



Infor System21 Belgian Localization

Product Guide

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About this guide

The purpose of this document is to describe the functions that can be used within the BX Belgian Localization Module.

Intended audience

The guide is intended for any users of the BX Belgian Localization business module.

Related documents

You can find the documents on doc.infor.com as described in "Contacting Infor" on page 9.

Contacting Infor

If you have questions about Infor products, go to Infor Concierge at <https://conciierge.infor.com/> and create a case

The latest documentation is available from docs.infor.com

If you have comments about Infor documentation, contact documentation@infor.com.

Chapter 1 Overview

Localizations Introduction

In meeting local legal and fiscal requirements, System21 contains function within Core product as well as providing localization menu(s) for specific reporting requirements

Infor Localization Services also provides solutions to meet country specific legal and fiscal requirements for reporting, banking and tax; some of these solutions have been adopted by System21

Adoption depends on the component being adopted:

- For GEMS, this is usually done by each deliverable (for example, it could be done for all GEMS messages for a country, or specifically for a payment type e.g. SEPA in a country, or across multiple countries)
- For LSP, this is done by function
- For products, like the Brazil Suite, this is done by module

For solution details refer to <https://docs.infor.com/en-us>

For details of what has been adopted by System21 refer to the Integration Guide for Infor Localization Services

Core Product

Functionality exists in the core applications which meet some Belgian accounting requirements.

When a General Ledger company is defined as Belgian (country code BE) the following country specific parameters are set automatically:

Validate GL External Reference (037)

This is set to '1' meaning an external reference must be entered and be unique when a GL journal is posted

See the General Ledger Product Guide for more details

Account Description of Journal List (038)

This is set to '1' meaning that the Journal Postings Report (produced in 1/BXJ when the Journal List Type is entered) will include Account Description rather than the Line Description

Belgian Tax (043)

This is set to '1' meaning that an extra window is displayed in Customer and Supplier Maintenance for the entry of Ondernemingsnummer

Belgian Function (050)

This is set to '1' meaning that Belgian Localization is in use; this will ensure:

1) Auto numbering

A number of standard functions support auto numbering of documents, in order to maintain complete sequences of numbers. These include:

- General Journals
- AR Invoices
- AR Adjustment Journals
- AP Adjustment Journals
- Bank Statement Posting

The reference field is initially defaulted to '*AUTO'. When the posting is confirmed the reference is allocated automatically

Note: AFI will make postings to the GL for zero values invoices, in order to maintain the sequential numbering of documents

Set the AFI consolidation parameters to '0' for OE sales invoices in order to keep the integrity of the source application invoice numbering through into General Ledger.

2) VAT Free Part

Sales to certain customers in Belgium have a percentage of the goods discounted as free of VAT. Codes are defined within the Belgian Localization and then associated to the appropriate customers and their orders and invoices will reflect the discount, for example:

Invoice goods value	€10000
VAT free percentage	10%
VAT will be based on 90% of goods value	€9000

VAT 21% will be €1932

Where the Belgian function is active customer maintenance allows a customer to be flagged as having VAT Free Part applicable in the Extra Belgium details and the VAT calculations within:

- Advanced Order Entry (not conversational, transcriptional or Order Capture)
- Confirmation of Despatch
- Customer Returns

will apply the discount

3) Fiches 281.50 and 325.50

The 'fiches' are reports on invoices received from suppliers who are not registered for VAT, such as lawyers and consultants.

Where the Belgian function is active supplier maintenances allows the entry of details for these reports

4) BLWI/ISBL Declaration

Where the Belgian function is active both customer and supplier maintenance allow the entry of details for the declaration

5) World Trade VAT ID Validation

Where the Belgian function is active, World Trade customer maintenance will validate the VAT id

6) World Trade Kits

Where the Belgian function is active when maintaining kit items in World Trade, it is possible to specify whether these should appear on the intrastat at the kit parent, or component part level

The creation and update of Sales Disposal Movements review this setting when writing the World Trade transactions

7) Fixed Assets

Specific Belgian changes to depreciation calculations for declining balance switching to straight line.

Depreciation Method 433 (200% Declining Balance, Straight Line) means that period depreciation values change every year. Once a specific value is reached the system should switch to straight line, meaning fixed values for the rest of the asset life

8) VAT IDs

Where the Belgian function is active, and a customer or supplier has country BE then the maintenance will validate the VAT id starts with BE

Bank Account Format

System 21 provides the ability to enter bank details in the correct format Belgium either as a BBAN:

Bank Detail

Bank Code:

Bank Account:

Check digit:

Bank name:

Address-1:

Address-2:

Previous

Or as an IBAN:

IBAN Details

IBAN Code:

BIC Code:

Account name:

Bank Name/Address:

Previous

Details can be held for customers, suppliers and bank accounts

System21 supports the production of SEPA credit transfers and direct debits using Infor Localization Services GEMS.

Refer to the System21 Integration Guide for Localization Services for details

Localization Specific Features

Localization specific functions are found in the BX application including:

- VAT processing and report
- Creation of a file for ACCON
- Fiches 281.50 & 325.50 reports
- BLWI (Belgisch Luxemburgs Wissel Instituut) declaration report
- Belgium Intrastat and ESL files
- GL journal listing

These functions and the set-up required are detailed below

Note: *Command INSTALLBX should be used before the Localization is used for the first time in an environment to ensure the additional logical files required are created*

Chapter 2 Belgian Localization

Initial Set-up

Maintain GL Company Profile [1/ASCO]

Maintain Names and Addresses Pop-up

Fields

Tax Registration Number

Enter the tax registration number of the external company, using up to 20 characters

Where the Belgian function is used, ensure the number starts with either BE or LU

General Ledger Parameters [31/GLA]

