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## **Add-On AB1A for SAP BO**

### **Legislative statements VAT reports for SK**

User Manual  
Version 9.03.04.700

The version can be used for SAP BO 9.3 PL 04 and higher



**January 2021**

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# 1 Document introduction

## 1.1 Introduction

The guide is used to acquaint users with the work of the Add-On AB1A segment of the Legislative Reports and module for VAT reports, intended for the SAP Business One system. Describes the functionality of the modules divided into individual menus and submenus. The chapters in the manual deal with the partial functions of the module.

**Note:** Some displayed menus or forms may differ from the version installed by the customer due to a different version of the manual and module.

## 1.2 Who is this guide for?

This guide is intended for users of the Add-On AB1A Legislative Reports segment, The VAT reports module for SAP Business One. It is assumed that they know how to work with the SAP Business One system, are well versed in accounting and know the legislation concerning individual reports.

## 2 Terminology

### 2.1 List of shortcuts

Shortcut	Description	Explanation
SAP BO	System SAP Business One	
VAT	Value added tax	
TD	Tax declaration	
MD	Marketing documents	
JE	Journal Entry	
BP	Business Partner	
VAT CR	VAT Control report	
VAT SR	VAT Summary report	

### 2.2 Document typographic marks

The typography of a document is based on the styles of each font. Styles are used with numbering and the appropriate font depending on the level of nesting for chapters and subchapters.

The following highlights are used in the text:

- Terms in the menu and submenu are marked in a different font as bold e.g. **General Ledger**.
- The sequence of navigating through the individual menus is indicated by the symbol „>“ e.g. **General Ledger > New**.
- Description of the use of buttons are indicated by the word “button“ and its verbal description highlighted in italics, given in quotation marks e.g. *press the „Update“ button*.
- The displayed forms are marked in a different font – capital letters, e.g. VAT report parameters form.

## 3 VAT

### 3.1 Necessary prerequisites

Before the user starts working with the Add-On AB1A and Legislative Reports - VAT Tax Return, the following prerequisites must be met for the correct functionality of the module:

1. Basic settings must be created in the SAP BO system. The path for settings is:  
**Administration > Addons > AB1A > Settings > Legislative reports > Segment settings**

The „Reports“ tab sets the output directory and default templates for different types of reports.

- In the *Output directory field* is possible to define the path for output files or reports created by Add-On AB1A Legislative Reports. If the path is not set by default the reports are stored in a directory of the logged windows user e.g. c:\Users\%WindowsUser%\DFX\LEGVYKAZY\Reports\
- Fields for template types for individual reports are used to preset these templates when generating and setting up reports.

Segment Setup

Reports VAT SK C VAT R SR

Add. ID 31 418 341  
 Federal Tax ID 2020395806  
 SK NACE 32090  
 Name or business name dFlex, spol. s r. o.  
 Street E. F. Scherera Number 17 N. descriptive 0  
 City Piešťany Zip Code 921 01  
 Country Slovenská republika  
 County code City Code  
 Telephone 0903 / 730443 Fax /  
 E-mail  
 Commercial Register OR OS Trnava, oddiel Sro, vložka č. 61/T  
 Accounting entity small

Password for update statements ...  
 Directory for output \\Dflex01\dflex\SAP BO\LegVykazy ...

Show totals in General Ledger and Trial balance  
 Conversion of documents in foreign currency Of tax  
 Preceding accounting period = financial year for Balance Sheet and Profit and Loss S

Ageing report - level of pack 1  
 Account numbers take

Type template for the state  
 VAT DPH SK platné od 1.1.2021  
 EU SR SVDPH SK platné od 1.1.2020  
 Balance Sheet Úč POD 1 - 01 Platné od: 1.1.2011  
 PL Statement Úč POD 2 - 01 Platné od: 1.1.2011  
 Financial Statements Účtovná závierka POD - Platná od: 1.1.2015

OK  
 Cancel

**SS. n. 1 VAT reports settings – „Reports“ tab**

In the „VAT SK“ tab are parameters for the first page of VAT reports and the attributes for their submission.

The screenshot shows the 'Segment Setup' dialog box with the 'VAT SK' tab selected. The dialog contains the following fields and options:

- group VAT Database group (dropdown menu)
- VAT tax period: Monthly (dropdown menu)
- EU Sales Report period: Quarterly (dropdown menu)
- Type of person: Platiteľ dane z pridanej hodnoty (dropdown menu)
- Exclude reversed documents and cancellations
- include transfers to consignment stock to EU SR
- Tax Office: Piešťany
- VAT Number: SK 2020395806
- Name or business name: dFlex, spol. s r. o.
- Registered Address:
  - Street: E. F. Scherera The street number: 17
  - Zip Code: 92101 City: Piešťany
  - Phone: / Fax: /
  - Email:
- Name and surname of the person entitled to submit the tax return: Marián Kelemen
- Telephone 0903 / 702925 Email:
- Proportional deduction - the coefficient: 0,000

Buttons: OK, Cancel

SS. n. 2 VAT reports settings – „VAT SK“ tab

In the „C VAT R SR“ contains settings for selecting values in the VAT CR columns.

