



Infor LN Financials User Guide for Statements Accounts for Portuguese Balance Sheet and P&L Reports

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About this document

This document describes the process to set up financial statements that comply with Portugal-specific balance sheet and P&L reporting requirements.

How to read this document

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Chapter 1

Financial Statements Setup

1

Introduction

Each Financial Statement has an account structure defined in accordance with the Portuguese Accounting Official Plan. This structure must be related with the account structure that the company has defined for LN.

After you insert all data listed in tables 2.1, 3.3.1, 3.3.2 and 3.3.3 (in this document), you must define the relation between the account structure and the Financial Statements.

In Appendix A, you can find the relation between the structure of accounts defined in the Financial Statements module and the fields of each report ("Balance Sheet" and "P&L Reports").

It is necessary to set up correctly the accounting chart structure according to the table in this Appendix.

Note

All the accounts defined in this document must be defined in the Chart of Accounts (tfgld0508m000).

Financial statements

The Financial Statements (tffst1500m000) session must be run and data in Table 2.1 must be inserted in it:

Financial Statement	Statement Description
L_ACT	Activo
L_DR	Demonstração de Resultados
L_PAS	Passivo

Table 2.1

Parameters for Portuguese balance and P&L reports

The Balance Statement Parameters (tfgld5120s000) session must be set up as follows:

Parameters for GL Reports (Portugal)		
Financial Statement for Assets	L_ACT	Activo
Financial Statement for Liabilities	L_PAS	Passivo
Financial Statement for P&L	L_DR	Demonstracao de Resultados

Accounts structure for Portuguese statements

To set up the Statements Accounts Structure, complete the following steps:

- Run the Financial Statements (tffst1500m000) session.
- For each of the Portuguese Financial Statements, go to the appropriate menu and select *Statements accounts by Fin. Statement*.
- The Statement Accounts (tffst1520m000) session is displayed and must be filled with the data listed in tables 3.3.1, 3.3.2, and 3.3.3.

Chapter 2

Accounts Structure for Portuguese Statements

2

Financial statements for Assets

The Financial Statement for Assets must have the following structure:

Financial Statement (fstm)	Account (accn)	Description (desc)
L_ACT	11	Caixa
L_ACT	12	Depósitos ordem
L_ACT	13	Depósitos bancários
L_ACT	14	Outros depósitos bancários
L_ACT	1511	Acções em Empresas do Grupo
L_ACT	1512	Acções Empresas Associadas
L_ACT	1513	TN Acções – OE
L_ACT	1521	Obrigações Titulo Participação – EG
L_ACT	1522	Obrigações Titulo Participação – EA
L_ACT	1523	TN Obrigações Tit Part – OE
L_ACT	153/9	Títulos divida publica
L_ACT	18	Outras Aplicações Tesouraria **
L_ACT	19511	Ajustamentos - Acções EG
L_ACT	19512	Ajustamentos Acções EA
L_ACT	19513	Ajustamentos Outros Tit. Negociáveis
L_ACT	19521	Ajustamentos Obr. tit part. EA

L_ACT	19522	Ajustamentos Obr. tit. part. EA
L_ACT	211	Clientes, c/c
L_ACT	212	Clientes – Títulos a receber
L_ACT	218	Clientes cobrança duvidosa
L_ACT	221	Fornecedores, c/c
L_ACT	229	Adiantamentos a fornecedores
L_ACT	24	Estado e outros entes públicos
L_ACT	251	Outros accionistas (sócios)
L_ACT	251AP	Provisões Outros accionistas
L_ACT	252	Empresas do Grupo
L_ACT	252AP	Provisões Empresas do Grupo
L_ACT	253/4	Empresas participadas participantes
L_ACT	253/4AP	Provisões Emp. Participadas e Part.
L_ACT	255	Restantes Accionistas
L_ACT	255AP	Restantes Accionistas
L_ACT	2619	Adiantamentos Forn Imobilizado
L_ACT	262	Outros devedores
L_ACT	264	Subscritores de capital