The following GL parameters are used in the Belgian Localization and must be added manually by users:

BLCU BLWI Currencies length 03

Sub-codes to contain the currencies used in the BLWI report

BLLD BLWI Countries length 02

Where the code(s) are the countries used in the BLWI report if run in language D (Dutch)

BLLE BLWI Countries length 02

Where the code(s) are the countries used in the BLWI report

BLLF BLWI Countries length 02

Where the code(s) are the countries used in the BLWI report if run in language F (French)

Belgium Maintenance

The Belgian localization supports maintenance and reporting of data required for the production of local reports

Maintain VAT Box-codes [1/BXM]

Use this task to maintain the box codes used in VAT reporting; these will be linked to the VAT codes in a subsequent task

Add/Maintain Box-codes Window

To display this window, select the Maintain VAT Box-codes task

Fields

VAT box-code

Enter the VAT box-code to add/maintain

A prompt is available

Press ENTER to validate and display the VAT Box-code Detail window

VAT Box-code Detail Window

To display this window, select a box-code to add/maintain from the Add/Maintain Box-codes window

Fields

Description

Enter the box code description

Purchase/Sales

Enter the type of transaction applicable for this code

Select 'P' for Purchase or 'S' for Sales

Goods/VAT

Enter the type of value applicable for this code

Select 'G' for Goods or 'V' for VAT

Sequence No

Enter a number (max = 13) to indicate the sequence order on the Journal of Incoming and Outgoing Invoices report

A separate number has to be used for sales and purchase. If a box code should not appear on the list, leave this field blank

Fields

Delete (F11)

Use this function delete an existing box code

Maintain VAT codes/VAT Box-codes [2/BXM]

Use this task to link the VAT codes and box codes used in VAT reporting

Add/Maintain VAT codes Window

To display this window, select the Maintain VAT codes and VAT Box-codes task

Fields

VAT code

Enter the VAT code to maintain

A prompt is available

Press ENTER to validate and display the VAT code Reports window

VAT Code Reports Window

To display this window, select a VAT code from the Add/Maintain VAT codes window

Fields

ESL Listing

Use this checkbox as follows:

Checked – this VAT code will be included in the ESL

Unchecked – this VAT code will not be included in the ESL

End of Year Listing

Use this checkbox as follows:

Checked – this VAT code will be included in the End of Year Listing

Unchecked – this VAT code will not be included in the End of Year Listing

Document Type

Select the document type for which the box codes can be linked

Either Invoice (IN), Credit Note (CR) or Other (OV)

Press ENTER to validate and display the VAT code/Box code/Document type links on the VAT Box Codes window

VAT Box Codes window

To display this window select a document type in the VAT Code Reports window

Options

Delete (4)

Select a linked box code for deletion

Functions

Add Code (F9)

Use this function to add a new linked box code. The VAT Box Code Selection window will be displayed

VAT Box Code Selection window

To display this window select Add Code on the VAT Box Codes window

Fields

VAT box-code

Enter the VAT box-code to add

A prompt is available

Press ENTER to validate and display the VAT Box Code Detail window

VAT Box Code Detail window

To display this window select a VAT box-code in the VAT Box Code Selection window

Fields

Purchase/Sales

Enter the type of transaction applicable for this code

Select 'P' for Purchase or 'S' for Sales

Add/Subtract

Enter the sign of transaction applicable for this code

Kind of Amount

Enter the type of value applicable for this code

Select 'G' for Goods or 'V' for VAT

Press ENTER to validate and add the details

Maintain VAT Box-codes per Account Number [3/BXM]

Use this task to maintain the box codes for specific account numbers used in VAT reporting

The purchase postings for costs have to be distributed towards the purchase box codes: 81 (goods), 82 (services) and 83 (investments)

This task ensures the distribution is made correctly and automatically by determining per cost account what type of cost it concerns

Note: *If nothing is filled in for a specific account, and several box codes have been linked to the VAT code, then the system will select the box code '82' (services)*

In most cases this task will be for accounts beginning with the numbers 60 and 61 for Belgium; however, do not forget the other accounts such as bank costs, non-deductible VAT etc.

You can also choose not to link the box codes to the accounts. In this case only the link between VAT codes and box codes is used. This will however mean that a VAT code is needed for each type of purchase.

VAT Box-code per Purchase Account Selection Window

To display this window, select the Maintain VAT Box-codes per Account Number task

Fields**Account**

Enter the account code for which the VAT box-code is to be maintained

A prompt is available

Sequence Accounts

Use this checkbox as follows:

Checked – GL accounts will be displayed sequentially within the maintenance

Unchecked – GL accounts will not be displayed sequentially

Press ENTER to validate and display the VAT Box-code per Purchase Account window

VAT Box-code per Purchase Account Window

To display this window, select an account on the VAT Box-codes per Account Number Selection window

Fields

VAT-Boxcode

Enter the type of box code for the GL account. Select either Goods, Investments or Services
Press ENTER to validate and select another account for maintenance

Maintain Fee Codes per Account [4/BXM]

Use this task to classify the general ledger accounts for purchase invoices from certain suppliers (like lawyers, doctors). The classifications correspond with the categories on the 'fiches'.

Fee Code per Purchase Account Selection Window

To display this window, select the Maintain Fee-codes per Account Number task

Fields

Account

Enter the account code for which the fee-code is to be maintained

A prompt is available

Sequence Accounts

Use this checkbox as follows:

Checked – GL accounts will be displayed sequentially within the maintenance

Unchecked – GL accounts will not be displayed sequentially

Press ENTER to validate and display the Fee-code per Purchase Account window

Fee code per Purchase Account Window

To display this window, select an account on the Fee-code per Account Number Selection window

Fields

Fee-Code

Select the type of fee code for the GL account

The different categories are:

- Commission, Broker's Fees, Refunds
- Expenses incurred at beneficiary account
- Gains in kind
- Honorary Fees
- No Fees

Press ENTER to validate and select another account for maintenance

Maintain VAT Free Part Codes [5/BXM]

Sales to certain customers in Belgium, an example given is the Belgian Army, have a percentage of the goods discounted as free of VAT.

