - Prague CZ - CZECHIA Open Map		<table border="1"> <thead> <tr> <th>(1)</th> <th>Address Type</th> <th>Default Address</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>Delivery</td> <td>Yes</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Document</td> <td>Yes</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Pay</td> <td>Yes</td> </tr> <tr> <td><input type="checkbox"/></td> <td>PrimaryContact</td> <td>Yes</td> </tr> <tr> <td><input type="checkbox"/></td> <td>SecondaryContact</td> <td>Yes</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Visit</td> <td>Yes</td> </tr> </tbody> </table>			(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
(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																							
Other Information Within City Limit <input type="checkbox"/> Jurisdiction Code																									

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	Tax ID Validated Date
			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 invoices.
- For foreign purchases, the amounts in accounting currency are not available in supplier invoices. The net amount is translated using the currency rate on the invoice arrival date. The tax amount is translated using the 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 suppliers. 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.

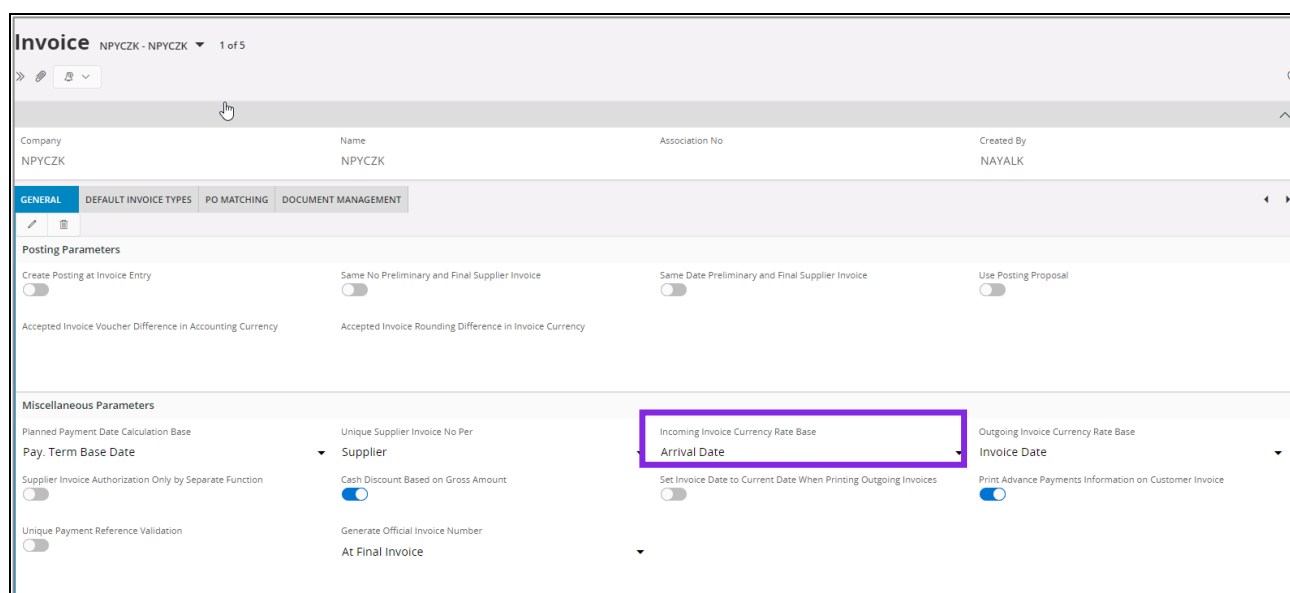
### 10.3 Prerequisites

- 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' setup screen for company 'NPYZK'. The 'General' tab is active, displaying various parameters. The 'Incoming Invoice Currency Rate Base' dropdown is highlighted with a red box, showing 'Arrival Date' as the selected option. Other visible parameters include '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', 'Planned Payment Date Calculation Base', 'Pay Term Base Date', 'Supplier Invoice Authorization Only by Separate Function', 'Unique Supplier Invoice No Per', 'Cash Discount Based on Gross Amount', 'Set Invoice Date to Current Date When Printing Outgoing Invoices', 'Print Advance Payments Information on Customer Invoice', 'Unique Payment Reference Validation', 'Generate Official Invoice Number', and 'At Final Invoice'.

Currency rate base options of **Voucher Date**, **Invoice Date**, and **Customs Declaration Date** exist in the 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

**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 the **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

Payment Term: 10 - 10 Days Net

Invoice Recipient: NY NAYALK - Nadeeka Yapa

When Posted: \* - IFS Applications

Use Invoice Recipient From: File Invoicing Supplier: NPYCZKSUP1 - NPYCZKSUP1

Posting Template Identity: Mandatory to enter Payment Ref... No

## 10.5 Enter manual supplier Invoice

The currency rates for supplier invoices 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 Currency Rate Base	Buy	Currency Rate Base	Tax Currency Rate Base	Currency Rate	Tax Currency Rate
Delivery Date	Disabled	Disabled		Specified company	on Disabled	Based on the Delivery Date	Based on the Delivery Date
Delivery Date	Enabled	Delivery Date		Specified company	on Delivery Date	Based on the Delivery Date	Based on the Delivery Date
Delivery Date	Enabled	Delivery Date		Specified company	on Invoice Date	Based on the Delivery Date	Based on the Invoice Date
Delivery Date	Enabled	Invoice Date		Specified company	on Specified company	Based on the Delivery Date	Based on the Invoice Date
Delivery Date	Enabled	Invoice Date		Arrival Date	Invoice Date	Based on the Arrival Date	Based on the 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 NPYCKZK	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 NPYCKZKSUP1 - NPYCKZKSUP1
Invoice Type SUPPINV	Series ID SI	Invoice No NY10/30	Currency PLN	Currency Rate 1.48	Invoice Date 10/5/2021
Payment Terms 10	Due Date 10/15/2021	Plan Pay Date 10/15/2021	Payment Reference	Automatic Payments Workflows When Posted	Arrival Date 10/20/2021
Advance Invoice <input type="checkbox"/>	Gross Amount	Net Amount	Tax Amount	Pay Term Base Date 10/5/2021	Authorizer ID

#### More Information

Reference Series	Reference Invoice No	Invoice Recipient NAYALK - Nadeeka Yapa	Supplier Invoice Address 13	Delivery Address 11	Use Project Address for Tax No
Reference Supplier	Preliminary 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	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

A 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 the base for voucher date, currency rate, and tax currency rate for invoices. The fields are added to 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 Czech Republic 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

