



Additional Reports for Fixed Assets

Business Central HU localization

HRP Europe Kft.

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1 Fixed asset reports

This document provides detailed insight into the functionality of managing reports related to Fixed Assets in the Microsoft Dynamics 365 Business Central Localization Package.

This document contains the following reports:

- Fixed Asset Card
- FA Receipt Report (Activation Report)
- FA Disposal
- FA Phys. Inventory List

The content of reports relating to fixed assets in Hungary is based on the accounting activities of the Accounting Act of 2000. In 2004, companies set requirements for documents in their accounting policies against the date, content and form of their preparation.

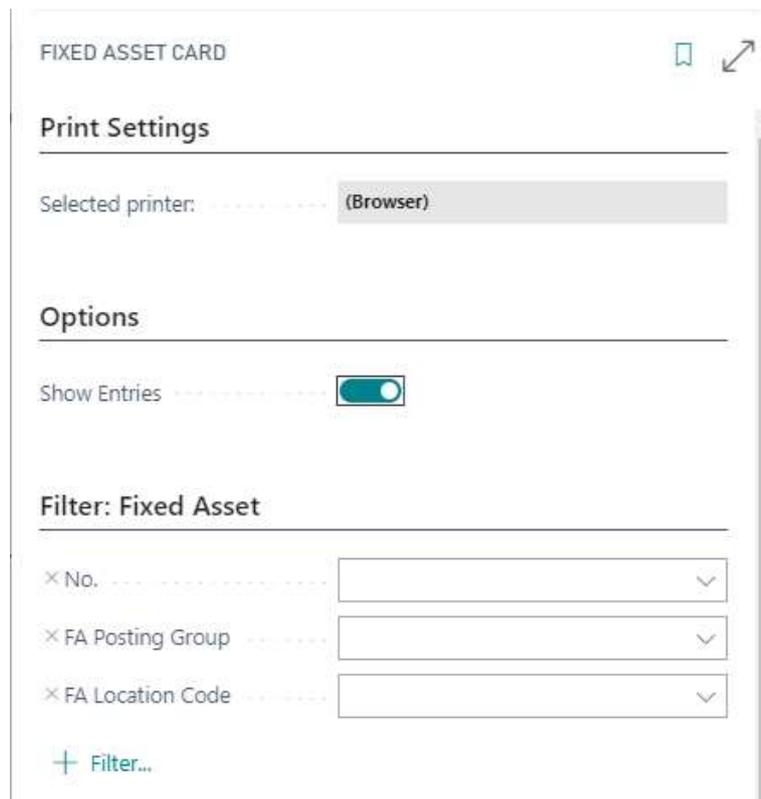
As described above, the above-mentioned reports from Microsoft Dynamics 365 Business Central must ensure that the reports are displayed correctly as expected by law, in content and in form.

2 Fixed asset card

With **Fixed Asset Card** report, user can query master data and movements of the assets that are recorded.

2.1 Fixed asset card settings

1. Click in the search box and type: **Fixed Asset Card**
2. If you activate **Show Entries** function, posting entries for the fixed asset are also displayed on the report
3. Set filters. For example, specify which fixed asset should appear on the report.
4. User can choose which depreciation book filter wants to use in the report. In order to do so it's necessary to select a suitable depreciation book code.
5. Click **Preview** to view the report or **Print** it, or export it to PDF, Word, or Excel.



FIXED ASSET CARD

Print Settings

Selected printer: (Browser)

Options

Show Entries

Filter: Fixed Asset

× No.

× FA Posting Group

× FA Location Code

+ Filter...

Filter totals by:

× FA Posting Date Filter

+ Filter...

Filter: FA Depreciation Book

× Depreciation Book Code

+ Filter...

Filter totals by:

+ Filter...