### SS. n. 3 VAT reports settings – „C VAT R SR“ tab

Description of individual attributes for VAT CR:

<b>Date of the document in VAT CR for received documents</b>	Set the field containing the date to be filled in for incoming invoices in sections <b>B.1</b> and <b>B.2</b> in column 3 of the control report ( <b>Date of delivery of goods or services</b> or date of receipt of payment)
<b>Date of the document in VAT CR for send documents</b>	Set the field containing the date to be filled in in section <b>A.1</b> and <b>A.2</b> in column 3 of the control report ( <b>Date of delivery of goods or services</b> or date of receipt of payment)
<b>Date of the document in VAT CR for accounting entries</b>	Set the date from the accounting entry that will be reported in column 3 of control report, if this accounting entry is to appear in the control report and it is a manual accounting entry



<b>The number of the received invoice</b>	Select the field on the received invoice (or the received correction invoice), from which <b>the serial number of invoice</b> will be read into column 2 of the control report in section <b>B.1, B.2 a C.2</b>
<b>The number of the sent invoice</b>	Select the field on the sent invoice (or the sent correction invoice), from which <b>serial number of invoice</b> will be read into column 2 of the control report in section <b>A.1, A.2 a C.1</b> . It can be left blank in the setting, in which case the number is drawn from the document number
<b>The number of the original invoice received (AP Credit Note)</b>	Select the field on the AP Credit Note in which you will enter the <b>Accounting document No.</b> Which will be drawn in column 3 in section <b>C.2</b> of the control report. If the field on the document remains blank, document number is traced according to the link in SAP.
<b>The number of the original sent invoice (AR Credit Note)</b>	Select the field on the AR Credit Note in which you will enter the <b>Accounting document No.</b> Which will be drawn in column 3 in section <b>C.1</b> of the control report. If the field on the document remains blank, document number is traced according to the link in SAP. It can be the same field, as <b>Accounting document No.</b>
<b>Document number (accounting entry)</b>	If a manual accounting entry is to be displayed in the list of documents in VAT Control report, the identification of the document will be taken from this field in column 2 in sections <b>A.1, B.1 and B.2</b> .
<b>Code of Business partner (accounting entry)</b>	In case, manual accounting entry is to be displayed in the list of documents in VAT Control report, IČ DPH from the business partners master data is traced for the partner from this field.
<b>Merge document lines in section</b>	<p>Check to merge multiple lines of one document into one record.</p> <p>Multiple lines for one document may appear in a section if:</p> <ul style="list-style-type: none"> <li>- It is an invoice partially paid from the deposit</li> <li>- There is Correction Invoice as a manual accounting entry</li> </ul> <p>Note: Rows are merged only if all columns (except amounts) are the same. If there are two tax groups with different tax rates in the document, which are reported in the same section of the control report, document will be displayed on two lines, even if the merging of lines is indicated.</p>

2. VAT tax groups must be created in SAP Business One. The path to creation is:  
**Administration > Setup > Financials > Tax > Tax Codes.**

- A necessary precondition for the correct functionality of the TAX declaration for VAT is the setting of the lines of the TAX declaration for TAX Groups defined in point 2. Proceed via: **Administration > Addons > AB1A > Settings > Legislative statements > Setting VAT group.**

Setting VAT group

VAT | EU SR | C VAT R SK

Template:  Related template for a Control VAT Report:

VAT group:  Coefficient to calculate tax:

Setting the number of box:

Base tax 1:  Tax1:  Base tax 2:  Tax2:  Summary for base tax:

Correction Base tax:  Correction Tax1:  Correction Tax2:

After paying  Info cells the opposite category of tax  Course code performance to date

Exclude Down Payment from a TR (for EU resp. third countries)

Received admission EU 80/20

#	Tax Group	Coeff. to...	Base tax	Tax1	Base tax 2	Tax2	Corr. B...	Corr. T...	Corr. T...	After pa...	Into o...	Course...	Exclu...	R.a.E...	Summ. for b.t.
1	E_0	1	-	-			-	-		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
2	E_D	1	01	02			24	25		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
3	E_DD1	1	01	02			24	25		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
4	E_DD2	1	01	02			24	25		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
5	E_H	1	03	04			24	25		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
6	E_HD1	1	03	04			24	25		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
7	E_HD2	1	03	04			24	25		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
8	EEU0-T	1	14	-			14	-		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
9	ER_0	3	-	-			-	-		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
10	I_0	3	-	-			-	-		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
11	I_D	1	-	20			-	28		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
12	I_DB3	1	-	20			-	28		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
13	I_H	1	-	21			-	28		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
14	I_HB3	1	-	21			-	28		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
15	I_14_C2	3	-	-			-	-		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
16	IEUH-S	1	09	10			19	24	25	28			<input type="checkbox"/>	<input type="checkbox"/>	
17	IEUH-S15	1	09	10			19	24	25	28			<input type="checkbox"/>	<input type="checkbox"/>	
18	IEUH-T	1	07	08			19	24	25	28			<input type="checkbox"/>	<input type="checkbox"/>	
19	ITCH-JCD	1	-	23			-	23		<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
20	ITCH-S	1	09	10			19	24	25	28			<input type="checkbox"/>	<input type="checkbox"/>	

The settings copy into template:

#### SS. n. 4 Setup of rows for VAT tax groups

- *Template* – Code of template for which are settings for,
- *VAT group* – VAT group code from SAP settings.
- *Coefficient to calculate tax* – option to choose – full, conversion by coefficient (tax converted by the coefficient set in the basic settings) or exemption from tax declaration (system with such a setting will not include items with tax group in the calculation.)
- *Base tax* (determining the line number where the value of the tax base for the accounting movement for the relevant tax fgroup is entered)
- *Tax1* (determining the line number where the tax value for accounting movement for the relevant tax group is entered)
- *Tax2* (determining the line number where the tax value for accounting movement for the relevant tax group is entered) – Intended for trade in EU and triangular trade.

- *Correction Base tax* (determination of the line number, where the value of the tax base for the accounting movement for the relevant tax group is entered in the correction documents.)
- *Correction Tax1* (determining the line number where the value of the tax for the accounting movement for the relevant tax group is entered in the correction documents)
- *Correction Tax2* determining the line number where the value of the tax for the accounting movement for the relevant tax group is entered in the correction documents) – Intended for trade in EU and triangular trade.

The VAT group settings for the currently selected template can be copied to another template by selecting the new template in the copy settings to template field and click on the „Copy“ button. This is useful when adding a new template due to a change in legislation. Whencopying settings, the mapping of rows between templates is usually taken into account, and the rows are set correctly in the new template.