Use this task to define VAT Free Part codes defining the default description, percentage and associated VAT box code.

The codes defined are then associated to the appropriate customers and their orders and invoices will reflect the discount, for example:

Invoice goods value	€10000
VAT free percentage	10%
VAT will be based on 90% of goods value	€9000
VAT 21% will be	€1932

VAT Free Part Codes Selection Window

To display this window, select the Maintain VAT Free Part Codes task

Options

Maintain (1)

Use this to maintain an existing code; the Maintain VAT-Free Part Code window will be displayed

Delete (4)

Use this to delete an existing code; a confirmation window will be displayed

Functions

Add VAT-Free Part Code (F9)

Use this to add a new code; the Maintain VAT-Free Part Code window will be displayed

Maintain VAT-Free Part Code Window

To display this window, select to add or maintain a VAT-free part code

Fields

Description

Enter a maximum of 400 characters to be printed on the invoice

Percentage

Enter the VAT free percentage to be deducted from the goods value

VAT-Boxcode

Enter/select the VAT box code for the reduction amount. This is usually box code 47. A prompt is available

Note: VAT reporting - the base value should appear in VAT box 03; the reduction amount should appear in box 47 and the base amount should appear in box 54 (standard)

Press ENTER to validate and return to the VAT-Free Part Codes Selection window

Maintain Suppliers [6/BXM]

This is the same as Supplier Names & Addresses (1/APM)

Refer to the Accounts Payable Product Guide for further information

Maintain Customers [7/BXM]

This is the same as Customer Names & Addresses (1/ARM)

Refer to the Accounts Receivable Product Guide for further information

Maintain Belgium Company Profile [8/BXM]

Use this task to maintain additional details for a Belgian company to be used in the Belgian legals function

Select Belgium Company Window

To display this window, select the Maintain Belgium Company Profile task

Fields

Company

Select the company code to be maintained

This is the General Ledger company code

Press ENTER to display the Belgian Company Details window

Belgium Company Details Window

To display this window, select a company within the Select Belgium Company window

Fields

Ondernemingsnummer

Enter the fiscal code for the company

Currency VAT-Reports

Enter the currency in which the VAT reports should be produced

Exchange rate code Curr VAT

Enter the exchange rate code used to convert the currencies if the VAT reporting currency is different to the GL base

Customer Address/Supplier Address

Enter the relevant System21 address lines which contain the Street, City or Post Code

These will be used when printing:

- End of year listing
- ESL listing
- Fiches 281.50 and 325.50

Period for VAT-processing

Use this to select whether the VAT or GL period is used when reporting

Use WT Country & VAT-ID

Use this checkbox as follows:

Checked – use World Trade customer information

Unchecked – use Accounts Receivable customer information

Note: *If World Trade is not active for the company, then the flag will default to Accounts Receivable and cannot be overridden*

Discount in VAT-processing

Use this checkbox as follows:

Checked – to apply discounting in the VAT processing option (1/BXP)

Unchecked – to not apply any discounting in the VAT processing

Press ENTER to validate and update the company details

Maintain Fixed Part Doc Ref [9/BXM]

Use this task to maintain the structure of the references used within the General Ledger either manually or by the system

Select Fixed Part Document Reference Window

To display this window select the Maintain Fixed Part Doc Ref task; any existing sequences will be displayed

Options

Maintain (1)

Use this to maintain an existing sequence; the Maintain/Add Fixed Part Document Reference window will be displayed

Delete (4)

Use this to delete an existing sequence; a confirmation window will be displayed

Functions

Add Fixed Part Document Reference (F9)

Use this to add a new sequence; the Maintain/Add Fixed Part Document Reference window will be displayed

Add/Maintain Fixed Part Document Reference Window

To display this window, select to add or maintain a Fixed Part Document Reference

Fields

Transaction Source

Enter the transaction source application

Transaction type

Enter the transaction type

Length

Enter the length of the reference which is fixed; the journal listing will check for numerically sequential numbers after this part, and report on missing numbers

Press ENTER to validate and add/amend the details

Maintain Journal List Type [10/BXM]

Use this task to create different journal grouping codes and descriptions (headers) to be used in the Journal Listing

For each description, several System21 transaction types can be grouped together. Selection can be made on transaction type, and if necessary also on document reference

Only those types that use the same document sequence should be grouped to avoid gaps between the document numbers in one journal

Select Journal List Type Window

To display this window, select the Maintain Journal List Type task; any existing types will be displayed

Options**Change (1)**

Use this to maintain an existing journal list type; the Maintain/Add Journal List Type window will be displayed

Delete (4)

Use this to delete an existing journal list type; a confirmation window will be displayed

Transactions (8)

Use this to maintain the transaction references that should be grouped together in this code; the Display Transaction References window will be displayed

Functions**Add Journal List Type (F9)**

Use this to add a new journal list type; the Maintain/Add Journal List Type window will be displayed

Add/Maintain Journal List Type Window

To display this window, select to add or maintain a Journal List Type

Fields

Journal List Type

Enter the code for this grouping

Description

Enter the description for this grouping

Sort Type

Enter the sort type for this grouping:

0 – Normal. All transaction types, optionally within a specified range of document references, will be sorted by document reference