L_ACT	266	Outros devedores
L_ACT	267	Outros devedores
L_ACT	268	Outros devedores/credores diversos
L_ACT	271	Acréscimos e proveitos
L_ACT	272	Custos diferidos
L_ACT	281	Ajustamentos Clientes c/c
L_ACT	288	Provisões Clientes cob. duvidosa
L_ACT	291	Provisões - Outros devedores
L_ACT	292	Provisões - EOEP
L_ACT	298	Outras Provisões
L_ACT	32	Mercadorias
L_ACT	33	Produtos acabados e intermédios
L_ACT	34	Subprodutos, desperdícios, res. ref
L_ACT	35	Produtos e trabalhos em curso
L_ACT	36	Matérias-primas, subsidiárias cons.
L_ACT	37	Adiantamentos p/ conta de compras
L_ACT	392	Ajustamentos Existências Mercadoria

L_ACT	393	Ajustamentos Existências PAI
L_ACT	394	Ajustamentos Existências SDRR
L_ACT	395	Ajustamentos Existências PTC
L_ACT	396	Ajustamentos Existências MPSC
L_ACT	4111	Partes de capital Empresas do Grupo
L_ACT	4112	Partes capital Empresas As- sociadas
L_ACT	4113	Títulos Outras Aplicações Fi- nanceir
L_ACT	4121	Empréstimos a empresas do grupo
L_ACT	4122	Empréstimos Empresas As- sociadas
L_ACT	4123	Outros empréstimos concedi- dos
L_ACT	4131	Empréstimos Financiamento - EG
L_ACT	4132	Empréstimos Financiamento - EA
L_ACT	4133	Empréstimos Financiamento - OE
L_ACT	414	Investimentos em imóveis
L_ACT	415	Outras aplicações financeiras

L_ACT	421	Terrenos e recursos naturais
L_ACT	422	Edifícios e outras construções
L_ACT	423	Equipamento básico
L_ACT	424	Equipamento de Transporte
L_ACT	425	Ferramentas e utensílios
L_ACT	426	Equipamento administrativo
L_ACT	427	Taras e vasilhame
L_ACT	429	Outras imob. corpóreas
L_ACT	431	Despesas Instalação
L_ACT	432	Despesas I&D
L_ACT	433	Prop. Industrial e outros direitos
L_ACT	434	Trespases
L_ACT	441/6IC	Imob. Corpóreas - Imob. em curso
L_ACT	441/6IF	Inv. Financeiros - Imob. em curso
L_ACT	441/6II	Imob. Incorpóreas - Imob. em curso
L_ACT	447	Adiantamentos p/ conta Inv. Finance
L_ACT	448	Adiantamentos p/ conta Imob. Corp.
L_ACT	449	Adiantamentos p/ conta de

		Imob. Inc
L_ACT	4821	AA - Terrenos e recursos naturais
L_ACT	4822	AA - Edifícios e outras construções
L_ACT	4823	AA - Equipamento básico
L_ACT	4824	AA - Equipamento Transporte
L_ACT	4825	AA - Ferramentas e utensílios
L_ACT	4826	AA - Equipamento administrativo
L_ACT	4827	AA - Taras e vasilhame
L_ACT	4829	AA - Outras imobilizações corpóreas
L_ACT	4831	AA - Despesas Instalação
L_ACT	4832	AA - Despesas de I&D
L_ACT	4833	AA - Propriedade Industrial Out. Di
L_ACT	4834	AA - Trespases
L_ACT	4911	Ajustamentos Partes capital EG
L_ACT	4912	Ajustamentos Partes capital EA
L_ACT	4913	Ajustamentos Tit. out. aplic financeir

L_ACT	4921	Ajustamentos Empréstimos EG
L_ACT	4922	Ajustamentos Empréstimos EA
L_ACT	4923	Ajustamentos - Outros empréstimos conc
L_ACT	DML	Dividas de 3º - médio/longo prazo
L_ACT	DMLAP	Provisões dividas 3º médio/longo pr