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

Invoice Date:  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

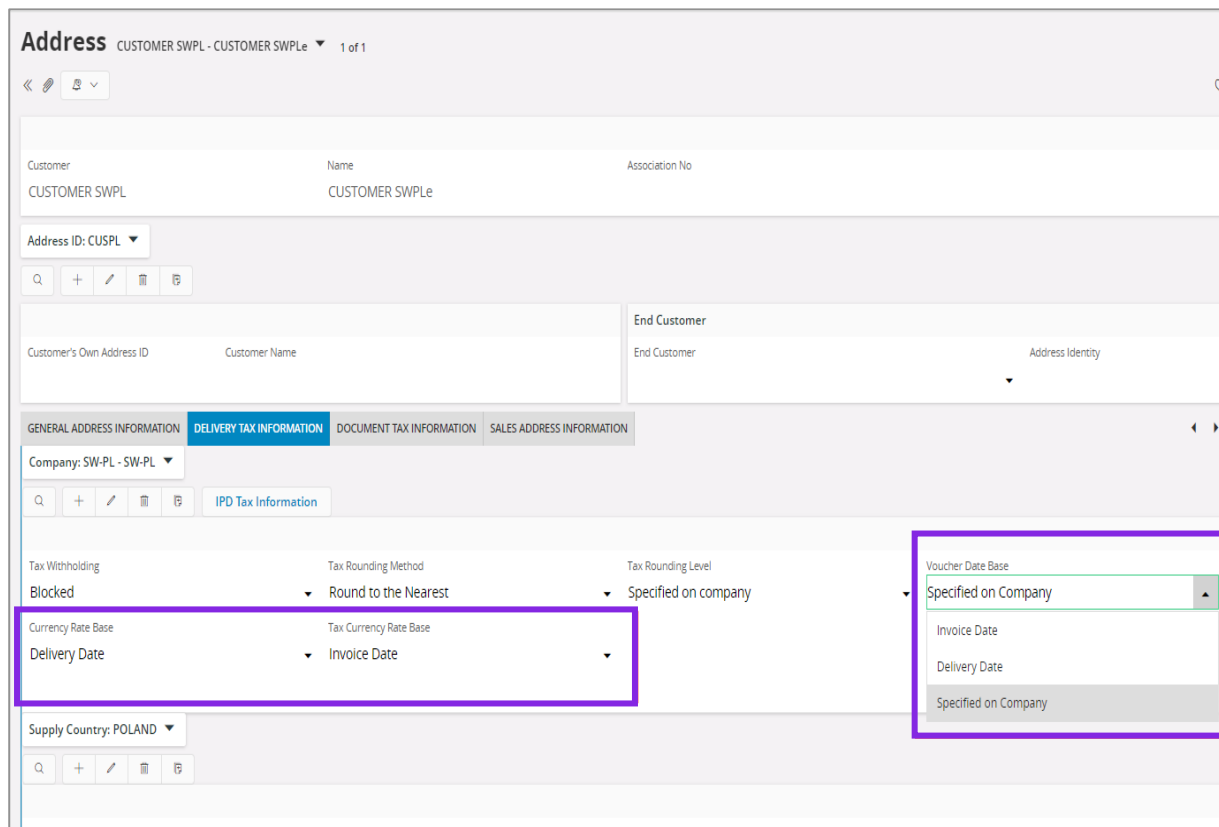
Tax Sell Currency Rate Base:

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**.



**Address** CUSTOMER SWPL - CUSTOMER SWPL 1 of 1

Customer: CUSTOMER SWPL Name: CUSTOMER SWPL Association No:

Address ID: CUSPL

Customer's Own Address ID: Customer Name: End Customer: End Customer: Address Identity:

**GENERAL ADDRESS INFORMATION** **DELIVERY TAX INFORMATION** DOCUMENT TAX INFORMATION SALES ADDRESS INFORMATION

Company: SW-PL - SW-PL

IPD Tax Information

Tax Withholding: Blocked Tax Rounding Method: Round to the Nearest Tax Rounding Level: Specified on company

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

Supply Country: POLAND

Voucher Date Base: Specified on Company, Invoice Date, Delivery Date, Specified on Company

## 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 invoices the **Latest Ship Date** field plays the role of delivery date. The "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 SWPL - 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
CUSTOMER ...	CUSTOMER SWPL	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

#### Invoice Type

CUSTORDDEB - Customer Order Invoice, Debit

#### Invoice Address

CUSPL

#### Printed Date

17/07/2021

#### Our Reference

NL NICOLAS LECLERCQ

#### Customer Reference Name

Branch

#### Customer Branch

Jinsui Status  
Non Jinsui

#### Invoice Date

17/07/2021

#### Preliminary Invoice No

204701

#### Customer Reference

#### Payment

Pay Term Base Date  
17/07/2021

Due Date  
27/07/2021

Payment Terms  
10 - 10 Days

Payment Reference

#### Delivery

Delivery Address  
CUSPL

Latest Ship Date  
01/09/2021

Wanted Delivery Date  
02/09/2021, 02:00

Delivery Terms Description  
IFS APPLICATIONS

Forwarder ID

Ship Via  
IFS APPLICATIONS

Delivery Terms Location

Label Note

#### Indicators

Price Adjustment  
No

Use Price Incl Tax  
No

Correction Exist  
No

Correction Reason ID

Advance/Prepayment Invoice  
No

Notes  
No

Correction Invoice  
No

Correction Reason

#### References

Currency Rate and Voucher Base Date

Voucher Date Base

Delivery Date

Currency Rate Base

Invoice Date

Tax Currency Rate Base

Invoice Date

#### Invoice Text

## 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

<
+
✎
🗑
🔔
⌵
More Information
Installment Plan and Discounts
Pre Posting
Reprint Original
Reprint Modified
⋮
🔖

Customer <b>CS</b> 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 <b>CS</b> 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		

Cancel

## Project Invoice

A new field **Delivery Date** is added to 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 the **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 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.

Project Invoice

PJ - 200700032

Posted Auth

Notes

Printout

Credit Entire Invoice

Create Correction Invoice

Customer Installment Plan

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
			CUSPL
Tax ID Number			
214234234			

## 11.6 Process Invoices

### General

New functionality to define the base for voucher date and currency rates is added for the following types of 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 dates 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 a 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 the 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 the 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 the 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 the 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 the company is enabled.
- On instant invoice the **Currency Rate Base** and the **Tax Currency Rate Base** fields can be modified only before the 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 the 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 the 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 the 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 invoices from external invoice functionality.
- Query supplier invoice. Columns are added to *Supplier Invoices Analysis* and *Supplier Invoice Analysis*, to query based on internal invoice numbers.

### 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	Define Invoice Series ID	Branch	Print Debit/Credit Note	Correction Invoice	Layout ID	Report Footing	Internal Invoice Number Series ID
✓	SUPPINV	Manual Supplier Invoice		No	No	No	SI		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 the internal invoice series is numbered automatically **Internal Invoice No** will be filled with the 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.

Financials > Supplier Invoice > Manual Supplier Invoice

Search **Advanced** Show only current results

Status Invoice No Supplier More Favorites Clear Q Settings

**Manual Supplier Invoice** SI - 26

New Manual Supplier Invoice More Information Pre Posting Installment Plan And Disc

PO Reference	Receipt Reference	Sub Contract Reference
Invoice Type SUPPINV	Series ID SI	Invoice No 26
Pay Term Base Date 12/2/2021	Payment Terms 0 - Due Immediately	Due Date 12/2/2021
Authorizer ID *	Notes No	Advance Invoice No
Gross Amount 1000.00	Net Amount 1000.00	Tax Amount 0.00

More Information

Reference Series Reference Invoice No Invoice Recipient

Supplier Invoice Address Delivery Address

Reference Supplier Preliminary Code

Nature Of Business

Tax Currency Rate Parallel Currency Rate Delivery Date Tax Invoice Series ID Tax Invoice No Tax Invoice Date

Transfer Status

Correction Reason ID Correction Reason

Branch Supplier Branch

Internal Series ID Internal Invoice No

SI1 26

OK Cancel

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

## 12.6 Create Supplier Invoice from External Invoice

When a supplier invoice is created automatically using the functionality of *External Invoice*, the **Internal Series ID** is filled based on settings for invoice type. If the 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
Installment 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		No	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 DK DILSHAN	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 SI1	Internal Invoice No 26
One-Time Supplier	Authorized	
No	No	

OK

## 12.8 Delimitations

Not defined.