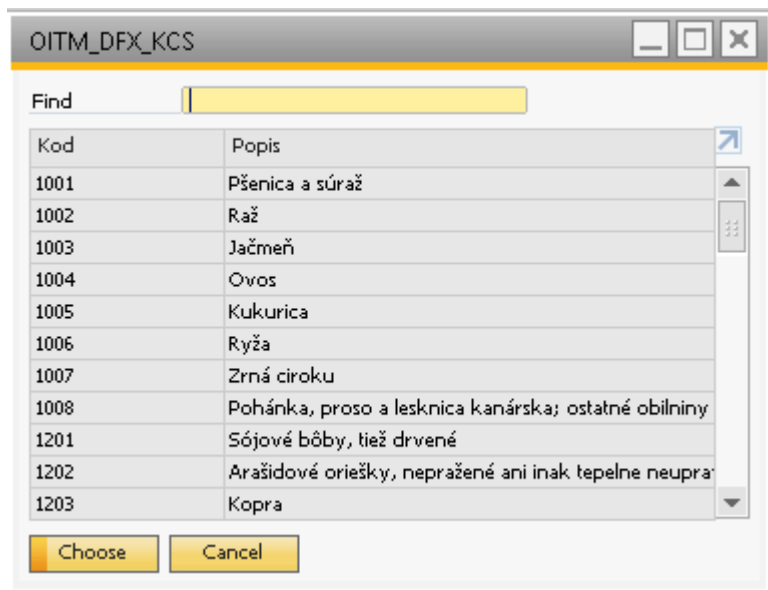
In Case you need to update the settings of an already entered VAT group, select the row with the relevant VAT group in the table and double-click on it. The settings will be trasferred to your header and you can easily edit them. Don't forget to confirm the change by clicking on the „Add/Update“ button.



**Important note:** The tax conversion factor must always be filled in if the tax base or tax is filled in.







### SS. n. 7 Common customs tariff code list

When generating the inspection report, the system fills in column 5.2(Nomenclature code) or column 6 (Type of goods) in section A.2, depending on what is filled in on the master data of the relevant products in the invoice.

**Warnings:** The system does not monitor whether the tax base per supply is higher than 5,000€ or not. It is governed only by the tax group used. The user decides which tax group to use according to the amount of the base.

## 3.2 Creation of a VAT return

### 3.2.1 Parameters for creating a VAT returns

Menu: **AB1A > Legislative reports > VAT > VAT returns**

Of tax parameters

Template: DPH SK platné od 1.1.2021

Type of report: riadne

Tax period: Monthly, Month: 01, Quarter, Year: 2021

from: 01.01.2021 to: 31.01.2021

Rounding totals for hundredths

Conversion of documents in foreign currency

Enforcement of tax conversion

Mark, if not for the period was generated VAT Report, or there is a change in the documents, or changed the settings in the vat group and want to make these changes.

generate in the backgrou...

Generate Report Cancel Open report generated in the back...

#### SS. n. 8 Input parameters for creating a VAT return report

The form for creating a VAT return contains following parameters:

- *Template* – selection of printing template that will serve as a basis for calculating VAT. The template carries expiration date information. The following templates are currently available:

dph2021sk_1	-	DPH SK platné od 1.1.2021
dph2020sk_1	-	DPH SK platné od 1.1.2020
dph2019cz_1	-	DPH CZ platné od 1.4.2019
dph2018sk_1	-	DPH 01 - 2018/1 Platné od:1.1.2018
dph2014pl_1	-	DPH PL platné od 1.1.2014 - za mesiac (PLN)
dph2013cz_1	-	DPH CZ platné od 1.1.2013 (CZK)
dph2012sk_1	-	DPH 01 - 2012/1 Platné od:1.1.2012
dph2011cz_1	-	DPH CZ platné od 1.1.2011 (CZK)
dph2011pl_1	-	DPH PL platné od 1.1.2011 (PLN)
dph2011sk_1	-	DPH 01 - 2011/1 Platné od:1.1.2011
dph2010cz_1	-	DPH CZ platné od 1.1.2009 (CZK)
dph2010sk_1	-	DPH 01 - 2010/1 Platné od:1.1.2010
dph2009sk_2	-	DPH 01 - 2009/1 Platné od:1.4.2009
dph2009sk_1	-	DPH 01 - 2009 Platné od:1.1.2009
dph2007sk_1	-	DPH 2007 Platné od:1.10.2007
dph2005sk_1	-	DPH 2005 SK Platné od:1.1.2005

- *Type of report* – selection of the type of report
  - properly
  - corrective

- additional
- *Tax period* – all actions will be performed over the selected period
  - monthly
  - quaternally
- *Rounding totals for hundredths* – for databases with VAT number set to more than 2 decimal places.
- *Conversion of documents in foreign currency* – after clicking on the option, the system converts documents in foreign currency at the exchange rate of the tax date and includes them in the return in this value. This means that if the document has a different accounting date from the tax date, this document will be included in the VAT return in a different amount than the one posted.
- *Enforcement of tax conversion* – If this option is checked, system will update the accounting entries according to the set parameters by assigning the settings to the VAT accounts, which are used for further calculations. Otherwise the calculations will not be affected. E.G. if you are creating a VAT return for the selected period for the first time and the option is not checked, the system will display only 0.

The screenshot above shows the parameters settings for the month of January 2021. The check box „Generate in the background“ is intended for large databases. Click it if the report takes a longer time to create.

After processing the „Generate report“ button the system updates the account items in the accounting entries and generates a TAX return SK – Value added tax.