1 – Bank reference. This is used for the bank journals. By using this parameter, transactions will be sorted first by bank (with a break per bank), then by bank statement number, which is held in the transaction description. 2 – Break by transaction type. This parameter will be used if for any reasons a split is needed between for example IN and CR transaction types. Sales order processing parameters could indicate that a separate document reference is to be created for those transaction types

3 – Summary report

4 – Summary report by journal

Press ENTER to validate and add/amend the details

Display Transaction References Window

To display this window, select Transactions for a Journal List Type

Options

Delete (4)

Use this to delete an existing range of references; a confirmation window will be displayed

Functions

Add (F9)

Use this to add a new range of references; the Add Journal List Type Transactions window will be displayed

Add Journal List Type Transactions Window

To display this window, select Add Journal List Types Transactions

Fields**Journal List Type**

Enter the code for this grouping

Transaction Source

Enter the source application; a prompt is available

Transaction Type

Enter the transaction type; a prompt is available

Document Ref. From/To

Enter a range of document references; this is optional

Press ENTER to validate and add the details

Maintain BLWI Report – Country Codes [11/BXM]

The BLWI (Belgisch Luxemburgs Wissel Instituut) declaration report is a declaration of the foreign trade of goods and the state of bank accounts outside of Belgium. It includes customer transactions, vendor transactions, and financial transactions for specific bank accounts and currencies.

This task is used to set up the link between the System21 country codes and the BLWI country codes if they differ.

Note: From 3.1 onwards, the system provided country codes are ISO standard and so this task may no longer be needed

Select Country Code Window

To display this window, select the Maintain BLWI Report – Country Codes task; the list of countries in the GL parameter BLLE will be displayed

Options**Maintain (1)**

Use this to select a country code and link the System21 country codes to it. The Link Country Codes window will be displayed

Linked Country Codes Window

To display this window, select a country code from the Select Country Code window; the System21 countries that have been linked to the BLWI country will be displayed

Options

Delete (4)

Use this to select a country code link; a confirmation window will be displayed

Functions

Add Country (F9)

Use this to link a System21 country code to this country; the Add Linked Country Code window will be displayed

Add Linked Country Code Window

To display this window, select to add a country in the Linked Country Codes window

Select a country and press ENTER to add as a linked country

Maintain BLWI Report – Currency Codes [12/BXM]

The BLWI (Belgisch Luxembourg's Wissel Instituut) declaration report is a declaration of the foreign trade of goods and the state of bank accounts outside of Belgium. It includes customer transactions, vendor transactions, and financial transactions for specific bank accounts and currencies.

This task is used to set up the link between the System21 currencies and the BLWI currency codes

Select Currency Code Window

To display this window, select the Maintain BLWI Report – Currency Codes task; the list of currencies in the GL parameter BLCU will be displayed

Options

Maintain (1)

Use this to select a currency code and link the System21 currency codes to it. The Link Currency Codes window will be displayed

Linked Currency Codes Window

To display this window, select a currency code from the Select Currency Code window; the System21 currencies that have been linked to the BLWI currency will be displayed

Options**Delete (4)**

Use this to select a currency code link; a confirmation window will be displayed

Functions**Add Currency (F9)**

Use this to link a System21 currency code to this currency; the Add Linked Currency Code window will be displayed

Add Linked Currency Code Window

To display this window, select to add a currency in the Linked Currency Codes window

Select a currency and press ENTER to add as a linked currency

Query VAT Box-codes [21/BXM]

Use this task to create a listing of the VAT box codes used in VAT reporting

Select Confirm Submit (F8) to submit a job to print the report

Query VAT codes/VAT Box-codes [22/BXM]

Use this task to create a listing of the VAT code to VAT box code links used in VAT reporting

Select Confirm Submit (F8) to submit a job to print the report

Query VAT Box-code per Account [23/BXM]

Use this task to create a listing of the VAT box codes for specific account numbers used in VAT reporting

Select Confirm Submit (F8) to submit a job to print the report

Query Fee Code per Account [24/BXM]

Use this task to create a listing of Fee Codes per Account

Select Confirm Submit (F8) to submit a job to print the report

Query Fixed Part Document Reference [29/BXM]

Use this task to create a listing of Fixed Part Document References

Select Confirm Submit (F8) to submit a job to print the report

Query Journal List Types [30/BXM]

Use this task to create a listing of Journal List Types

Select Confirm Submit (F8) to submit a job to print the report

Query BLWI – Countries [31/BXM]

Use this task to create a listing of the links between the System21 countries and the BLWI country codes

Select Confirm Submit (F8) to submit a job to print the report

Query BLWI - Currencies [32/BXM]

Use this task to create a listing of the links between the System21 currencies and the BLWI currency codes

Select Confirm Submit (F8) to submit a job to print the report

Belgium Processing

The Belgian localization supports processing and reconciliation of VAT postings

Process VAT Postings [1/BXP]

Use this task to process the VAT postings and calculate the VAT balances, and classify the transactions

A control listing is printed and a check is performed on the used VAT codes to ensure they are linked to at least one box code

Although it can be run at any time, this option should be processed at least once a month before the VAT declaration

The VAT transactions are updated to flag they have been processed

Select Confirm Submit (F8) to submit a job to process the VAT postings

Reconciliation VAT Postings [2/BXP]

Use this task to allow the VAT balances, classifications and transactions to be reset for a period or range of periods

This will allow the Process VAT Postings to be re-run as the generated files will be cleared of the period balances etc and the VAT transactions reset as unprocessed

Select VAT Reconciliation Periods Window

To display this window, select the Reconciliation VAT Postings task; a range of VAT periods will be displayed

Fields

VAT Period from/to

Enter the range of VAT periods to be reconciled

Press Confirm (F8) to submit the reconciliation

Belgium Reports & Files

The Belgian localization supports production of various legal reports

General Ledger parameters are used in their generation so must be set up as detailed

Control Listing VAT History [1/BXE]

Use this task to report all postings by VAT code

VAT Control Report Selection Window

To display this window, select the Control Listing VAT History task

Fields

Period from/to

Enter the range of GL periods to be reported.