## 13 Handle Prepayment Tax Documents

### 13.1 Overview of Legal Requirement

The sales process in the 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 the 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.

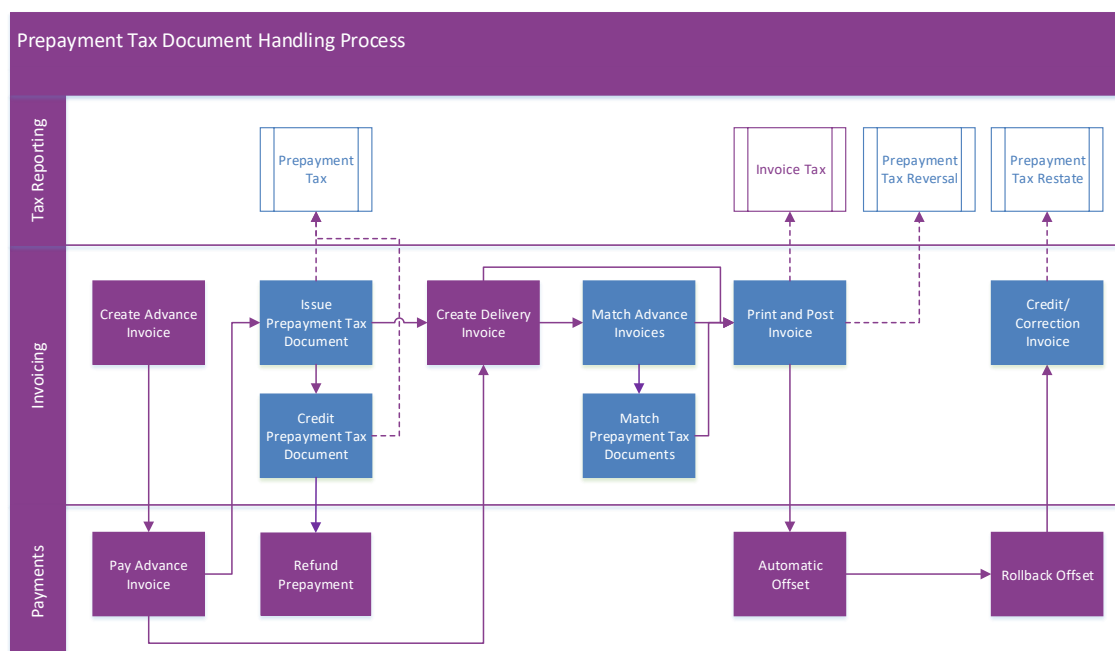
<https://business.center.cz/business/pravo/zakony/dph/>

### 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 invoices.
- Issue prepayment tax documents.
  - 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 invoices.
  - Advance invoice matching option is enabled in customer invoices, which is the same as in instant invoices.
  - 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.



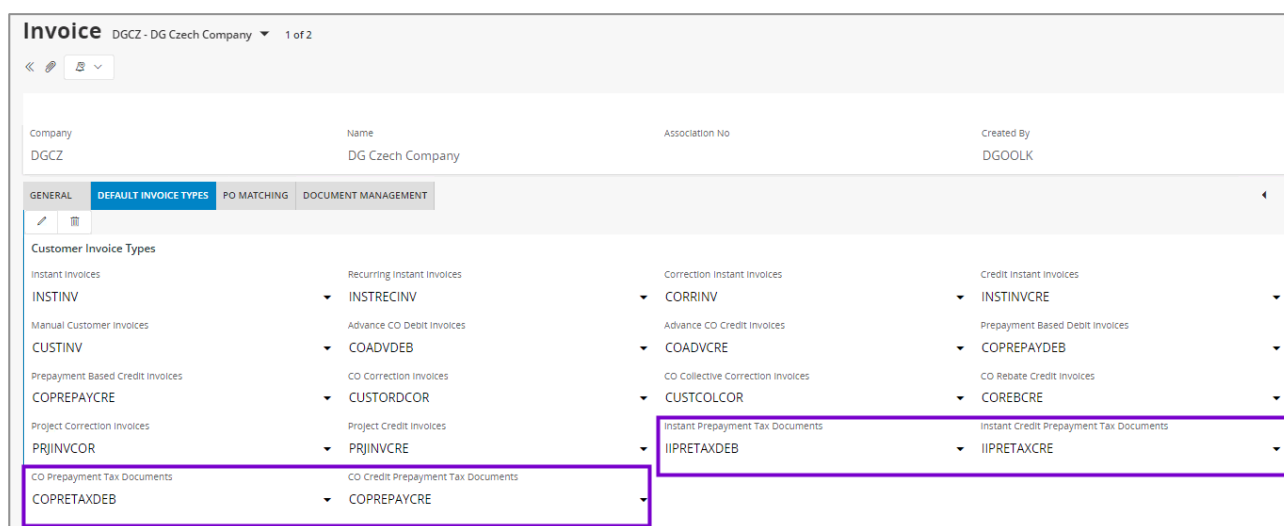
### 13.3.2 ASSUMPTIONS

- 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.
- Only one credit prepayment tax document could be created for the same debit prepayment tax document.

### 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.



Company	Name	Association No	Created By
DGCZ	DG Czech Company		DGOOLK

GENERAL	DEFAULT INVOICE TYPES	PO MATCHING	DOCUMENT MANAGEMENT
Customer Invoice Types			
Instant Invoices	Recurring Instant Invoices	Correction Instant Invoices	Credit Instant Invoices
INSTINV	INSTRECINV	CORRINV	INSTINVCRE
Manual Customer Invoices	Advance CO Debit Invoices	Advance CO Credit Invoices	Prepayment Based Debit Invoices
CUSTINV	COADVDEB	COADVCRE	COPREPAYDEB
Prepayment Based Credit Invoices	CO Correction Invoices	CO Collective Correction Invoices	CO Rebate Credit Invoices
COPREPAYCRE	CUSTORDCOR	CUSTCOLCOR	COREBCRE
Project Correction Invoices	Project Credit Invoices	Instant Prepayment Tax Documents	Instant Credit Prepayment Tax Documents
PRJINVCOR	PRJINVCRE	IIPRETAXDEB	IIPRETAXCRE
CO Prepayment Tax Documents	CO Credit Prepayment Tax Documents		
COPRETAXDEB	COPREPAYCRE		

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**.