Table 3.3.1

Financial statements for Liabilities

The Financial Statement for Liabilities must have the following structure:

Financial Statement (fstm)	Account (accn)	Description (desc)
L_PAS	12	Depósitos à ordem
L_PAS	211	Clientes
L_PAS	219	Adiantamentos de clientes
L_PAS	221	Fornecedores - c/c
L_PAS	222	Fornecedores - Tit a pagar
L_PAS	228	Fornecedores - Fact rec e conf
L_PAS	231	Dívidas Inst. Crédito
L_PAS	2321	Emp Obri - Convertíveis
L_PAS	2322	Emp Obr - Não convertíveis
L_PAS	233/4	Emp. Tit Part
L_PAS	239	Outros empréstimos obtidos
L_PAS	24	EOEP
L_PAS	251	Outros accionistas
L_PAS	252	Empresas do Grupo
L_PAS	253/4	Empresas Participadas e Participant
L_PAS	255	Outros accionistas
L_PAS	2611	Fornecedores imobilizado - c/c
L_PAS	2612	Forn. Imob - Tit a pagar

L_PAS	262	Outros credores
L_PAS	263	Sindicatos
L_PAS	264	Subscritores de capital
L_PAS	265	Credores p/ subscrições não liberad
L_PAS	267	Consultores, Assesores Intermediari
L_PAS	268	Devedores e Credores Diversos
L_PAS	269	Adiantamentos p/ conta de vendas
L_PAS	273	Acréscimos de custos
L_PAS	274	Proveitos diferidos
L_PAS	291	Provisões p/ pensões
L_PAS	292	Provisões para impostos
L_PAS	293/8	Outras provisões p/ riscos e encarg
L_PAS	51	Capital
L_PAS	521	Acções ppas - VN
L_PAS	522	Acções ppas - Descontos e prémios
L_PAS	53	Prestações Suplementares
L_PAS	54	Prémios emissão de acções
L_PAS	55	Ajustamento partes de capital

L_PAS	56	Reservas de Reavaliação
L_PAS	571	Reservas Legais
L_PAS	572	Reservas estatutárias
L_PAS	573	Reservas Contratuais
L_PAS	574/9	Outras reservas
L_PAS	59	Resultados transitados
L_PAS	88	Resultado liquido do exercício
L_PAS	89	Dividendos antecipados
L_PAS	DML	Dividas 3 - médio/longo prazo

Table 3.3.2

Financial statements for P&L

Financial Statement (fstm)	Account (accn)	Description (desc)
L_DR	61MAT	Matérias
L_DR	61MERC	Mercadorias
L_DR	62	Fornecimentos e Serviços Exter
L_DR	63	Impostos
L_DR	641	Remunerações órgãos sociais

L_DR	642	Remunerações do pessoal
L_DR	643	Pensões
L_DR	644	Prémios p/a pensões
L_DR	645/8	Encargos s/ remunerações
L_DR	65	Outros custos/perdas operacion
L_DR	66	Amortizações do exercício
L_DR	67	Provisões do exercício
L_DR	682	Perdas em Empresas do Grupo e Assoc
L_DR	683	Amortizações
L_DR	684	Provisões p/ aplicações financeiras
L_DR	68EG	Juros e custos - Empresas do Grupo
L_DR	68O	Juros e custos - Outros
L_DR	69	Custos e perdas extraordinário
L_DR	71MERC	Mercadorias
L_DR	71PROD	Produtos
L_DR	72	Prestações de Serviços
L_DR	73	Proveitos Suplementares
L_DR	74	Subsídios à exploração