Tax return SK - Value added tax

Strana 1    Strana 2    Type templates VA dph2021sk\_1

IČ DPH SK 2020395806    DIČ/R. č. 2020395806

	Základ dane	Daň
Dodanie tovaru a služby podľa § 8 a 9 zákona a daň podľa § 81 zákona	znižená sadzba dane 01 0,00 základná sadzba dane 03 2.836,28	02 0,00 04 567,26
Nadobudnutie tovaru v tuzemsku podľa § 11 a 11a zákona	znižená sadzba dane 05 0,00 základná sadzba dane 07 50,41	06 0,00 08 10,08
Tovar a služba, pri ktorých príjemca platí daň podľa § 69 ods. 2, 3 a 9 až 12 zákona	09 223,47	10 44,69
Tovar, pri ktorom druhý odberateľ platí daň podľa § 69 ods. 7 zákona	11 0,00	12 0,00
Dodanie tovaru a služby a nadobudnutie tovaru s oslobodením od dane	13 0,00	
Z toho: podľa § 43 ods. 1 a 4 zákona	14 0,00	
podľa § 46, 47 a § 48 ods. 8 zákona	15 0,00	
Daň podľa § 48ca ods. 2, § 48d ods. 15 a § 48e ods. 3 a 8 zákona		16 0,00
Daň celkom		17 622,03
Odpočítanie dane celkom podľa § 49 až 52 a § 54 až 54d zákona	znižená sadzba dane 18 0,00 základná sadzba dane 19 1.615,85	
Z toho: podľa § 51 ods. 1 písm. a) zákona	znižená sadzba dane 20 0,00	
podľa § 51 ods. 1 písm. d) zákona	znižená sadzba dane 21 1.561,08 základná sadzba dane 22 0,00 základná sadzba dane 23 0,00	
Rozdiel v základe dane a v dani podľa § 25 ods. 1 až 3, § 65 ods. 10 a 11 zákona (+/-)	24 0,00	25 0,00
Rozdiel v základe dane a v dani podľa § 25a zákona (+/-)	26 0,00	27 0,00
Oprava odpočítanej dane podľa § 53 a 53a zákona (+/-)	28 162,70	
Oprava odpočítanej dane podľa § 53b zákona (+/-)	29 0,00	
Odčítanie dane pri registrácii platiteľa dane podľa § 55 zákona	30 0,00	
Vrátenie dane cestujúcim pri vývoze tovaru podľa § 60 zákona	31 0,00	
Vlastná daňová povinnosť	32 0,00	
Nadmerný odpočet <input type="checkbox"/> Splnenie podmienok podľa § 79 ods. 2 zákona	33 - 831,12	
Nadmerný odpočet odčítaný od vlastnej daňovej povinnosti podľa § 79 zákona	34 - 0,00	
Vlastná daňová povinnosť na úhradu	35 0,00	
ÚDAJE DODATOČNÉHO DAŇOVÉHO PRIZNANIA	Rozdiel oproti poslednej známej vlastnej daňovej povinnosti alebo nadmernému odpočtu (+/-)	Daň na úhradu (+/-)
36 0,00		37 0,00

View

Type the list of documents:  
 for print     for export

List of documents

List of calculated documents

Preview of filing confirmation

Saving to XML

XML file with ordinary KV

generate in the background


Control VAT Report

Open CR generated in the background

Cancel

## SS. n. 9 Tax return SK- VAT

### 3.2.2 List of documents

Each line has a *button* , that allows the user to view all the tax documents that have been included in that line.

Clicking this button opens the List of documents window with the documents included in this line. After clicking on the drop-down menu, it is possible to select a line for displaying documents. The documents will be displayed with all columns related to VAT.


List of documents of VAT Report

By the VAT box: SK 08      Template VAT: dph2021sk\_1

	Document nr		dit	Debit	Base tax	TG	Year	Period	
1	PU - 2130102	01 - SK 01		10,08	0,00	-50,41	IEUH-T	2021	01
2	PU - 2130102	03 - SK 03		0,00	10,08	50,41	IEUH-T	2021	01
		04 - SK 04							
		05 - SK 05							
		06 - SK 06							
		07 - SK 07							
		08 - SK 08							
		09 - SK 09							
		10 - SK 10							
		100 - zakalkulované do DPH							
		101 - nezakalkulované do DPH							
		11 - SK 11							
		12 - SK 12							
		13 - SK 13							
		14 - SK 14							
		15 - SK 15							
		16 - SK 16							
		17 - SK 17							
		18 - SK 18							
		19 - SK 19							
		20 - SK 20							
		21 - SK 21							

Cancel

### SS. n. 9 List of documents of VAT Report

By clicking on navigation arrow  accounting entry is displayed for selected document.

By clicking on „List of documents“ button a PDF file with documents included in the VAT return will be created in the generated VAT report receipt form.