Amounts to print

Select to print in prime, base or both currencies

Select Confirm (F8) to submit a job to print the report

VAT Registration Report [2/BXE]

Use this task to produce a report of the VAT totals for purchases and sales per box code per GL period

VAT Registration Report Selection Window

To display this window, select the VAT Registration Report task.

Fields

VAT- code from/to

Enter the range of VAT codes to be reported

Period from/to

Enter the range of GL periods to be reported

Purchase/Sales

Select to report for either Purchases or Sales

Select Confirm (F8) to submit a job to print the report

Customers VAT End of Year Listing & File [3/BXE]

Use this task to produce a report of Belgian customers' turnover and VAT

Additionally, a report is produced listing Belgian customers with an invalid VAT registration number or turnover below the minimum amount set; a report of non-Belgian customers is also produced

VAT End of Year Listing Selection Window

To display this window, select the Customers VAT End of Year Listing task.

Fields

Period from/to

Enter the range of VAT periods to be reported

Minimum Goods Amount

Enter the cut-off value for turnover below which customers should not be reported

Group VAT IDs

Use this checkbox as follows:

Checked – to group customers with the same VAT ID

Unchecked – do not group customers with the same VAT ID

Create extract file

Use this checkbox as follows:

Checked – to produce a file of the VAT listing

Note: The file is created in the IFS in /QDLS/VATDECL/VATnn/BEVAT where nn is the CONO

Unchecked – do not produce a file of the VAT listing

Select Confirm (F8) to submit a job to print the report

VAT Declaration [4/BXE]

Use this task to produce the VAT declaration

This task allows the entry of pre-payments, the surplus of previous months etc.; additionally, box codes 61 and 62 can be entered/amended

VAT Declaration Selection Window

To display this window, select the VAT Declaration task.

Fields

Period from/to

Enter the range of VAT periods to be reported

Quarter

Select the VAT quarter to be reported

Press ENTER to validate and display the VAT Declaration Details Selection window

VAT Declaration Details Selection Window

To display this window select a VAT period and quarter in the VAT Declaration Selection window. Use this window to select the details of the report

Fields

Request for Repayment

Enter an X if a repayment is to be requested

Request for Identification-Labels

Enter an X if identification labels are required

Request for Pay-Documents

Enter an X if pay documents are required

VAT-ID of the accountant

Enter the VAT-ID of the reporter

Advance due for December

Enter the value as appropriate

Advance paid in December

Enter the value as appropriate

Advance paid in Declaration Period

Enter the value as appropriate

Balance to be paid to the Authorities

Enter the value as appropriate

Balance due by the Authorities

Enter the value as appropriate

Fields

English/Dutch/French (F20/F21/F22)

Use these functions to toggle the screen between English, Dutch or French literals

Box 61/62 (F10)

Use this function to display fields to enter Box 61 and 62 revisions

Select Confirm (F8) to submit a job to print the report

Control Listing VAT History per Box-code [5/BXE]

Use this task to produce a detailed listing of transactions per box code

Control Listing VAT History Selection Window

To display this window, select the Control Listing VAT History per Box-code task.

Fields**Period from/to**

Enter the range of VAT periods to be reported

Select Confirm (F8) to submit a job to print the report

VAT Journal Incoming & Outgoing Invoices [6/BXE]

Use this task to produce a detailed listing of purchase and sales transactions with their box codes (sequences according to the box code definition in 1/BXM); transactions not linked to a box code are listed in an error report

VAT Journal Incoming & Outgoing Invoices Selection Window

To display this window, select the VAT Journal Incoming & Outgoing Invoices task.

Fields**Period from/to**

Enter the range of VAT periods to be reported

Purchases/Sales

Select Purchases (P) or Sales (S)

Select Confirm (F8) to submit a job to print the report

File ACCON [11/BXE]

ACCON is a third party package for the production of annual accounts in legal format

This task allows the export of System21 accounting data for use in reporting

Note: *Only balances relating to the 12 character account code are extracted, extension levels and user views are not used*

The details are added to the ACCONAS file, member ACCONnn where nn is the company code

If an IFS file is created this will be put in QDLS/ACCON/ACCONnn and called BEACCON

File Selection Window

To display this window, select the File ACCON task

Fields

Period from/to

Enter the range of VAT periods to be reported

Subledger Detail

Use this checkbox as follows:

Checked – to include subledger details in the extract

Unchecked – do not include subledger details in the extract

Create extract file

Use this checkbox as follows:

Checked – to copy the file to the IFS

Unchecked – do not create an extract file in the IFS

Select Confirm (F8) to submit a job to extract the data

Fiches 281.50 & 325.50 [12/BXE]

These Fiches are used to report on all professional fees from suppliers who do not calculate VAT

Fiche 281.50 is for the supplier, Fiche 325.50 for the tax authority

In order to identify transactions to be included details are maintained:

Supplier Maintenance (1/APM) is used to flag the supplier for inclusion in the Belgian Tax Extra Details window

Maintain Fee Codes per Account (4/BXM) is used to identify the applicable purchase GL accounts and categorize them

Separate lists are printed for Belgian and foreign suppliers

Note: *If the invoiced amount has not been paid completely during the year the paid amount will be printed separately; if no invoices have been paid during the year, then 'NIHIL' is printed*

An invoice is considered paid when it has been paid completely during the selected year

Fiche Selection Window

To display this window, select the Fiches 281.50 & 325.50 task

Fields

Period from/to

Enter the range of periods to be reported

Minimum Fees Amount

Enter the minimum fees to be reported

List number

Select one of:

1 = List for Belgium suppliers

2 = List for Foreign suppliers

Select Confirm (F8) to submit a job to produce the reports

BLWI Report [13/BXE]

Use this task to produce the BLWI report

This is a monthly listing of all customer and supplier debt, shown as a matrix whereby the columns are currencies (sometimes groups of) and the lines are countries (sometimes groups of).