L_DR	75	Trabalhos p/ própria empresa
L_DR	76	Outros proveitos ganhos operacionais
L_DR	782	Ganhos empresas grupo e associadas
L_DR	784	Rendimentos participações de capita
L_DR	78JEG	Outros juros - Empresas do grupo
L_DR	78JO	Outros juros - Outros
L_DR	78TNEG	Rend. Tit Neg - Empresas do grupo
L_DR	78TNO	Rend. Tit Neg - Outros
L_DR	79	Proveitos e Ganhos Extraordinários
L_DR	86	Imposto s/ rendimento do exercício
L_DR	88	Resultado liquido do exercício
L_DR	VP	Varição da Produção

Table 3.3.3

Chapter 3

Relation between Accounting Structure and Financial Reports

3

Portuguese reports - overview

This functionality is specific for Portugal.

In Portugal, you must submit a number of legal reports to the authorities when you close the fiscal year.

You must submit the following reports:

- Balance sheet ('Demonstração do Resultados')
- Profit and loss by type ('Demonstração do Resultados por Natureza')
- Profit and loss by function ('Demonstração de Resultados por Funções')

Reports of results

You can use the following sessions to generate the reports:

- **Balance Statement Parameters (tfgld5120s000)**
Use this session to specify the financial statements that you have set up to collect the statement accounts for the reports.
LN displays the financial statements by default in the Print Balance and Profit & Loss Statements (tfgld5420m000) session, which you can use to print the reports.
- **Balance Statements Manual Adjustments (tfgld5521m000)**
Use this session to specify the ledger accounts and dimensions to which the administrative costs and distribution costs are posted.
- **Profit & Loss Statements Manual Adjustments (tfgld5522m000)**
Use this session to manually enter tax amounts and cost amounts that must be included in the Profit and Loss by function ('Demonstração do Resultados por Funções') report and which LN can not retrieve from the General Ledger history.
If you *select* the **Include Manual Costs** check box in the Print Balance and Profit & Loss Statements (tfgld5420m000) session, LN includes the amounts in the Profit and Loss by function ('Demonstração de Resultados por Funções') report.

- **Print Balance and Profit & Loss Statements (tfgld5420m000)**
Use this session to print the legal reports that you must submit to the authorities when you close the financial year.
If you *clear* the **Include Manual Costs** check box, LN calculates the distribution costs and administrative costs based on the ledger accounts and dimensions that you specify in the Balance Statements Manual Adjustments (tfgld5521m000) session, and includes the amounts in the Profit and Loss by function ('Demonstração de Resultados por Funções) report.
- **Print Business Partner Balances (tfgld5423m000)**
Use this session to print a report of the business partner opening balances. The report shows the opening balances that are registered for the business partners on each ledger account during the year end closing procedure. Separate columns show the debit amounts and the credit amounts.

VAT reports

- **Business Partners excluded from VAT Reporting (Portugal) (tfgld6100m000)**
Use this session to specify the business partners for which the transactions must not be included in the VAT reports. For example, transactions with travel agencies can be non-taxable.
- **Transaction Types excluded from VAT Reporting (Portugal) (tfgld6110m000)**
Use this session to specify the transaction types of the transactions that must not be included in the VAT reports. For example, sales corrections and purchase corrections are usually not taxable.
- **Print Summary VAT Report by BP (Portugal) (tfgld6425m000)**
Use this session to print a report of the total purchase amounts or sales amounts including the tax amounts, for a range of business partners. To specify the business partners, you must enter the business partners' tax numbers which you defined in the Tax Numbers by Business Partner (tctax4100m000) session.