### Supply Chain Information

DGCZ - DG Czech Company 1 of 2

Company: DGCZ Name: DG Czech Company Association No: Created By: DGOOLK

GENERAL WAREHOUSE MANAGEMENT PROCUREMENT **SALES** RENTAL

**General**

Delay Cost of Goods Sold to Delivery Confirmation ☐ Inter-Site Profitability ☐ Exclude Services in Delivery Note Printout ☐ Invoice Unconnected Charges Separately ☒

**Invoice Prepayment**

Method For Invoicing Prepayment: Advance Invoice Base for Advance Invoice: Gross Amount Apply Tax: ☒ Allow with Delivery Confirmation: ☐

**Change Lead/Customer Category Defaults**

Overwrite Sales Related Data ☐ Transfer Address Related Info from Template ☐

### 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

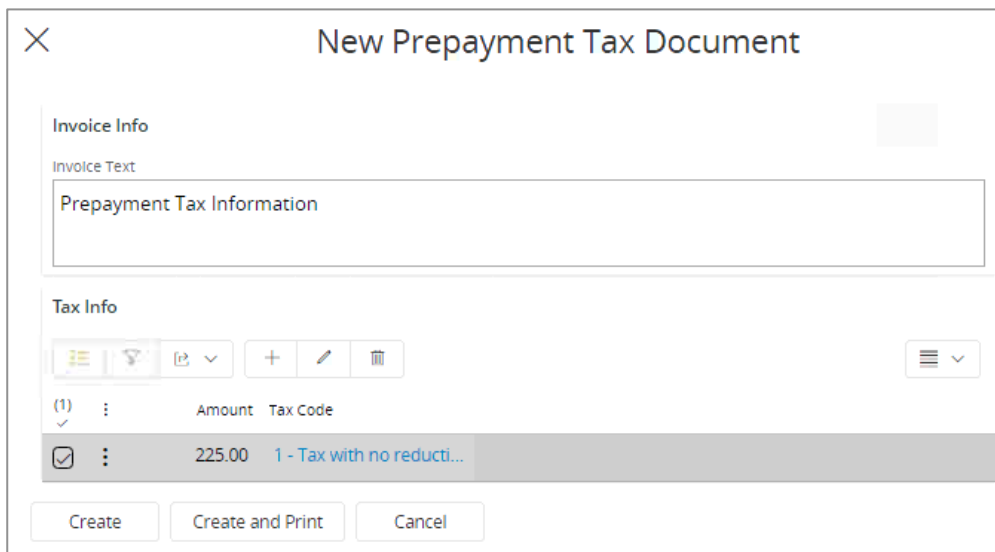
Go to **Financials/Customer Invoice/Paid Advances Not Matched** and search for the prepayment. This page shows the paid advance invoices that are not matched with the delivery invoice. There can be multiple payments for a single advance invoice.

(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.

(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 dialog box is titled "New Prepayment Tax Document". It contains two main sections: "Invoice Info" and "Tax Info".

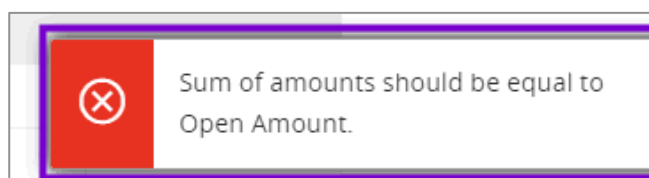
**Invoice Info:** Includes a text field labeled "Invoice Text" containing the text "Prepayment Tax Information".

**Tax Info:** Includes a table with columns "Amount" and "Tax Code". The table has one row with a checked checkbox, an amount of "225.00", and a tax code of "1 - Tax with no redukti...".

At the bottom of the dialog box 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 an 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 a tax document is equal to the open amount of the prepayment.



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

Paid Customer Advance Invoices Not Matched											
View Prepayment Tax Document										24	
(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"/>	1/1/2022	II	9700039	CUPIA	30	DC DG_CZ - DGCZ Customer	USD	100.00	100.00	TD	2021021

If the advance invoice is handled through customer order flow, the created prepayment tax document can be viewed on the **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

Share View Posting Installment Plan and Discounts Notes Electronic Fiscal Note

Customer No <b>DC</b> DG_CZ	Customer Address Na... DGCZ Customer	Series ID <b>TD</b>	Invoice No 2021005	Company DGCZ	Site DGCZ	Invoice Created 1/4/2022	Order Created
--------------------------------	---	------------------------	-----------------------	-----------------	--------------	-----------------------------	---------------

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

LINES	GENERAL	HISTORY																					
<table border="1"> <thead> <tr> <th>Prepayment Tax Amount</th> <th>Prepayment Tax Base Amount</th> <th>Pos</th> <th>Invoice Item</th> <th>Description</th> <th>Invoiced Qty</th> <th>Sales UoM</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>24</td> <td>1</td> <td></td> <td>Prepayment Tax Information</td> <td></td> <td></td> </tr> <tr> <td>1.61</td> <td>13.39</td> <td>2</td> <td></td> <td>Prepayment Tax Information</td> <td></td> <td></td> </tr> </tbody> </table>	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				
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 on 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

More Information Installment Plan and Discounts Pre Posting Print Invoice Print Work Copy

Customer <b>DC</b> 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
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
	50.00	200.00				Prepayment Tax Information 22	
	26.79	223.21				Prepayment Tax Information 22	

The 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.
- Invoice lines cannot be added.
- Only **Description** and **Delivery Type ID** are editable at the 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 the **Delivery Date** in the Instant invoice and the **Latest Ship Date** in the 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 documents.