BLWI Report Selection Window

To display this window, select the Report BLWI task

Fields

Period from/to

Enter the range of periods to be reported

Language

Select the language to be used for the report, either Dutch or French

Currency

Select the currency to be used for the report, either prime or base

2 = List for Foreign suppliers

Select Confirm (F8) to submit a job to produce the report

Belgium Intrastat & ESL

The Belgian localization supports production of Intrastat and ESL files

Create IDEP/Intrastat File [1/BXI]

The intrastat in Belgium may be submitted by IDEP. Use this task to extract data to a file that can be reviewed and amended before submission

Acquisitions are added to the BEINTAS file, member MBRnn where nn is the company code

Disposals are added to the BEINTDS file, member MBRnn where nn is the company code

If IFS files are created these will be put in QDLS/ IDEPFLR and called BEINTA (acquisitions) and BEINTD (disposals)

Create Intrastat File Selection Window

To display this window, select the Create IDEP/Intrastat File task

Fields

Period from/to

Enter the range of periods to be extracted

Create File

Use this checkbox as follows:

Checked – to copy the file to the IFS

Unchecked – do not create an extract file in the IFS

Select Confirm (F8) to submit a job to extract the data

Maintain ESL Amounts per VAT Code [2/BXI]

Before printing the ESL listing it is possible to modify the turnover amounts of the customers, for example because the VAT number was only assigned recently.

Use this task to maintain the data extracted by Process VAT Postings (1/BXP)

Maintain ESL Amounts Selection Window

To display this window, select the Maintain ESL Amounts per VAT Code task

Fields

Period from/to

Enter the range of VAT periods to be reviewed

VAT-code

Enter the VAT code of the data to be reviewed. A prompt is available

Leave blank to select all VAT codes

Press ENTER to confirm and display the Maintain ESL Amounts window

Maintain ESL Amounts Window

To display this window, select details in the Maintain ESL Amounts Selection task

Fields

VAT-ID

Use this field to amend the VAT id for the customer

Goods Amount

Use this field to amend the sales value for the customer/VAT code

Quar Upd

Use this to amend the quarter applicable; the format is YYQ where YY is the year and Q is the quarter (1 to 4)

C

Use this to amend the code

Options

Delete (4)

Use this to delete the record

Functions

Add (F9)

Use this function to add customer details and display the Add New ESL Amount window

Add New ESL Amount Window

To display this window, select to add a record in the Maintain ESL Amounts window

Fields

VAT code

Enter the VAT code to be added. A prompt is available

Customer

Enter the company & customer to be added. A prompt is available for customer

VAT-ID

Use this field to amend the VAT id for the customer

Goods Amount

Use this field to amend the sales value for the customer/VAT code

Quar Upd

Use this to amend the quarter applicable; the format is YYQ where YY is the year and Q is the quarter (1 to 4)

C

Use this to amend the code

Press ENTER to validate and Add (F9) to add the record

ESL Listing & File [3/BXI]

Use this task to prepare the ESL listing and file

The listing shows all customers that have received intra-community shipments together with their turnover. Customers with an erroneous VAT registration number are printed on an error listing

ESL listing details are added to the BEESLAS file, member ESLnn where nn is the company code

Or if a file is created the data will be put in QDLS/ ESLFLR/ESLnn (where nn is the company code) and in a file called BEESL

ESL Listing & File Selection Window

To display this window, select the ESL Listing & File task

Fields

Period from/to

Enter the range of periods to be extracted

Quarter/Year

Enter the quarter and year being reported

Create File

Use this checkbox as follows:

Checked – to copy the file to the IFS

Unchecked – do not create an extract file in the IFS

Select Confirm (F8) to submit a job to extract the data

Belgium Journals

The Belgian localization supports production of a journal report

Journal Listing [1/BXJ]

This task allows the production of a list of journals; it is the same as the standard GL report by journal code and type but modified to allow a further selection of 'journal list type'.

The journal list type is a grouping of GL journals of a particular source and type, and a particular document range and maintained in the BX Maintenance menu

It is also possible to specify the structure of the various GL journal references that are either entered manually or created by the system. The Journal Listing will then report on missing sequences of journal numbers

The report can start from a specified page number, input on the prompt screen

In addition to the standard report, a control and error list will be printed, indicating the used document references and the missing document references if there are any

This list will only be printed for those journal list types indicated with a code '0- normally sorted' (see Maintain Journal List Type).

Journal Postings Window

To display this window, select the Journal Listing task

Fields

Period From/To

The current period displays as a default

Enter a From and To period for the report

Journal Type From/To

Enter a journal type to select the listing from a range of journal types

You can enter either a range of journal types or a range of journal codes

You can use the prompt facility on these fields to select from the Parameter Codes pop-up

Note: *Journal types are created by the system and held in the GL parameter JTYP*

Journal Code

Enter a journal code to select the listing from a range of journal codes

You can enter either a range of journal types or a range of journal codes

You can use the prompt facility on these fields to select from the Parameter Codes pop-up

Note: Journal codes are created by the system and held in the GL parameter JCOD

Journal List Type

Enter a Journal List Type to select the listing for a Journal List Type. Enter either a range of Journal Types or a range of Journal Codes or a Journal List Type

A prompt is available

Note: Journal List Types are user maintained through option 10/BXM

Summary by Account

Use this checkbox as follows:

Unchecked - To print a detailed report of transactions including transaction type, session number, reference, debit, credit and currency values, with journal and period totals

Checked - To print a summary report with one line per account, including journal description, debit, credit and totals

Start page number

Enter the page number to start from

Press Enter to validate your selection and submit the creation of the listing

Cash Allocation [2/BXJ]

This is the same as Post Cash & Allocate (1/ARA)

Refer to the Accounts Receivable Product Guide for further information

Belgium Fixed Assets

This menu contains tasks that are available in Fixed Assets.