2.2 Fixed asset card report

Fixed Asset Card

Fixed Asset No.	TBE-2000001	CRONUS Magyarország ZRt.	
Description	Skoda Octavia	Rétköz utca 5. II. emelet 1118 Budapest Budapest	
Serial No.		Phone No. +36-1-889-2900	
FA Class Code	TE	VAT Registration No. 25997053-2-43	
FA Subclass Code	142	Group VAT ID 25997053-2-53	
FA Location		Inactive No	
Responsible Employee			
Depreciation Book Code: SZVTV			
Receipt Date	20.03.18	Period	
Acquisition Date	20.03.18	Acquisition Cost	10 000 000
Disposal Date		Appreciation	0
FA Posting Group	142000	Depreciation	-840 278
Depreciation Method	Straight-Line	Book Value	9 159 722
Depreciation Starting Date	20.03.18	Gain/Loss	0
No. of Depreciation Years	4,00	Book Value on Disposal	0
No. of Depreciation Months	48,00		
Straight-Line %	0,00		
Declining-Balance %	0,00	Not Disposed Of	
Depreciation Book Code: TATV			
Receipt Date	20.03.18	Period	
Acquisition Date	20.03.18	Acquisition Cost	10 000 000
Disposal Date		Appreciation	0
FA Posting Group		Depreciation	-840 278
Depreciation Method	Straight-Line	Book Value	9 159 722
Depreciation Starting Date	20.03.18	Gain/Loss	0
No. of Depreciation Years	5,00	Book Value on Disposal	0
No. of Depreciation Months	60,00		
Straight-Line %	0,00		
Declining-Balance %	0,00	Not Disposed Of	

If the **Show Entries** function is activated, additional **information** displayed on the report:

Depreciation Book Code: SZVTV

Receipt Date	20.03.18	Period	
Acquisition Date	20.03.18	Acquisition Cost	10 000 000
Disposal Date		Appreciation	0
		Depreciation	-840 278
FA Posting Group	142000	Book Value	9 159 722
Depreciation Method	Straight-Line	Gain/Loss	0
Depreciation Starting Date	20.03.18	Book Value on Disposal	0
No. of Depreciation Years	4,00		
No. of Depreciation Months	48,00		
Straight-Line %	0,00		
Declining-Balance %	0,00	Not Disposed Of	

FA Posting Date	Document Type	Document No.	External Document No.	FA Posting Category	Amount	No. of Depreciation Days
FA Posting Type: Acquisition Cost						
20.03.18		BEN-2000001			10 000 000	0
				Total	10 000 000	
FA Posting Type: Depreciation						
20.07.18		DEPREC CALC 01			-840 278	121
				Total	-840 278	

3 FA Receipt Report (Activation Document)

According to the Accounting Act, commissioning must be documented in a credible manner, which may be a record or another entry document. The BE receipt report can be used as an activation protocol for companies.

3.1 FA Receipt Report settings

1. Click in the search box and type: **FA Receipt Report**
2. Specify which **Depreciation Book** would like to use
3. Enter the number of the receipt in the **FA Receipt No. field**. This number will be shown to all fixed assets on the report.
4. Enter the **FA Receipt Date**. Thus, you will overwrite the actual receipt date.
5. Enter the **FA Use Start Date**. This will be the date of commissioning to all assets on the report.
6. The user can activate the **Print FA Ledger Entry Dates** feature. If you activate the function, the system will display the dates of the collected fixed assets on the report. Thus, the **FA Receipt No.**, the **FA Receipt Date** and the **FA Use Start Date** can't be edited.
7. The user can specify two committee members in the **person 1 \ person 2** fields, so their names and a place for their signatures will appear on the report.

8. Set filters. For example, specify which fixed asset should appear on the report.
9. The User can choose which depreciation book filter wants to use in the report. In order to do so it's necessary to select a suitable depreciation book code.
10. Click **Preview** to view the report or **Print** it, or export it to PDF, Word, or Excel.

FA RECEIPT REPORT 🔖 ↗

Print Settings

Selected printer: (Browser)

Options

Depreciation Book SZVTV ▾

FA Receipt No. BEV0001

FA Receipt Date 2020. 03. 18. 📅

FA Use Start Date 2020. 03. 18. 📅

Print FA Ledger Entry Dates ..

1. Person Balázs Máté ...

2. Person Bertalan Kocsis ...

Filter: Fixed Asset

× No. TBE-2000001 ▾

× FA Posting Group ▾

× FA Location Code ▾

+ Filter...

Filter totals by:

× FA Posting Date Filter ▾

+ Filter...