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

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

```
<SERIES_REFERENCE>119700064</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 the 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: DGCZ Customer

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	2021021		
2	PP38	2670 - Output Tax, Pay...	-20.00	TD	2021021		
3	PP40	2679 - Contra Acc. Out...	20.00	TD	2021021		

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

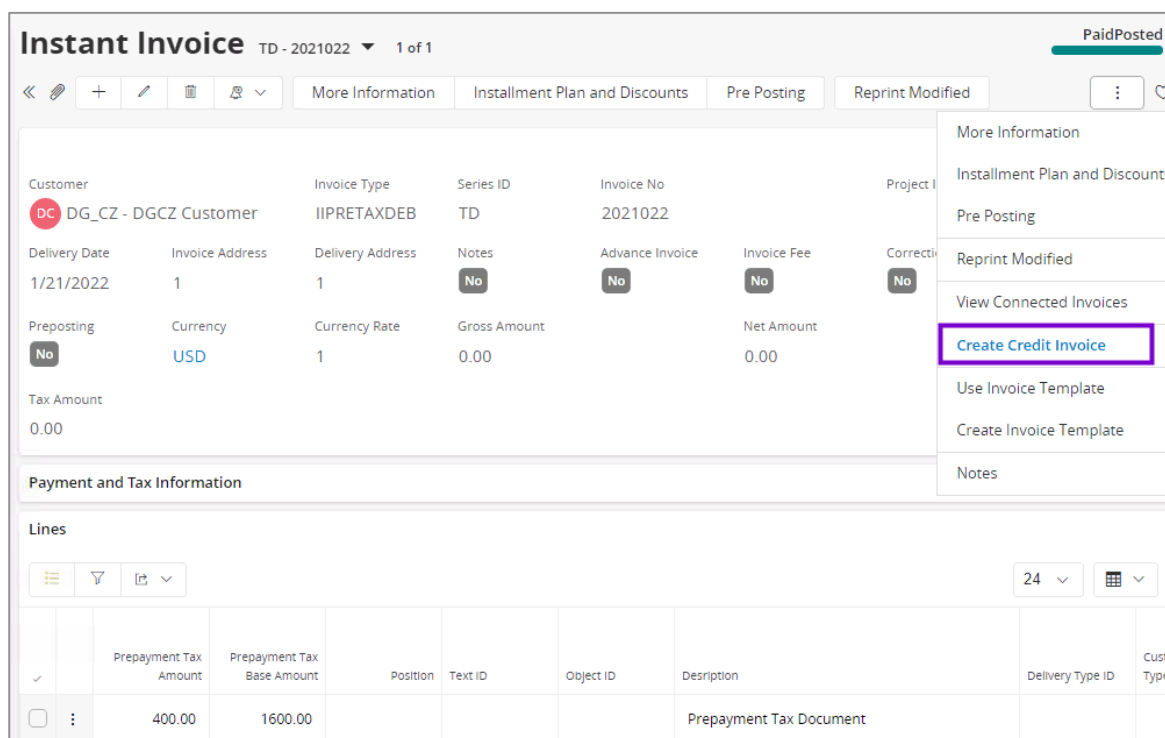
The tax transactions are transferred to the tax ledger under the new invoice type with the relevant information. The tax liability date for the transaction is fetched based on the **Accounting Rules/ Tax/ Tax Liability Date Control** setup.

Note: If specific currency rates are used for tax transactions, the amounts are calculated and posted based on the 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 'Paid/Posted' status is indicated in the top right. A context menu is open, showing options like 'More Information', 'Installment Plan and Discounts', 'Pre Posting', 'Reprint Modified', 'View Connected Invoices', 'Create Credit Invoice' (highlighted with a red box), 'Use Invoice Template', 'Create Invoice Template', and 'Notes'.

Customer	Invoice Type	Series ID	Invoice No	Project
DC DG_CZ - DGCZ Customer	IIPRETAXDEB	TD	2021022	

Delivery Date	Invoice Address	Delivery Address	Notes	Advance Invoice	Invoice Fee	Corrective
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

**Payment and Tax Information**

**Lines**

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

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 the instant invoice flow and **Debit/ Corr Invoice ref** in the customer order invoice flow.
- Invoice lines cannot be added.
- Only **Delivery Type ID** is editable at the 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 the Instant invoice and **Latest Ship Date** in the 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 Installment Plan and Discounts Pre Posting Print Invoice

Customer <b>DC</b> 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
Preposting No	Currency USD	Currency Rate 1	Gross Amount 0.00	Net Amount 0.00	
Tax Amount 0.00					

Correction Invoice No Correction Exists No

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 <b>DC</b> 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 the prepayment tax document, a new prepayment tax document can be issued for the open prepayment.



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

### 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 the default invoice type for prepayment tax documents.

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

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

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

- The reference to the advance invoice was added in the 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 the 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 on 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 the prepayment tax document section.

If there is a single tax code in all prepayment tax documents available for matching, attached to the advance invoice, the **Matched Amount** of prepayment tax document lines will be filled in the payment date order.

If there are multiple tax codes in any of the prepayment tax documents available for matching, attached to the advance invoice, the **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 the prepayment tax document line as required. **Not Matched Amount** and **Not Matched Tax Amount** indicate the remaining gross amounts and the tax amount for matching. The **Matched Tax Amount** is calculated when saved and the tax amount is not editable.

×
Advance Invoice Reference

Payer Identity

DC DG\_CZ - DGCZ Customer

Series ID

PR

Invoice No

208831

**Advance Invoice Lines**

⌵ ⌵ ⌵ ⌵ ⌵ ⌵ ⌵ ⌵ ⌵ ⌵

+ ✎ ✖ 🔄 🔍

24 ⌵

(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"/>	II	9700055	*	0		2000.00	2000.00	0.00	2000.00	

⌵ ⌵ ⌵ ⌵ ⌵ ⌵ ⌵ ⌵ ⌵ ⌵

✎ ✖ 🔄 🔍

24 ⌵

(1)	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 the 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 documents. 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-XXXXX is more than the matched amount of tax document/s. This is only possible when there are prepayments without tax documents. 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 the **Advance invoice reference** dialog box, the delivery invoice will not be offset with any advance invoice.

Country Solution Czech Republic

114

- 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 the delivery invoice is printed, a new line will be created on the invoice with the prepayment tax document base amount and tax amount.