The standard processing allows for the Belgian specific function for depreciation calculations for declining balance switching to straight line (Depreciation Method 433 (200% Declining Balance, Straight Line))

Period Depreciation [1/BXF]

This is the same as Period Depreciation (12/FAC)

Refer to the Fixed Assets Product Guide for further information

Provisional Depreciation Report [2/BXF]

This is the same as Provisional Depreciation (11/FAC)

Refer to the Fixed Assets Product Guide for further information

Chapter 3 Accounts Payable

Maintenance

Supplier Names & Addresses [1/APM]

Belgian Tax Extra Details Pop-up

This pop-up is displayed where the Belgian Tax function is set on in the GL country specific parameters to allow entry of additional details for Belgium:

Fields

Fees

Enter the fees applicable (used in the Fiche 281.50/325.50) from one of the following:

Not on the list (0)

On list for Belgium suppliers (1)

On list for Foreign suppliers (2)

Not used (3 or 4)

BLWI

i.e. Belgisch Luxemburgs Wissel Instituut information

Enter the applicable BLWI code (090 or 092 or 094); or leave as 000

Ondernemingsnr

Enter the Ondernemingsnummer for the supplier

Press ENTER to update the details entered

Chapter 4 Accounts Receivable

Maintenance

Customer Names & Addresses [1/ARM]

Belgian Tax Extra Details Pop-up

This pop-up is displayed where the Belgian Tax function is set on in the GL country specific parameters to allow entry of additional details for Belgium:

Fields

End of year list

Use this checkbox as follows:

Checked – this customer will be included in the end of year list

Unchecked – this customer will not be included in the end of year list

BLWI

i.e. Belgisch Luxemburgs Wissel Instituut information

Enter the applicable BLWI code (090 or 092 or 094); or leave as 000

Ondernemingsnr

Enter the Ondernemingsnummer for the customer

VAT-Free Part

If applicable, enter the VAT-Free Part code

A prompt is available

Press ENTER to update the details entered

Processing

Invoices, Credit Notes [1/ARP]

Header Information Window

Fields

Reference

Enter the invoice reference

This field is not open for maintenance if the Auto Generate AR References or the Belgian function is active; a number will be assigned when the invoice/credit note is posted

Note: *If a posting is cancelled an 'unused' reference may occur*

Adjustment Journals [2/ARP]

Header Information Window

Fields

Reference

Enter the journal reference

This field is not open for maintenance if the Auto Generate AR References or the Belgian function is active; a number will be assigned when the adjustment journal is posted

Chapter 5 General Ledger

Journal Maintenance

Constant Journal Maintenance [2/GLJ]

Maintain Constant Journals Selection Window

To display this window, select the Constant Journal task.

Fields

Ctl. Value

Enter the control value for postings

Note: *If the Belgian function is active, this field is not displayed*

Spread Journal Maintenance [3/GLJ]

Maintain Spread Journals Selection Window

To display this window, select the Maintain Spread Journal task.

Fields

Spread Ctl

Enter the control value for postings

Note: *If the Belgian function is active, this field is not displayed.*

Maintain Apportionment Journal [4/GLJ]

Maintain Apportionment Journals Selection Window

To display this window, select the Maintain Apportionment Journal task.

Fields

Spread Ctl

Enter the control value for postings

Note: *If the Belgian function is active, this field is not displayed.*

Processing

Post General Journal [1/GLP]

General Journals Header Window

To display this window, select the Post General Journal task.

You use this task to post general journals.

Fields

Journal Reference

Enter the reference name given to the journal, using up to 8 characters.

Note: *If journal references are being automatically generated or the Belgian function is active, this field is not displayed.*

See the Country-specific Parameters section in the Utilities chapter for a more detailed explanation.

Note: *If a suspended item is cancelled an 'unused' reference may occur. This number will not be allocated automatically*

Control Value

Enter the control amount for the general journal

Note: *If the Belgian function is active, this field is not displayed.*

Post Inter-company Journal [8/GLP]

Inter-company Journals Header Window

To display this window, select the Post Inter-company Journal task.

Fields

Journal Reference

Enter the reference name given to the journal, using up to 8 characters.

Note: If journal references are being automatically generated or the Belgian function is active, this field is not displayed.

See the *Country-specific Parameters* section in the *Utilities* chapter for a more detailed explanation

Note: If a suspended item is cancelled an 'unused' reference may occur. This number will not be allocated automatically

Control Value

Enter the control amount for the general journal

Note: If the Belgian function is active, this field is not displayed.

Post Prior Period Journal [9/GLP]

Post Prior Period Journals Header Window

To display this window, select the Post Prior Period Journal task.

Fields

Journal Reference

Enter the reference name given to the journal, using up to 8 characters.

Note: If journal references are being automatically generated or the Belgian function is active, this field is not displayed.

See the *Country-specific Parameters* section in the *Utilities* chapter for a more detailed explanation

Note: If a suspended item is cancelled an 'unused' reference may occur. This number will not be allocated automatically

Control Value

Enter the control amount for the general journal

Note: If the Belgian function is active, this field is not displayed.

Post Statistics Journal [10/GLP]

Statistics Journals Header Window

To display this window, select the Post Statistics Journal task.

Fields

Journal Reference

Enter the reference name given to the journal, using up to 8 characters.