Send to... Print Preview Cancel

3.2 FA Receipt Report Sample

		FA Receipt Report	
Fixed Asset No.	TBE-2000001	CRONUS Magyarország ZRt.	
Description	Skoda Octavia	Rétkőz utca 5. II. emelet 1118 Budapest Budapest	
		Phone No.	+36-1-889-2900
		VAT Registration No.	25997053-2-43
		Group VAT ID	25997053-2-53
Serial No.		FA Receipt No.	BEV0001
FA Class Code	TE	FA Receipt Date	20.03.18
FA Subclass Code	142	FA Use Start Date	20.03.18
FA Location		FA Depreciation Book	SZVTV
Responsible Employee		FA Depr. End Date	24.03.17
		Inactive	No
Acquisition Date	20.03.18		
Acquisition Cost	10 000 000		
Committee members:			
1. Balázs Máté		2. Bertalan Kocsis	
Comments:			
Approved by committee members:		Accepted by:	
1.	_____	_____	
	Date, Signature		
2.	_____		
	Date, Signature		

4 FA Disposal

The disposal report on fixed assets is a document of a change in fixed assets related to disposing. The Protocol shall also be able to record the data necessary for the accounting of disposing and to verify in order to ensure the protection of property.

4.1 FA Disposal settings

1. Click in the search box and type: **FA Disposal**
2. Specify which **Depreciation Book** would like to use

3. Enter the report number in the **FA Disposal Report No.** field, this number will be displayed on all Fixed Asset on the report
4. Enter the disposal date in the **FA Disposal Report Date** field. The user can only edit this field if the **Print FA Disp. Report Date** field is ticked. The **FA Disposal Report Date** field can be modified manually.
5. The user can specify two committee members in the **person 1 \ person 2** fields, so their names and a place for their signatures will appear on the report.
6. Set filters. For example, specify which fixed asset should appear on the report.
7. Click **Preview** to view the report or **Print** it, or export it to PDF, Word, or Excel.

FA DISPOSAL  

Print Settings

Selected printer: (Browser)

Options

Depreciation Book	SZVTV 
FA Disposal Report No.	SKODA
FA Disposal Report Date	2020. 03. 26. 
Print FA Disp. Report Date	<input checked="" type="checkbox"/>
1. Person	Balázs Máté ...
2. Person	Bertalan Kocsis ...

Filter: Fixed Asset

× No. TBE-2000001

× FA Posting Group

× FA Location Code

[+ Filter...](#)

Filter totals by:

× FA Posting Date Filter

[+ Filter...](#)

4.2 FA Disposal sample

FA Disposal Report

Fixed Asset No.	TBE-2000001	CRONUS Magyarország ZRt.	
Description	Skoda Octavia	Rétiköz utca 5. II. emelet 1118 Budapest Budapest	
		Phone No.	+36-1-889-2900
		VAT Registration No.	25997053-2-43
		Group VAT ID	25997053-2-53
Serial No.		Disposal Report No.	SKODA
FA Class Code	TE	Disposal Report Date	20.07.18
FA Subclass Code	142	FA Depreciation Book	SZVTV
FA Location	Office	Inactive	No
Responsible Employee	Balázs Máté		
Acquisition Date	20.03.18	Acquisition Cost	10 000 000
Disposal Date	20.07.18	Depreciation	-840 278
		Book Value	9 159 722
		Proceeds on Disposal	0
		Gain/Loss	9 159 722
		Book Value on Disposal	9 159 722
Committee members:			
1. Balázs Máté		2. Bertalan Kocsis	
Comments:			

Approved by committee members:			
1.			
_____		_____	
Date, Signature		Date, Signature	
2.			
_____		_____	
Date, Signature		Date, Signature	

5 FA Phys. Inventory List

The FA Phys. Inventory List report shows inventory list of fixed assets that lists an enterprise's assets in terms for a given date, including in quantity and value. The report can also be used to reconcile the carrying amount of fixed assets and financial statements.