Instant Invoice

II - 9700054

1 of 6

Partly Paid Posted

More Information

Installment Plan and Discounts

Pre Posting

Reprint Original

Reprint Modified

:

⌵

Customer

DC DG\_CZ - DGCZ Customer

Invoice Type

INSTINV

Series ID

II

Invoice No

9700054

Project ID

⌵

Invoice Date

1/27/2022

Delivery Date

1/27/2022

Invoice Address

1

Delivery Address

1

Notes

No

Advance Invoice

No

Invoice Fee

No

Correction Invoice

No

Correction Exists

No

Preposting

No

Currency

GBP

Currency Rate

3

Gross Amount

10000.00

Net Amount

10000.00

Tax Amount

0.00

Payment and Tax Information

⌵

Lines

⌵

⌵

⌵

24

⌵

⌵

✓	Object ID	Description	Prepayment Tax Amount	Prepayment Tax Base Amount	Tax Code	Position	Text ID	Delivery Type ID	Customer Income Type
<input type="checkbox"/>	:	06-01	Object 01						
<input type="checkbox"/>	:	Prepayment Tax Document	40.00	160.00	1				

The tax on prepayment will be reversed with delivery invoice postings by using an “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

Sales 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

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 an advance invoice as per IFS Cloud standard functionality. In the customer order invoice flow, the delivery invoice will be automatically offset with the advance invoices saved in the *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 the return material authorization process, matched prepayment tax document lines are not created in credit invoices. It is not required to roll



### 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
<input type="checkbox"/>	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 the **Advance Invoice Reference** dialog box, will get deleted when the offset transaction is rolled back.

### Advance Invoice Reference

Payer Identity
Series ID
Invoice No

DG DGCZ - DGCZ Customer
CD
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 corrected 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 documents will be restated when the correction invoice is posted.

**Step 3** – As per the IFS Cloud standard process, manually offset the delivery invoice and correction invoice using the **Financials/ Accounts Receivable/ Manual Payment/ Customer Offset** page.

#### 13.3.12.2 Using Credit Invoice

Follow the below steps to roll back offset transactions 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.

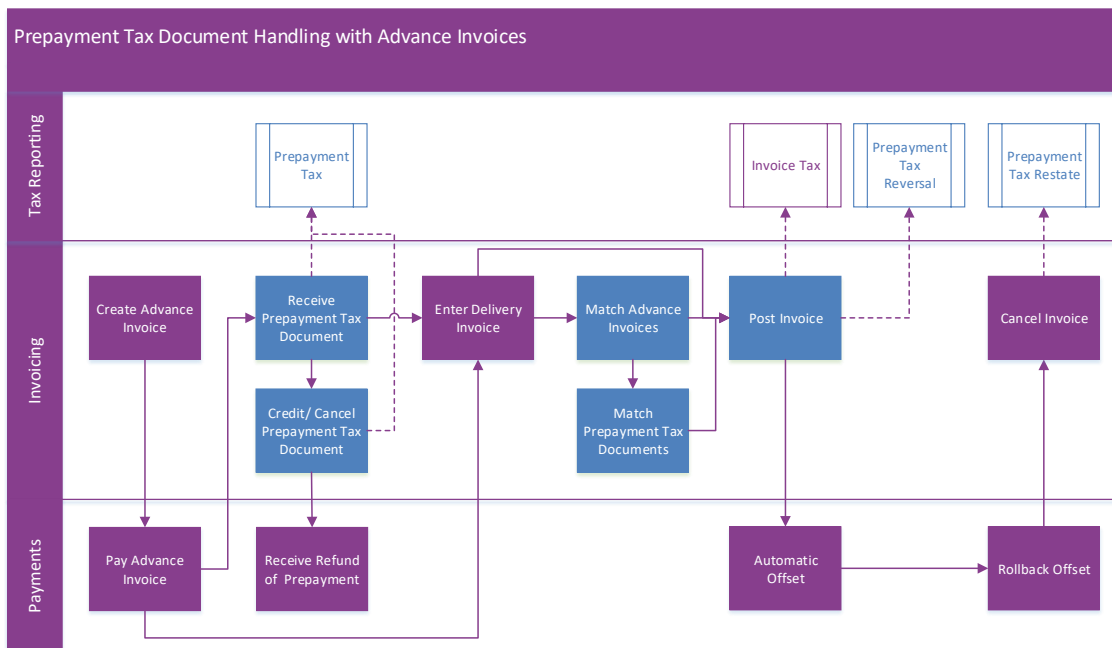
**Step 3** – As per the IFS Cloud standard process, manually offset the delivery invoice and credit invoice using the **Financials/ Accounts Receivable/ Manual Payment/ Customer Offset** page.

Note: The currency Rate Correction option in the invoice cannot be used to roll back offset transactions, since the advance invoices cannot be matched with correction invoices.

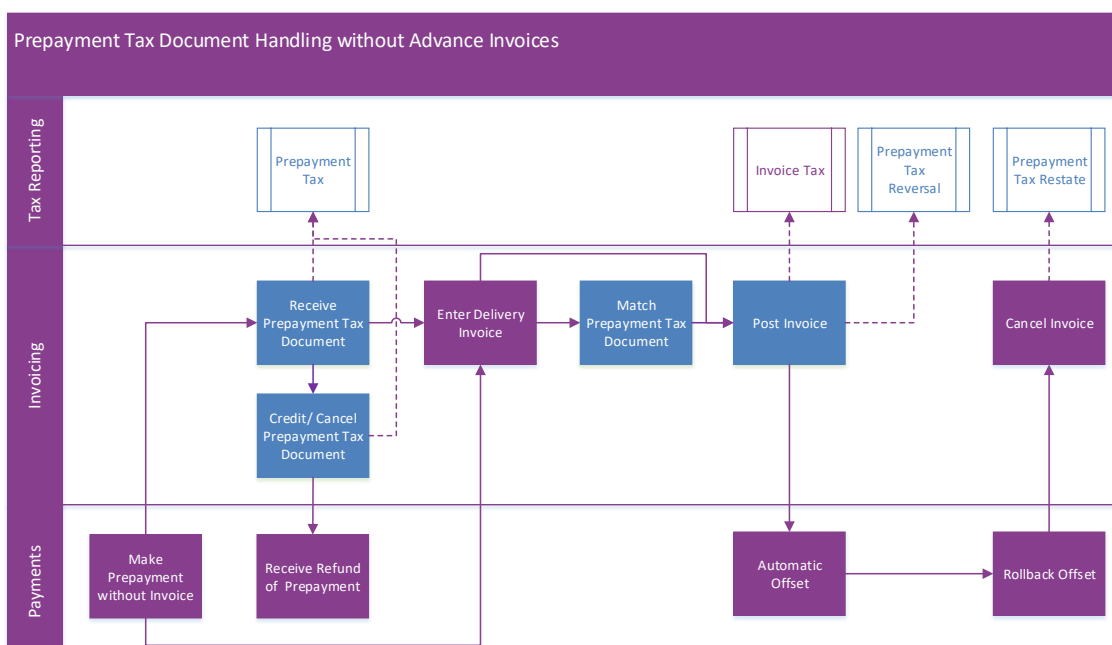
## 13.4 Handling Supplier Prepayment Tax Document

### 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 the prepayment number. A column is introduced in the invoice header to select the prepayment.
  - An option is introduced to identify **Prepayment Tax Documents**.
  - Enter tax code, base amount, and tax amount. Two columns are introduced to enter the prepayment tax documents the base amount and the tax in the invoice line.
  - If required, edit the accounting currency amounts. Two columns are introduced to enter prepayment tax documents the 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 the 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 a 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 the 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 the prepayment tax document the base amount and tax in the invoice line.
  - If required, edit the accounting currency amounts. Two columns are introduced to enter the prepayment tax document base amount and tax amount in accounting currency.

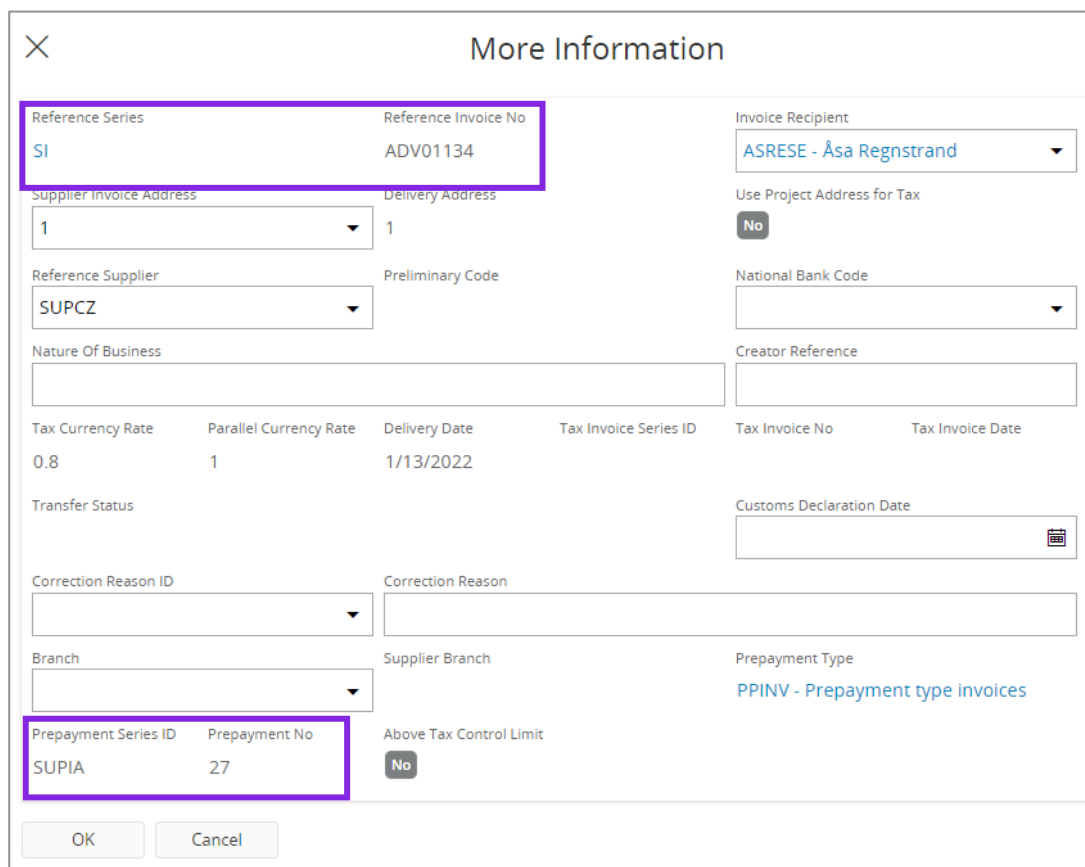
### 13.4.2 MAKE THE PREPAYMENT

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 invoices.

If the prepayment is not based on an advance invoice received from the 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 the 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 the *More Information* dialog box and select the relevant prepayment series and number in the **Prepayment Series ID** and **Prepayment No** fields.



When the prepayment number is entered,

1. The advance invoice number is fetched to the **Reference Series** and **Reference Invoice No** field in the **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 the **Prepayment Type** is defined in the 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