Note: *If journal references are being automatically generated or the Belgian function is active, this field is not displayed.*

See the Country-specific Parameters section in the Utilities chapter for a more detailed explanation

Note: *If a suspended item is cancelled an 'unused' reference may occur. This number will not be allocated automatically*

Post Reversal Journal [11/GLP]

Journal reversal enables you to correct a journal entered in error by entering the document type and journal reference of the incorrect journal. When you press Enter, the system displays a journal which is already completed with the correct entries for reversing out the original entry

Note: *If the Belgian function is active it is recommended that this task is not used as it reverses the existing general journal movement but uses the same document number.*

Post Reversing General Journal [31/GLP]

Post Reversing General Journals Header Window

To display this window, select the Post Reversing General Journal task.

Fields

Journal Reference

Enter the reference name given to the journal, using up to 8 characters.

Note: *If journal references are being automatically generated or the Belgian function is active, this field is not displayed.*

See the Country-specific Parameters section in the Utilities chapter for a more detailed explanation

Note: *If a suspended item is cancelled an 'unused' reference may occur. This number will not be allocated automatically*

Control Value

Enter the control amount for the general journal

Note: *If the Belgian function is active, this field is not displayed.*

Utilities

Maintain Country-specific Parameters [33/GLU]

Maintain Country Specific Parameters Window

Country-specific Parameters 31-45

Fields

Account Description on Journal List? (038)

Enter one of the following:

0 - If Belgian reports are not in use

1 - If the Journal Postings Report (produced in 1/BXJ when the Journal List Type is entered) should include Account Description rather than the Line Description

Chapter 6 Cash Management

Processing

Bank Statement Posting [52/CSP]

Bank Statement Posting Account Window

To display this window, select the Constant Journal task.

Fields

Statement Number

Enter the number on the statement provided by the bank. A new statement cannot be entered if a suspended statement is outstanding.

If the statement you enter is not accepted, use the prompt facility to see the suspended statement to be entered first.

Note: *If the Belgian function is active, then this should be left blank and will be automatically generated (format is YYYY-NNN where YYYY is the year and NNN is a sequential number)*

Bank Statement Posting CS Item Window

Fields

Reference

To confirm an existing item, enter a valid Cash Management reference for this bank account. This must be a reference which has not already been matched against a statement.

This field should not be entered when you are posting a new item

Note: *If the Belgian function is active, then this will be automatically generated (format is AAAAAAAAAAAAA/NNN where AAAAAAAAAAAAA is bank account and NNN is the statement number)*

Bank Statement Posting AR Item Window

When you select Post Receipt (F14), a pop-up is displayed for you to enter the bank reference.

Note: If the Belgian function is active, then this will not be shown and the reference will be automatically generated (format is AAAAAAAAAAAAA/NNN where AAAAAAAAAAAAA is bank account and NNN is the statement number)

AR Interface Posting Adjustments Window

When you select Update (F8), a pop-up is displayed for you to enter the bank reference.

Note: If the Belgian function is active, then this will not be shown and the reference will be automatically generated (format is AAAAAAAAAAAAA/NNN where AAAAAAAAAAAAA is bank account and NNN is the statement number)

Bank Statement Posting AP Item Window

When you select Post Payment (F14), a pop-up is displayed for you to enter the bank reference.

Note: If the Belgian function is active, then this will not be shown and the reference will be automatically generated (format is AAAAAAAAAAAAA/NNN where AAAAAAAAAAAAA is bank account and NNN is the statement number)

Chapter 7 Advanced Order Entry

Processing

Order Entry [1/AOP]

Belgian Localization

If the Belgian function is active, then the customer will be checked to determine if there is a VAT free part code. If so, then an additional window will be shown to confirm if the VAT free part applies for the invoice and the VAT calculated will be adjusted accordingly

Confirm VAT-Free Part Window

Fields

VAT-Free Part

If applicable, enter the VAT-Free Part code

A prompt is available

Press Update (F8) the details entered

Order Amend [2/AOP]

Belgian Localization

If the Belgian function is active, then the customer will be checked to determine if there is a VAT free part code. If so, then an additional window will be shown to confirm if the VAT free part applies for the invoice and the VAT calculated will be adjusted accordingly

Confirm VAT-Free Part Window

Fields

VAT-Free Part

If applicable, enter the VAT-Free Part code

A prompt is available

Press Update (F8) the details entered

Chapter 8 Order Entry

Processing

Miscellaneous Invoicing [12/OEP, 13/OEP, 14/OEP, 15/OEP]

Belgian Localization

If the Belgian function is active, then the customer will be checked to determine if there is a VAT free part code. If so, then an additional window will be shown to confirm if the VAT free part applies for the invoice and the VAT calculated will be adjusted accordingly

Confirm VAT-Free Part Window

Fields

VAT-Free Part

If applicable, enter the VAT-Free Part code

A prompt is available

Press Update (F8) the details entered

Chapter 9 Customer Returns

Processing

Create Credit Note [8/CRP]

Belgian Localization

If the Belgian function is active, then the customer will be checked to determine if there is a VAT free part code. If so, then an additional window will be shown to confirm if the VAT free part applies for the credit note and the VAT calculated will be adjusted accordingly

Confirm VAT-Free Part Window

Fields

VAT-Free Part

If applicable, enter the VAT-Free Part code

A prompt is available

Press Update (F8) the details entered

Chapter 10 World Trade

Maintenance

Maintain Item [4/WTM]

Item Trade Details Window

Fields

Intrastat

Use this checkbox as follows:

Checked – report this item on the intrastat

Unchecked – do not report this item on the intrastat

Note: *This field is only displayed for a kit item where the Belgian function is active to allow the kit item to be used for intrastat or the component parts*