Balance Sheet Report Structure-Assets

Description	Gross Asset account (accn)	Depreciation/Provisions account (accn)
Despesas de Instalação	431	4831
Despesas de I&D	432	4832
Propriedade Industrial e outros direitos	433	4833
Trespases	434	4834
Imobilizações em curso	441/6II	
Adiantamentos por conta de imobilizações incorpóreas	449	
Terrenos e recursos naturais	421	4821
Edifícios e outras construções	422	4822
Equipamento básico	423	4823
Equipamento de transporte	424	4824
Ferramentas e utensílios	425	4825
Equipamento administrativo	426	4826
Taras e vasilhame	427	4827
Outras imobilizações Corpóreas	429	4829
Imobilizações em curso	441/9IC	
Adiantamentos por conta de imobilizações corpóreas	448	

Partes de capital em empresas do grupo	4111	4911
Empréstimos a empresas associadas	4121, 4131	4921
Partes de capital em empresas do grupo	4112	4912
Empréstimos a empresas associadas	4122, 4132	4922
Títulos e outras aplicações financeiras	4113, 414, 415	4913
Outros empréstimos concedidos	4123, 4133	4923
Imobilizações em curso	441/6IF	
Adiantamentos por conta de investimentos financeiros	447	
Matérias-primas, subsidiárias e de consumo	36	396
Produtos e trabalhos em curso	35	395
Subprodutos, desperdícios, resíduos e refugos	34	394
Produtos acabados e intermédios	33	393
Mercadorias	32	392
Adiantamentos por conta de compras	37	
Dívidas de 3º - Médio e longo prazo	DML	DMLAP
Clientes, c/c	211	281

Cientes – Títulos a receber	212	298
Cientes de cobrança duvidosa	218	288
Empresas do Grupo	252	252AP
Empresas participadas e participantes	253/4	253/4AP
Outros accionistas (sócios)	251, 255	251AP, 255AP
Adiantamentos a fornecedores	229	
Adiantamentos a fornecedores de imobilizado	2619	
Estado e outros entes públicos	24	

Balance Sheet Report Structure-Liabilities

Descrição	Conta Activo Bruto (accn)
Capital	51
Acções (quotas) próprias – Valor Nominal	521
Acções (quotas) próprias – Descontos e prémios	522
Prestações Suplementares	53
Prémios de emissão de acções (quotas)	54
Ajustamento de partes de capital em filiais e associadas	55
Reservas de Reavaliação	56

Reservas Legais	571
Reservas estatutárias	572
Reservas contratuais	573
Outras Reservas	574/9
Resultados Transitados	59
Resultado Líquido do Exercício	88
Dividendos Antecipados	89
Provisões para pensões	291
Provisões para impostos	292
Outras provisões para riscos e encargos	293/8
Dividas a 3º - Médio e longo prazo	DML
Empréstimos p/ obrigações – Convertíveis	2321
Empréstimos p/ obrigações – Não Convertíveis	2322
Empréstimos por títulos de participação	233/4
Dividas a instituições de crédito	231, 12
Adiantamento por conta de vendas	269
Fornecedores, c/c	221
Fornecedores – Facturas em recepção e conferência	228
Fornecedores – Títulos a pagar	222
Fornecedores de imobilizado – Títulos a	2612

pagar

Empresas do Grupo	252
Empresas participadas e participantes	253/4
Outros accionistas (Sócios)	251, 255
Adiantamento de clientes	219
Outros empréstimos obtidos	239
Fornecedores de imobilizado, c/c	2611
Estado e outros entes públicos	24
Outros credores	262, 263, 264, 265, 267, 268, 211
Acréscimos de custos	273
Proveitos diferidos	274

P&L statements report by nature

Descrição	Conta Activo Bruto (accn)
CMVMC – Mercadorias	61MERC
CMVMC – Matérias	61MAT
Fornecimentos e serviços externos	62
Custos c/ Pessoal – Remunerações	641, 642
Custos c/ Pessoal – Encargos Sociais – Pensões	643, 644
Custos c/ Pessoal – Encargos Sociais – Outros	645/8

Amortizações de Imobilizado Corpóreo e Incorpóreo	66
Provisões	67
Impostos	63
Outros custos e perdas operacionais	65
Perdas em empresas do grupo e associadas	682
Amortizações e provisões de aplicações e investimentos financeiros	683, 684
Juros e custos financeiros – Relativos a empresas grupo	68EG
Juros e custos financeiros – Outros	68O
Custos e perdas extraordinários	69
Impostos s/ rendimento do exercício	86
Resultado Líquido do Exercício	88
Vendas – Mercadorias	71MERC
Vendas – Produtos	71PROD
Prestações de Serviços	72
Varição da Produção	VP
Trabalhos p/ própria empresa	75
Proveitos suplementares	73
Subsídios à exploração	74
Outros proveitos e ganhos operacionais	76