dFlex, spol. s r. o. E. F. Scherera 17, 92101 Piešťany											List of documents DPH					Template: dph2021sk_1 Currency: EUR	
Period from: 01.01.2021 Period to: 31.01.2021																	
Code	Name	EU	%	Document num.	Posting Date	Date of VAT	Date of payment	Amount of base	Amount of VAT	Amount of VAT 2	No deductible a.	ZD	D	ZD2	D2	KP	PZ
<b>E_H</b>	<b>Výstupná DPH 20% (19%) AIKY</b>	<b>Nie</b>	<b>20%</b>					<b>2 836,28</b>	<b>567,26</b>			<b>03</b>	<b>04</b>			<b>1</b>	
IN - 21501001	07.01.2021	07.01.2021		BLACKRED WHITE SLOVAKIA as.	SK202004647			950,03	190,01			03	04			1	
IN - 21501002	07.01.2021	07.01.2021		Peter Summer Servis VZV	SK1020390617			73,42	14,68			03	04			1	
IN - 21501003	08.01.2021	08.01.2021		KELLYS BICYCLES s.r.o.	SK2020396300			1 160,78	232,16			03	04			1	
IN - 21501004	12.01.2021	12.01.2021		Balneologické múzeum Piešťany				30,00	6,00			03	04			1	
IN - 21501005	26.01.2021	26.01.2021		MSDG s.r.o.				622,05	124,41			03	04			1	
<b>I_H</b>	<b>Vstupná DPH 20% (19%)</b>	<b>Nie</b>	<b>20%</b>					<b>7 740,66</b>	<b>1 548,14</b>					<b>21</b>		<b>1</b>	
DT - 21303001	15.01.2021	15.01.2021		Motor-Car Bratislava, spol. s r.o.	SK2020225482			1 666,67	333,33			21				1	
JE - 200000126	01.01.2021	01.01.2021						813,50	162,70			21				1	
JE - 200000129	01.01.2021	01.01.2021						-813,50	-162,70			21				1	
JE - 210000001	01.01.2021	01.01.2021						813,50	162,70			21				1	
PU - 21301001	04.01.2021	31.01.2021		Lombard s.r.o.	SK2020171043			384,98	77,00			21				1	
PU - 21301002	04.01.2021	04.01.2021		Webglobe-Yegon, s.r.o.	SK2020114987			11,30	2,26			21				1	
PU - 21301003	04.01.2021	04.01.2021		Webglobe-Yegon, s.r.o.	SK2020114987			22,60	4,52			21				1	
PU - 21301005	04.01.2021	04.01.2021		ESET, spol. s r.o.	SK2020317068			720,47	144,09			21				1	
PU - 21301009	04.01.2021	04.01.2021		ESET, spol. s r.o.	SK2020317068			-720,47	-144,09			21				1	
PU - 21301010	07.01.2021	07.01.2021		eD system a.s., organizačná zložka Slovensko	SK4120086035			793,04	158,61			21				1	
PU - 21301011	08.01.2021	06.01.2021		AGEMCOMPUTERS, spol. s r.o.	SK2020323546			210,97	42,19			21				1	
PU - 21301012	05.01.2021	05.01.2021		Stajing, a.s.	SK2020440986			184,98	37,00			21				1	
PU - 21301013	04.01.2021	04.01.2021		Stajing, a.s.	SK2020440986			150,00	30,00			21				1	
PU - 21301014	11.01.2021	11.01.2021		eD system a.s., organizačná zložka Slovensko	SK4120086035			45,25	9,05			21				1	

Printed: Alexandra Herichová Page: 1 / 2 Printed on: 27.01.2021

### SS. n. 10 Sample list of generated VAT report

## 3.2.3 List of converted documents VAT

After clicking on the option *Convert documents in foreign currency* when generating the VAT statement, the documents will be converted at the exchange rate of the tax date „List of converted documents“ button is used to display these documents.

dFlex, spol. s r. o. E. F. Scherera 17, 92101 Piešťany											List of converted documents DPH					Template: dph2021sk_1 Currency: EUR	
Period from: 01.01.2021 Period to: 31.01.2021																	
Code	%	Document num.	Accounting document			VAT declaration			Difference		ZD	D	ZD2	D2	KP		
			Date	Amount of base	Amount of V	Date of VAT	Amount of base	Amount of V	Amount of base	Amount of V							

### SS. n. 11 Sample list of converted documents VAT

The list of converted documents is used to compare accounting documents and values entered in the VAT return. The difference between the booked and reported value must be posted manually so that the balance on account 343 corresponds to the VAT return submitted.

### 3.2.4 Insight VAT declaration

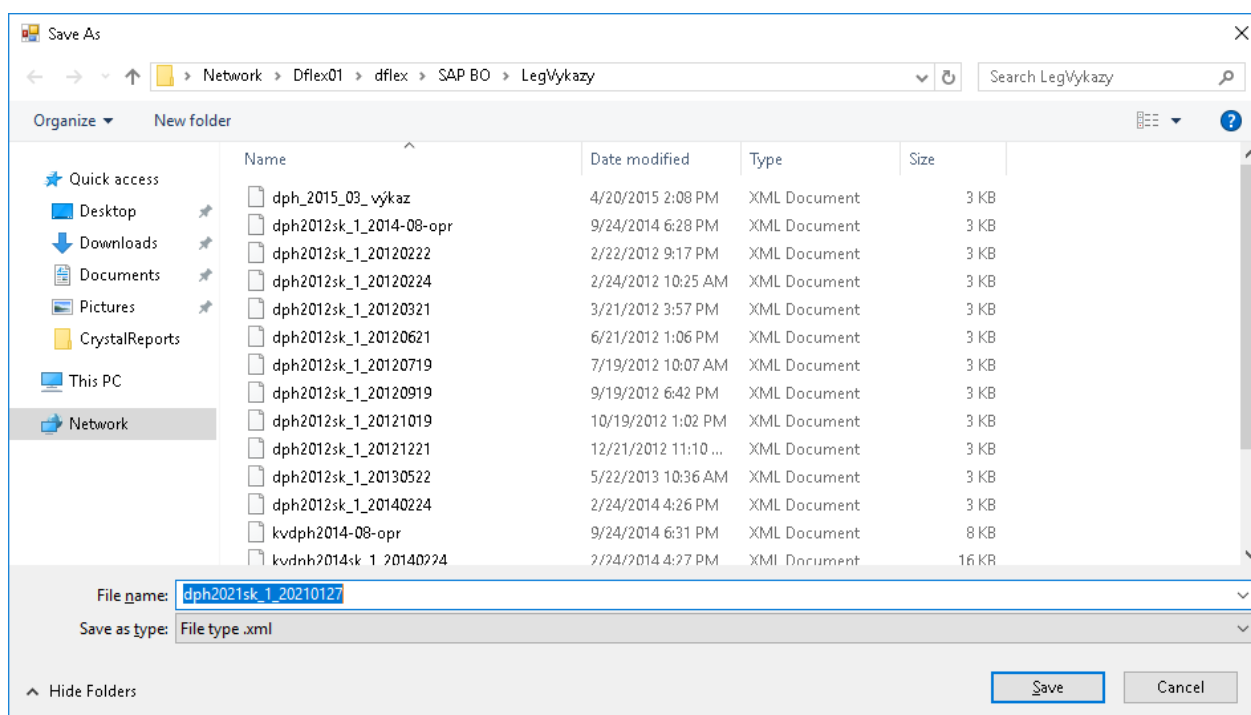
After clicking on the „Preview“ button, a PDF form with filled data will be displayed. You need to allow access to the file and trust the data in a PDF viewer (usually Acrobat Reader).