5.1 FA Phys. Inventory List

1. Click in the search box and type: **FA Phys. Inventory List**
2. Specify which **Depreciation Book** is based on the data to filter the data.
3. Enter the **Document No.** that appears on the inventory list
4. Enter the **Document Date**. It is the day which the user wants to prepare the inventory report for. Only **FA entries** posted up to this date are taken into consideration by Business Central.
5. The user can activate the **Print FA Values** function. If this function is activated document shows us the acquisition value, depreciation values, and accounting values of the asset are indicated.
6. The user can activate **Print FA with Zero Book Value** function.
7. The user can specify a **Group by**. Before user prints an inventory sheet, fixed assets can be grouped in different ways. This function allows to sort assets based on the FA Location code, Responsible Employee, or a combination of these filters
8. The user can activate the **New Page Per Group** feature. If the user grouped fixed assets by using **Grouping by** function, the user can select this field (**New Page Per Group**) to set each group to be placed on separate pages on the report.
9. The user can specify two committee members in the **person 1 \ person 2** fields, so their names and a place for their signatures will appear on the report.
10. Set filters. For example, specify which fixed asset should appear on the report.
11. Click **Preview** to view the report or **Print** it, or export it to PDF, Word, or Excel.

FA PHYS. INVENTORY LIST



Print Settings

Selected printer: (Browser)

Saved Settings

Changes to the options and filters below will be saved only to: 'Last used options and filters'

Use default values from: Last used options and filters

Options

Depreciation Book SZVTV

Document No. INVENTORY_2020

Document Date 2020. 03. 27.

Print FA Values Print FA with Zero Book Value

Group By None

New Page Per Group

1. Person Balázs Máté ...

2. Person

3. Person

Filter: Fixed Asset

× No.	<input type="text"/>	▼
× FA Posting Group	<input type="text"/>	▼
× FA Location Code	<input type="text"/>	▼

[+ Filter...](#)

Filter totals by:

× FA Posting Date Filter	<input type="text"/>
--------------------------------	----------------------

[+ Filter...](#)

Send to...

Print

Preview

Cancel

5.2 FA Phys. Inventory List Sample

5.2.1 1. FA Phys. Inventory List Sample

In the example below, neither **Grouping by** nor **Print FA with Zero Book Value** is activated on the report.

FIXED ASSET PHYSICAL INVENTORY DOCUMENT No. INVENTORY_2020

2020. 03. 27. 11:16:28
+00:00
Page 1.
BUD46-
DEV1\BERTALAN.KOCSI
S

Committee members:

Balázs Máté

Line No.	No.	Description	FA Class Code	FA Subclass Code	FA Location Code	Main Asset/Component	Responsible Employee	Serial No.	Quantity
1	TBE-2000001	Skoda Octavia	TE	142					

Approved by committee members:

1. _____ 2. _____ 3. _____
Date, Signature Date, Signature Date, Signature

5.2.2 2. FA Phys. Inventory List Sample

In the example below, both **Grouping by** and **Print FA with Zero Book Value** functions are activated on the report.

FIXED ASSET PHYSICAL INVENTORY DOCUMENT No. INVENTORY_2020

2020. 03. 27. 12:19:44
+00:00
Page 1.
BUD46-
DEV1\BERTALAN.KOCSI
S

Committee members:

Balázs Máté

Line No.	No.	Description	FA Class Code	FA Subclass Code	FA Location Code	Main Asset/Component	Responsible Employee	Serial No.	Quantity
Responsible Employee: A00001 - Balázs Máté, FA Location Code: OFFICE									
1	TBE-2000001	Skoda Octavia	TE	142	OFFICE		Balázs Máté		
Responsible Employee: A00002 - Bertalan Kocsis, FA Location Code: WAREH									
2	TBE-2000002	Skoda Rapid	TE	142	WAREH		Bertalan Kocsis		

Approved by committee members:

1. _____ 2. _____ 3. _____
Date, Signature Date, Signature Date, Signature

5.2.3 3. FA Phys. Inventory List Sample

On the report, **Print FA Values** function is active.

FIXED ASSET PHYSICAL INVENTORY DOCUMENT No. INVENTORY_2020

2020. 03. 27. 12:24:46
+00:00
Page 1.
BUD46-
DEV1\BERTALAN.KOCSI
S

Committee members:

Balázs Máté

Line No.	No.	Description	Serial No.	QTY Calc.	QTY Inv.	Acquisition Cost	Depreciation	Book Value
1	TBE-2000001	Skoda Octavia		1		10 000 000	-840 278	9 159 722
Total (Quantity, Amount):				1		10000000	-840 278	9 159 722

Approved by committee members:

1. _____ Date, Signature 2. _____ Date, Signature 3. _____ Date, Signature