Reversões de amortizações e ajustam	77
Ganhos em empresas do grupo e associadas	782
Rendimentos de participações de capital	784
Rendimentos de títulos negociáveis – Rel. Empre- sas Grupo	78TNEG
Rendimentos de títulos negociáveis – Outros	78TNO
Outros juros e proveitos financeiros – Rel. Empre- sas Grupo	78JEG
Outros juros e proveitos financeiros – Outros	78JO
Proveitos e Ganhos Extraordinários	79

Electronic VAT and Sales Listing declaration for Portugal

This functionality is specific for Portugal.

You can set up, prepare, and process the combined electronic VAT and European Sales Listing (ESL) declaration required in Portugal. The result of this procedure is an ASCII declaration file that adheres to the electronic VAT declaration requirements defined by the authorities in Portugal.

Important!

Both the ESL and the VAT must have been finally declared up to and including the period that precedes the first period of the combined declaration. Otherwise, undeclared data from previous periods can be included in the declaration.

For periods for which you generate the combined declaration, you must always select the **Simulate** check box in the Process Intracommunity Listing (tccom7270m000) session. Otherwise, the already processed sales listing data is excluded from the VAT declaration, which results in an incorrect declaration.

Selected VAT declaration lines

If you use the **Select Tax Declaration Lines** command in the Tax Declarations (tfgld1625m000) session to add the VAT declaration lines automatically to the VAT declaration, the status of the selected finalized tax transactions changes to **Selected for Declaration**, and the tax declaration ID is entered in the **Tax Declaration Number** field of the tax transaction in the Tax Analysis (tfgld110) table.

If you submit the VAT declaration in the Tax Declarations (tfgld1625m000) session, the status of the finalized tax transactions that are included in the declaration changes to **Submitted**.

Selected sales listing lines

For simulated as well as final VAT declarations, LN selects the sales listing lines for which the **Processed** check box is cleared in the Sales Listing (tcom7570m000) session.

For sales listing lines that are included in a final VAT declaration, LN selects the **Processed** check box and enters the tax declaration ID in the **Tax Declaration Number** field of the sales listing line in the Sales Listing Data (tcom700) table.

If you reprint the VAT declaration, LN selects the sales listing lines that have the same tax declaration ID as the VAT declaration for which you request the reprint.

To prepare the electronic VAT and European Sales Listing declaration

This functionality is specific for Portugal.

To prepare the combined tax and sales listing declaration, take the following steps:

1. In the Process Intracommunity Listing (tcom7270m000) session, simulate generation of the sales listing. Enter the following details:
 - Select the **Simulate** check box
 - Clear the **Recalculate Amounts with Declarant Exchange Rates** check box
 - Leave the **Declaring Exchange Rate Type** field emptyYou must leave the **Declaring Exchange Rate Type** field empty because otherwise, LN recalculates the sales listing amounts, which can cause a mismatch with the net amounts declared for intra-community sales in the VAT declaration part. This can result in a blocking error.
2. In the Tax Declaration Master (tfgld1620m000) session, on the appropriate menu, click **Tax Declarations** to start the Tax Declarations (tfgld1625m000) session.
3. On the appropriate menu of the Tax Declarations (tfgld1625m000) session, click **Select Tax Declaration Lines**. LN automatically adds the VAT declaration lines to the VAT declaration.
4. In the Tax Declarations (tfgld1625m000) session, on the appropriate menu, click **Show file** to create a non-final VAT declaration ASCII file. The ASCII file is displayed in a Microsoft Notepad window. Save the file, and then open the same file in the Portuguese VAT declaration HTML application (IVA.html).
5. If the VAT declaration HTML application detects errors in the manually entered fields, you can correct these on the Tax Positions by Tax Declaration Master of the Tax Declaration Master (tfgld1620m000) session. You can correct errors in VAT numbers on the sales listing in the Sales Listing (tcom7570m000) session.
6. Repeat Steps 3 to 5 until the HTML application does not detect any blocking errors.
7. To approve the VAT declaration, in the Tax Declarations (tfgld1625m000) session, on the appropriate menu, click **Approve**.