		Základ dane		Daň	
Dodanie tovaru a služby podľa § 8 a 9 zákona a daň podľa § 81 zákona	znižená sadzba dane	01	,	02	,
	základná sadzba dane	03	2 8 3 6 , 2 8	04	5 6 7 , 2 6
Nadobudnutie tovaru v tuzemsku podľa § 11 a 11a zákona	znižená sadzba dane	05	,	06	,
	základná sadzba dane	07	5 0 , 4 1	08	1 0 , 0 8
Tovar a služba, pri ktorých príjemca platí daň podľa § 69 ods. 2, 3 a 9 a § 12 zákona		09	2 2 3 , 4 7	10	4 4 , 6 9
Tovar, pri ktorom druhý odberateľ platí daň podľa § 69 ods. 7 zákona		11	,	12	,
Dodanie tovaru a služby a nadobudnutie tovaru s oslobodením od dane		13	,		
z toho:	podľa § 43 ods. 1 a 4 zákona	14	,		
	podľa § 46, 47 a § 48 ods. 8 zákona	15	,		
Daň podľa § 48ca ods. 2, § 48d ods. 15 a § 48e ods. 3, 6 a 8 zákona				16	,
<b>Daň celkom</b>				17	6 2 2 , 0 3
Odpočítanie dane celkom podľa § 49 až 52 a § 54 až 54d zákona	znižená sadzba dane	18	,		
	základná sadzba dane	19	1 6 1 5 , 8 5		
z toho:	podľa § 51 ods. 1 písm. a) zákona	20	,		
	podľa § 51 ods. 1 písm. d) zákona	21	1 5 6 1 , 0 8		
		22	,		
		23	,		
Rozdiel v základe dane a v dani podľa § 25 ods. 1 až 3, § 65 ods. 10 a 11 zákona (+/-)		24	,	25	,
Rozdiel v základe dane a v dani podľa § 25a zákona (+/-)		26	,	27	,
Oprava odpočítanej dane podľa § 53 a 53a zákona (+/-)				28	+ 1 6 2 , 7 0
Oprava odpočítanej dane podľa § 53b zákona (+/-)				29	,
Odpočítanie dane pri registrácii platiteľa dane podľa § 55 zákona				30	,
Vrátenie dane cestujúcim pri vývoze tovaru podľa § 60 zákona				31	,
<b>Vlastná daňová povinnosť</b>				32	,
<b>Nadmerný odpočet</b>	Splnenie podmienok podľa § 79 ods. 2 zákona (vyznačí sa x)	33	-		8 3 1 , 1 2
Nadmerný odpočet odpočítaný od vlastnej daňovej povinnosti podľa § 79 zákona		34	-		,
<b>Vlastná daňová povinnosť na úhradu</b>		35			,

SS. n. 12 Preview of VAT declaration PDF form


### 3.2.5 Save to XML

By clicking „*Savo to XML*“ button the generated VAT report is saved as an XML file named Template\_Date.xml (for example dph2021en\_1\_20210127.xml) Its format corresponds to the data format required by the tax directorate of the Slovak Republic for the electronic submission of a VAT report. The XML file is saved in the directory default in the general settings of Add-on.



SS. n. 13 Saving VAT report as XML file

### 3.2.6 Table of VAT properties in the accounting journal - rows

In the LIST OF DOCUMENTS form, the documents are displayed using an accounting entry. Click on the navigation arrow  to display the accounting entry for the document. The VAT line contains parameters related to the VAT calculation. For each tax account, Add-on completes the following set of values, which can be changed:

#	GL Acct/EP ...	Debit	Credit	VAT Code	VAT Number	Base Amount	Základ dane ...	Dañ1 - čis.kol...	Dañ2 - čis.kol...	Oprava Zk. d...	Oprava Daň1...	Oprava Daň2...	Koef. prepob...	Rok	Mes alebo Qvart	Spisob sprac...	Špeciál-čia	Dañ. skupina...	Vypočet DP p...	Základ dane ...	Sekcia KV
1	D02126133		223,47 EUR		CZ02126133	223,47 EUR	09	10	19												
2	34239	446,9 EUR		IEUHS																	
3	12180	223,47 EUR		IEUHS																	
4	34249		446,9 EUR	IEUHS																	

SS. n. 14 Preview of added values after update

As you can see from the screenshot, columns (attributes) related to the VAT statement are added to the accounting entry form. When generating the VAT report, they are filled in according to the settings of the tax groups.

<b>Attribute</b>	<b>Note</b>
Tax base	Specify the line number where the value of the tax base for the accounting movement for the relevant tax group is entered
Tax1	Specify the line number where the value of the tax for the accounting movement for the relevant tax group is entered
Tax2	Specify the line number where the value of the tax base for the accounting movement for the relevant tax group is entered. <b>Intended for trade in EU and triangular trade</b>
Correction of the tax base	Specify the line number where the value of the tax base for the accounting movement for the relevant tax group is entered for correction documents
Correction Tax1	Specify the line number where the value of the base for the accounting movement for the relevant tax group is entered for correction documents
Correction Tax2	Specify the line number where the value of the tax base for the accounting movement for the relevant tax group is entered for correction documents. <b>Intended for trade in EU and triangular trade</b>
Tax conversion rate	It is possible to select – full amount, recalculation of the coefficient (tax recalculated by the coefficient of the basic settings) or exemption from the tax return (a system witch such a setting will not include items with this tax group in the calculation).
Year	Selection of the period of the year
Monthly or quarterly	Selection of a month or quarter period
Method of processing	Automatic (the system takes over the properties according to the settings) or manual (via accounting entry – Journal entry). If we want to set values that should not be changed by the automatic generator, it is necessary to set the value to M – as manual processing
Specification (Y/N)	Use / do not use – This functionality is being prepared, it is necessary to enter do not use
TAX group - exceptions	Copy tax groups with VatGroup and you can specify exceptions. For example if VatGroup is missing for cash register bill, or if we want the original tax go to another tax group
Calculation of tax return according to columns	Determining according to which columns a specific item of the tax base and the tax itself will be calculated