Navigation: New Manual Supplier Invoice | Posting Proposal | More Information | Pre Posting | Installment Plan And Discounts | Copy and Cancel | Use Invoice Template | Create Invoice Template

Supplier: SUPCZ - Chechz supplier AR

Invoice Date: 1/13/2022 | Arrival Date: 1/13/2022

Invoice Type: SUPPINV | Series ID: SI | Invoice No: TAX01138 | Currency: USD | Currency Rate: 1

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

Prepayment Tax Document: ☒ Yes

Gross Amount: 0.00 | Net Amount: 0.00 | Tax Amount: 0.00

Line Information:

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

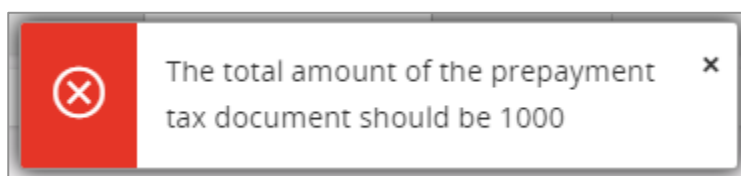
Go to lines and enter prepayments tax document lines as in the documents received from the supplier. The prepayment tax document contains the following characteristics.

- 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 documents can be canceled 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.

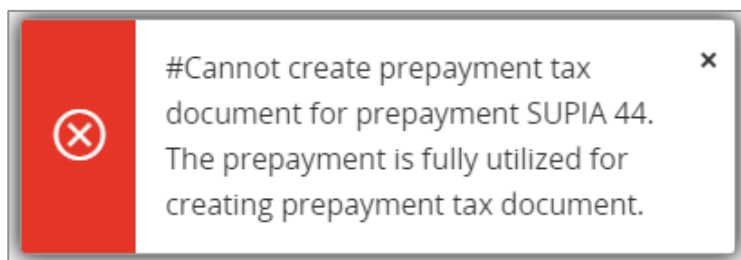
Note: Prepayment tax documents can be canceled only when it is not matched with a delivery invoice or credited.

When saving prepayment tax documents 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 a 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** 1 - 2022000024 1 of 1 Approved

Notes

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 Update Error

**Reference Voucher Information**

Company	Type	Number	Voucher Year
---------	------	--------	--------------

**Entry Information**

Entered By: ASRESE	Entry Date: 1/13/2022	User Group: AC
--------------------	-----------------------	----------------

**Approval Information**

First Approved By: ASRESE	Approved Date: 1/13/2022	User Group: 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	2080 - Input tax, pay...	USD	1	1	200.00	200.00	200.00	SI	TAX011310	200.00	200.00	200.00	172.41
3	PP41	2589 - Contra Acc. Imp...	USD	1	1	200.00	-200.00	-200.00	SI	TAX011310		200.00	-200.00	

Note: Additionally, the “IP1 – Supplier Debts, Invoice” entry is created with zero amount in the “I” voucher. Also, a “U” voucher is created for the payment of invoices with zero amounts using the posting type, “IP1 – Supplier Debts, Invoice”. This is the IFS Cloud standard functionality for zero invoices.

**Voucher Details Analysis**
U - 2022000014
7 of 7
Approved

Notes

Voucher Type	Voucher No	Function Group	Voucher Date	Accounting Year	Period	Multi-Company Voucher	Notes
U	2022000014	U	1/13/2022	2022	1	No	No
Voucher Text				Update Error			

**Reference Voucher Information**

Company	Type	Number	Voucher Year
---------	------	--------	--------------

<b>Entry Information</b>			<b>Approval Information</b>		
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 the 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

 SUPCZ - Chechz supplier AR

Series ID

SI

Invoice No

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

Q

Voucher Type	Voucher No	Date	Year
I	2022000029	1/14/2022	2022

Voucher Postings

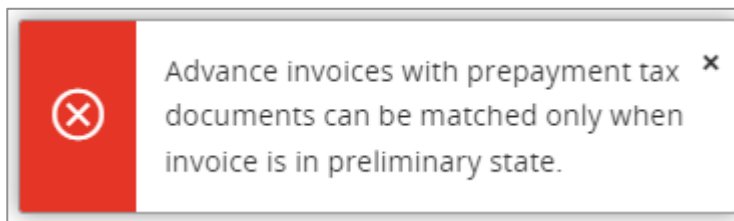
✓	:	Voucher Company	Account	Transaction Code	Currency Code	Currency Rate	Conversion Factor	Debit Amount In Transaction Currency	Credit Amount In Transaction Currency	Amount In Transaction Currency	Debit Amount In Accounting Currency	Credit Amount In Accounting Currency	Amount In Accounting Currency
<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



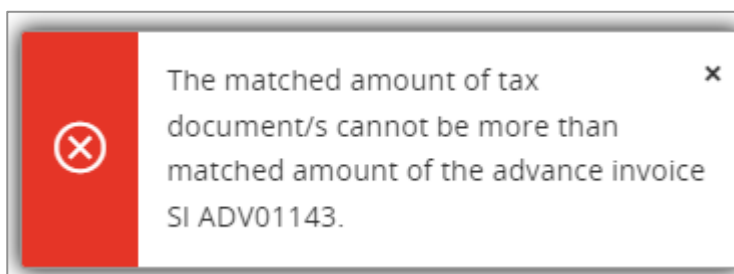
The accounting currency value of the tax reversal postings is calculated based on the delivery invoice currency rate. If the prepayment tax document currency rate is different from the delivery invoice currency rate, additional postings are created for the currency difference. The currency difference 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.

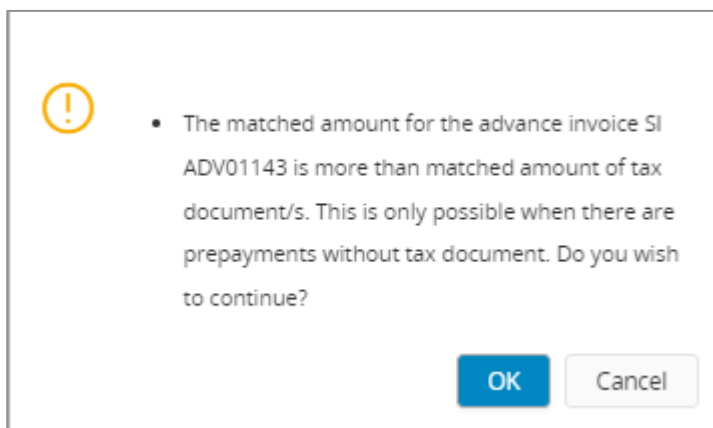
- If there are prepayment tax documents attached to the advance invoice, the matching should be done only when the invoice is in a **Preliminary** state. In all other scenarios, the postings for reversing tax documents will not be created.



- 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 documents. 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 the 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 SUPPINV Series ID SI Invoice No DEL01264 Currency EUR Currency Rate 0.9 Invoice Date 1/26/2022 Arrival Date 1/26/2022

Pay Term Base Date 1/26/2022 Payment Terms 0 - Due Immediately Due Date 1/26/2022 Plan Pay Date 1/26/2022 Payment Reference Voucher Type Reference Voucher No Reference

1/26/2022 0 - Due Immediately 1/26/2022 1/26/2022 I 2022000124

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 No Gross Amount 1000.00 Net Amount 800.00 Tax Amount 200.00