8. To transfer the VAT declaration, in the Tax Declarations (tfgld1625m000) session, on the appropriate menu, click **Transfer Tax Declaration**.
9. To submit the VAT declaration, in the Tax Declarations (tfgld1625m000) session, on the appropriate menu, click **Submit Tax Declaration**.
10. Submit the created ASCII file to the tax authorities. You must have entered the file name and the path in the tax declaration master header in the Tax Declaration Master (tfgld1620m000) session.
11. To reprint the VAT/ESL declaration without recalculating the declared amounts, in the Tax Declarations (tfgld1625m000) session, on the appropriate menu, click **Show file**.

To set up electronic VAT and European Sales Listing declaration

This functionality is specific for Portugal.

To set up the master data for the tax declaration, take the following steps:

1. In the Tax Declaration Master (tfgld1620m000) session, create the VAT declaration master. Enter the file name and the path of the ASCII file.
2. On the Tax Positions by Tax Declaration Master tab, on the appropriate menu, click **Initialize**. LN creates the declaration layout. For each field to be entered, LN creates a separate line. For some lines, default values are available. In other fields, you must enter a value.
You must especially create tax positions for the VAT declaration amount fields that are applicable to your business. A tax position groups the tax codes that contribute to a specific declaration amount and links the tax codes to the box on the tax declaration.
3. In the Tax Positions (tfgld0120m000) session, create the required tax positions, and the links to the tax codes by country. Next, select the tax positions in the VAT declaration lines on the Tax Positions by Tax Declaration Master tab of the Tax Declaration Master (tfgld1620m000) session.
4. To complete the VAT declaration master, supply the required tag contents. For each VAT declaration master line for which the **User-defined Tag Content** checkbox is selected, you must manually enter a fixed tag content in the Tax Positions by Tax Declaration Master (tfgld1121m000) session.
Leave all other fields in the Tax Positions by Tax Declaration Master (tfgld1121m000) session unchanged, except if other changes are required for changed formats and so on.

Separate ledger accounts for tax amounts

This functionality is specific for Portugal.

In Portugal, the following accounting rules apply:

- Tax on advance payments and receipts must be posted to the same account used for the tax posting when the invoice is created.
- When you assign advance payments or receipts to invoices, the contra posting for the tax amount must be posted to a separate account.
- Tax amounts on credit notes must *not* be posted to the same account as the tax amount on the invoice, but to a separate account.

To create separate sales invoices for credit notes, in the Invoicing Methods (tcmcs0155s000) session, you must clear the **Combine Positive and Negative Order Lines** check box . If you want to post the tax amounts on credit notes to ledger accounts other than the sales tax account, you must clear this check box.

In the Posting Data for Tax Codes (tfgld0171s000) and the Posting Data for Multiple Tax Codes (tfgld0170s000) sessions, you can define ledger accounts for tax amounts on advance payments and receipts and for tax amounts on credit notes.

Appendix A

Glossary



appropriate menu

Commands are distributed across the **Views**, **References**, and **Actions** menus, or displayed as buttons. In previous LN and Web UI releases, these commands are located in the *Specific* menu.

financial statement

An account structure that can consist of child statement accounts and parent statement accounts. At the child level, the statement accounts are linked to ledger accounts and dimensions. With a financial statement, you can collect the desired financial values from the General Ledger and Budgeting modules, and use this data for internal and external financial reporting and analysis.

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