- **Automatic method processing**

If „Processing method“ is set to automatic (**A**), the system changes the value for the accounting item according to the parameter settings each time it is generated. If we want to set the accounting item so that the system does not change it for us in further generations and at the same time so that it takes into account in the calculations, it is necessary to use the manual method of processing

- **Manual method of processing**

This is a manual setting of an accounting item and its properties. The processing method must be set to (**R**). The manual method is used when we cannot set up tax groups and need to specify accounting movements that fall outside the current standard.

### 3.2.7 Setting the conversion factor

The conversion factor is used to reduce the value of items proportionally according to the specified coefficient. This coefficient is set in the basic settings (**Administration > Addons > AB1A > Settings > Legislative reports > Segment settings**). The value range from 0 to 1. Subsequently the coefficient must be set in journal entry, for its use to take effect. Conversion of tax to conversion by coefficient. The system then calculates the values of the tax base and tax itself converted by a coefficient.

## 3.3 VAT Control report

By clicking on „*VAT Control report*“ button in the generated form VAT DECLARATION generation of the VAT Control report is started. It can be generated in the background (for large databases) by clicking on the „in the background“ checkbox. The control report will be displayed in the VAT Control report form with separate tabs for individual sections.

Kontrolný výkaz DPH

Type templates: kvdph2021sk\_1

Úvod Sekcia A.1 Sekcia A.2 Sekcia B.1 Sekcia B.2 Sekcia B.3 Sekcia C.1 Sekcia C.2 Sekcia D ?

B. Údaje z prijatej faktúry o dodaní tovarov a služieb alebo iného dokladu o dodaní tovarov a služieb  
 B.1. Údaje z prijatej faktúry alebo iného dokladu, pri ktorej je osobou povinnou platiť daň prijemca plnenia podľa § 69 ods. 2, 3, 6, 7 a 9 až 12 zákona (okrem faktúry o dodaní plnení oslobodených od dane)

#	IČ pre daň dodávateľa	Poradové číslo faktúry	Dátum dodania tov. alebo služby	Základ dane	Suma dane	Sadzba dane %	Výška odpočítanej dane	Kód opravy	Účt. zápis	Poznámka
1	2	3	4	5	6	7	8	9	10	11
	CZ02126133	21210020	01.01.2021	223,47	44,69	20	44,69		⇒ 49855	
	CZ27592421	FAZ2101955	21.01.2021	50,41	10,08	20	10,08		⇒ 50008	
Total				273,88	54,77		54,77			

View Cancel List of documents Verify VAT Number Loading from XML Saving to XML

### SS. n. 15 VAT Control report form

Similar to the VAT declaration form, you can view a PDF with a list of documents and save the report in a XML report.

The „Verify VAT ID“ button verifies the tax identification numbers displayed in all section of VAT Control report on VIES portal. If the VAT ID cannot be verified – it means the service is unavailable, or the VAT ID is nor correct, it will turn the relevant lines red.



**Note:** If you sell products covered by reporting in section A.2 (domestic self-taxation) and use other units of measurement than permitted, you have the option to define a conversion table of these units of measure. Based on it, Add-On then fills the date into section A.2. The conversion table is available via **Administration > Addons > AB1A > Settings > Legislative reports > Unit of Measure for VAT CR**



## 3.4 VAT Summary report

Menu: **AB1A > Legislative reports > VAT > VAT report**

### 3.4.1 Prerequisites

For VAT summary report templates, you need to set up tax groups that relate to services. In this case, the individual column numbers are not filled in, as when setting up the template for the VAT report, but only the „service delivery“ checkbox. Detailed description in paragraph 3.1 Prerequisites

### 3.4.2 Condition for the selection of documents

The documents that will be selected in the VAT summary report according to the specified parameters must meet the following conditions:

- These are documents on the sales side (sent invoice, sales credits, sent corrective invoices, accounting entries,.....)
- The business partner listed on the document that meets the specified parameters must have the European Union country specified in the default invoice address.
- The business partner listed on the document that meets the specified parameters must have the VAT ID field filled in the business partner master data.
- Only items with a tax group that has tax groups in the settings are selected for the report **Administration > Settings > Financials > Tax > Tax Codes** Selected output VAT category, zero tax rate and clicked EU item. If it is necessary not to include some items from the document in the summary report, another tax group must be created for these items without clicking the EU item in the tax group settings. Then only those items that have a tax group with a clicked EU item in the tax group settings will be included in the summary report from the document.

### 3.4.3 Creating a VAT summary report

Summary statement of tax parameters

Template: SVDPH SK platné od 1.1.2020

Type of report: riadne

Tax period: Quarterly

Month: Quarter: 1 Year: 2021

from 01.01.2021 to 31.03.2021

Conversion of documents in foreign cur

generate in the backgro...

Generate Report Cancel Open report generated in the back...

#### SS. n. 16 Setting parameters for creating a VAT summary report

The form for creating a VAT summary report contains a set of input parameters:

- *Template* – selection of a printing template that will serve as a basis for the VAT summary report. The template carries validity information.
- *Type of report* – proper, corrective, additional.
- *Tax period* – monthly or quarterly. The month or quarter of the respective year must be set accordingly. All actions will be performed over the selected period.