**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 the 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.



### 13.4.7.2 Prepayments without advance invoices

After manually matching the prepayment tax document and posting the 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 a credit invoice based on the credit invoice received from the 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 the issue of a new invoice by the 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 the **Advance Invoice Reference** dialog, will get deleted when the offset transaction is rolled back.

Manual Supplier Invoice SI - DEL0127B 1 of 1

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	Invoice Date
SUPPINV	SI	DEL0127B	USD	1	1/27/2022
Pay Term Base Date	Payment Terms	Due Date	Plan Pay Date	Payment Reference	Voucher Type Reference
1/27/2022	0 - Due Immediately	1/27/2022	1/27/2022	I	2022000129
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 (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	1000.00	800.00	200.00					200.00	172.41	SI	TAX0127B	0.00	800.00
	2	1	25	0.00	0.00	0.00	200.00	800.00	200.00	800.00	0.00	0.00	SI	TAX0127B	0.00	0.00

×
Advance Invoice Reference

Payee Identity  
CS SUPCZ - Chechz supplier AR

Series ID  
 SI

Invoice No  
 DEL0127B

**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

Then cancel the delivery invoice. The reversal of tax on prepayment tax documents will be restated when the invoice is canceled.

**Voucher Details Analysis**
K - 2022000007
1 of 1

⏪
🔍
📝
Notes

Voucher Type	Voucher No	Function Group	Voucher Date	Accounting Year	Period	Multi-Company Voucher
K	2022000007	K	1/27/2022	2022	1	No

Voucher Text: Chechz supplier AR

Update Error

**Reference Voucher Information**

Company	Type	Number	Voucher Year
ARPP-CZ	I	2022000129	2022

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"/>	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 the supplier.

### 13.4.9.2 Prepayments without advance invoices

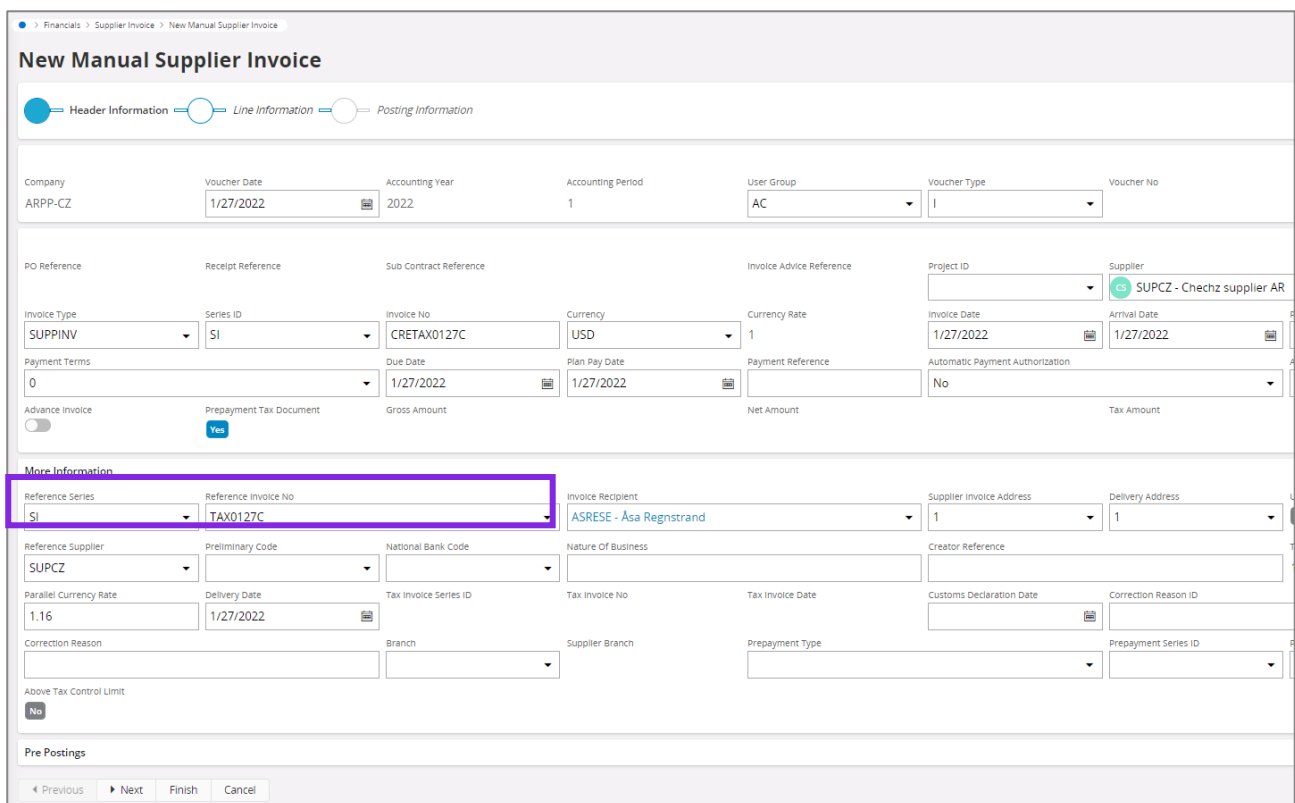
Go to the **Financials/ Cash Book/ Mixed Payment** page and cancel the payment. When the offset is rolled back, the delivery invoice **Status** is changed to **PostedAuth**. Then cancel the delivery

invoice. The reversal of tax on prepayment tax documents will be restated when the invoice is canceled. Enter a new delivery invoice and re-match the prepayment tax documents as per the invoice received from the 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.**



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

Navigation: New Manual Supplier Invoice | Posting Proposal | More Information | Pre Posting | Installment Plan And Discounts | Copy and Cancel | Use Invoice Template

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: Advance Invoice: Period Allocation: Pre-posting: Received Attachments: On Hold Installment: 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
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 the 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 documents,

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 the 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 the Finance News Presentation for the IFS Cloud 21R2.



## 14 Extended Voucher Detail Report

### 14.1 Overview Legal Requirement

It is a legal requirement in the 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 the 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

Address: North Way, Prague, Czech Republic, CZ - CZECHIA [Open Map](#)

Address Types

Address Type	Default Address
Delivery	Yes
Document	Yes
Pay	Yes
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

Canceled: No Transferred: No Notes: No Voucher Text: CZECHSUP1

Voucher Reference Information

Company: CZECH Type: I Number: 2021000002 Voucher Year: 2021

Entry Information

Entered By: AH ASHULK Entry Date: 11/23/2021 User Group: AC

Approval Information

First Approved By: AH ASHULK Approved Date: 11/23/2021 User Group: 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
IPS						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>
  <COMPANY_ADDRESS>1 North Way - Prague Czech Republic</COMPANY_ADDRESS>
  <COMPANY_ASSOCIATION_NO>11223344</COMPANY_ASSOCIATION_NO>
  <VOUCHER_TYPES>
    + <VOUCHER_TYPE>
    - <VOUCHER_TYPE>
      <VOUCHER_TYPE>J</VOUCHER_TYPE>
    - <VOUCHER_NOS>
      - <VOUCHER_NO>
        - <DETAILS>
          + <DETAIL>
          + <DETAIL>
        </DETAILS>
        <DEBIT>2200</DEBIT>
        <CREDIT>2200</CREDIT>
        <VOUCHER_NO>2021000002</VOUCHER_NO>
        <VOUCHER_DATE>2021-11-23T00:00:00</VOUCHER_DATE>
        <APPROVAL_DATE>2021-11-23T10:11:47</APPROVAL_DATE>
        <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_TYPES>
</VOUCHER_DETAIL_REP>
```

```
- <DETAIL>
  <ACCOUNT>2450</ACCOUNT>
  <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>
</DETAIL>
```

## 14.5 Delimitations

Not defined.