The screenshot above shows the parameter settings for quarterly tax period for the first quarter of 2021. After pressing „*Generate report*“ button the system reads the data and generates a VAT summary report. It is possible to view the loaded data on this form.

Summary statement Value added tax

Strana 1    Strana 2    Type templates VA.svdph2020sk\_1

Identifikačné číslo pre daň z pridanej hodnoty SK 2020395806

I. časť

	Kód štátu	IČ pre DPH nadobúdateľa tovaru alebo príjemcu služby ...	Hodnota tovarov a služieb (v eur...)	Kód 1 alebo 2 1)
1	AT	U72449914	85,00	2
2	CZ	02126133	11.819,00	2
3	CZ	04201523	1.742,00	2
4	CZ	25942107	94,00	2
5	CZ	26691086	374,00	2
6	CZ	26944758	50,00	2
7	CZ	27193624	1.614,00	2
8	CZ	27369871	3.756,00	2
9	CZ	27644316	440,00	2
10	CZ	63996341	232,00	2

1) Kód 1 sa používa pre trojstranné obchody, ostatné dodávky tovaru sa uvádzajú bez kódu, kód 2 sa používa pre služby.

II. časť

	Kód štátu	IČ pre DPH dohodnutého nadobúdateľa tov...	IČ pre DPH pôvodne dohodnutého nadobú...	Vrátenie to...	Oprava 2)

2) Vyznačí sa x.

Buttons: View, Documents, Type the list of documents:  for print  for export, List of documents, List of calculated documents, Saving to XML, Verify VAT Number, Cancel

**SS. n. 17 VAT summary report form**

The „Preview“ button used to generate a PDF report of the VAT summary report.

I. časť				
Kód štátu	Identifikačné číslo pre daň z pridanej hodnoty nadobúdateľa tovaru alebo príjemcu služby pridelené v inom členskom štáte	Hodnota tovarov a služieb (v eurách)	Kód <sup>1)</sup> 1 alebo 2	
AT	U 7 2 4 4 9 9 1 4	8 5	2	
CZ	0 2 1 2 6 1 3 3	1 1 8 1 9	2	
CZ	0 4 2 0 1 5 2 3	1 7 4 2	2	
CZ	2 5 9 4 2 1 0 7	9 4	2	
CZ	2 6 6 9 1 0 8 6	3 7 4	2	
CZ	2 6 9 4 4 7 5 8	5 0	2	
CZ	2 7 1 9 3 6 2 4	1 6 1 4	2	
CZ	2 7 3 6 9 8 7 1	3 7 5 6	2	
CZ	2 7 6 4 4 3 1 6	4 4 0	2	
CZ	6 3 9 9 6 3 4 1	2 3 2	2	
1) Kód 1 sa uvádza pre trojstranné obchody, ostatné dodávky tovaru sa uvádzajú bez kódu, kód 2 sa uvádza pre služby.				
II. časť				
Kód štátu	Identifikačné číslo pre daň z pridanej hodnoty dohodnutého nadobúdateľa tovaru pridelené v inom členskom štáte	Identifikačné číslo pre daň z pridanej hodnoty pôvodne dohodnutého nadobúdateľa tovaru, ktorý je nahradený inou zdaniteľnou osobou, pridelené v inom členskom štáte	Vrátenie tovaru <sup>2)</sup>	Oprava <sup>3)</sup>

SS. n. 18 VAT Summary report in PDF form.

By clicking on „List of documents VAT SR“ button a PDF report opens with the documents included in the VAT summary report.

<b>dFlex, spol. s r. o.</b> <b>E. F. Scherera 17, 92101 Piešťany</b> Period from: <b>01. 10. 2020</b> Period to: <b>31. 12. 2020</b>						
<b>List of documents SVDPH</b>				Template: <b>svdph2020sk_1</b>	Currency: <b>EUR</b>	
<b>VAT number</b>	<b>Document num.</b>	<b>Posting Date</b>	<b>Date of VAT</b>	<b>Amount of base</b>	<b>Code</b>	<b>VAT code</b>
ATU72449914				85,00	2	
	IN - 20501623	31.12.2020	31.12.2020	85,00	2	EEU0S
CZ02126133				11 819,34	2	
	IN - 20501459	09.10.2020	09.10.2020	9 909,17	2	EEU0S
	IN - 20501522	30.11.2020	30.11.2020	1 458,46	2	EEU0S
	IN - 20501569	31.12.2020	31.12.2020	451,71	2	EEU0S
CZ04201523				1 741,67	2	
	IN - 20501647	31.12.2020	31.12.2020	1 312,50	2	EEU0S
	IN - 20501648	31.12.2020	31.12.2020	429,17	2	EEU0S
CZ25942107				93,75	2	
	IN - 20501584	31.12.2020	31.12.2020	93,75	2	EEU0S
CZ26691086				374,00	2	
	IN - 20501619	31.12.2020	31.12.2020	374,00	2	EEU0S
CZ26944758				50,00	2	
	IN - 20501606	31.12.2020	31.12.2020	50,00	2	EEU0S
CZ27193624				1 614,00	2	
	IN - 20501509	31.10.2020	31.10.2020	444,00	2	EEU0S
	IN - 20501539	30.11.2020	30.11.2020	580,00	2	EEU0S
	IN - 20501602	31.12.2020	31.12.2020	590,00	2	EEU0S
CZ27369871				3 755,75	2	
	IN - 20501479	16.10.2020	16.10.2020	3 755,75	2	EEU0S
CZ27644316				439,68	2	
	IN - 20501646	31.12.2020	31.12.2020	439,68	2	EEU0S
CZ63996341				232,00	2	
	IN - 20501476	16.10.2020	16.10.2020	232,00	2	EEU0S

#### SS. n. 19 List of documents VAT summary report

Similarly as with VAT declaration, the list of recalculated documents and Saving to XML also work. In the summary Report, it is also possible to verify the displayed VAT ID via VIES portal.

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