



EU VAT Handling

Business Central Hungarian Localization

HRP Europe Kft.

Content

Content	2
1 EU VAT Registration number	2
1.1 Enter EU VAT Registration Number into Business Central	3
1.1.1 Add EU VAT registration number to your own company	3
1.1.2 Add EU VAT Registration number to customers	3
1.1.3 Add EU VAT registration number to vendors	5
1.1.4 Add EU VAT registration number to contacts	7
1.2 Set up EU VAT Registration Number Validation Service	9
1.3 EU VAT Registration number on documents	10
1.3.1 Sales documents	10
1.3.2 Purchase documents	12
1.3.3 Service documents	14
1.3.4 Collection letters	15
1.3.5 Finance charge memos	17
1.4 EU VAT Registration number on journal lines	18
1.5 EU VAT Registration number on VAT entries and VAT analytics	19
1.6 Copy EU VAT Registration number by copying a document	20

1 EU VAT Registration number

This document provides detailed insight into the functionality of the Community TAX Number in the Microsoft Dynamics 365 Business Central Hungarian Localization Package.

The Law on the Order of Taxation classifies the purchase and sale of goods as a commercial link and the provision and use of services under Section 15(5) and 15/A.c. of the VAT Act as a commercial link. Taxable persons subject to vat law who are subject to vat tax are therefore obliged to claim a EU VAT number if they obtain a product from a taxable person resident in another Member State of the European Community; sell goods to these Community taxable persons; or from community taxable persons under Section 15(5) of the VAT Act. and Section 15/A, or provide them with such a service.

The taxpayer shall indicate the EU VAT Registration number established by the tax authority on all documents relating to Community trade.

Under these regulations, Microsoft Dynamics 365 Business Central must provide the Register of EU VAT Register number and its recording on accounting documents and vat return

documents.

1.1 Enter EU VAT Registration Number into Business Central

1.1.1 Add EU VAT registration number to your own company

Here's how to enter your own company's EU TAX number:

1. Click in the  search box and type: **Company information**

TELL ME WHAT YOU WANT TO DO ↗ ✕

On current page (Sales Order Processor)

 Customer/Item Sales
View a list of item sales for each customer during a selected time period. The report con...

Go to Pages and Tasks

> Company Information	Tasks
> Intercompany Inbox Transactions	Tasks
> Handled Intercompany Inbox Transactions	Lists

Didn't find what you were looking for? Try [exploring](#)

2. On the **General FastTab**, you can enter the **EU VAT Registration number**.

    ✓ SAVED  

Company Information

Report Application Settings System Settings Currencies Codes Regional Settings More options

General Show more

Name	CRONUS Magyarország ZRT.	Staircase	
Address	Rétköz utca 5.	Floor	
Address 2	II. emelet	Door	
City	Budapest	Contact Name	Jéger Attila
Post Code	1118	Phone No.	+36-1-889-2900
Country/Region Code	HU	VAT Registration No.	25997053-2-43
Name of Public Pre...		EU VAT Registration ...	HU25997053
Type of Public Premi...		Group VAT ID	25997053-2-53
House No.		Cash Account	<input type="checkbox"/>
District		Individual Exemption	<input type="checkbox"/>
Building		GLN	
		Picture	

The EU VAT Registration number you entered here is now assigned to your company by default. If you want to change or delete the value, you can do so in the same way. The EU VAT Registration number you enter here is displayed on all sales and service invoices issued.

1.1.2 Add EU VAT Registration number to customers

1. Click in the  search box and type: **Customers**

TELL ME WHAT YOU WANT TO DO



customers

On current page (Company Information)

Sales & Receivables Setup
Define your general policies for sales invoicing and returns, such as when to show credit ...

Go to Pages and Tasks Show all (14)

- > Customers Lists
- > Contract Gain/Loss (Customers) Tasks
- > Create Contacts from Customers Tasks

1) Select **New** to create a new Customer (a) or **Edit an existing Customer card**(b) after selecting customer, click Edit on the ribbon Manage menu item.

a. Create new customer

← CUSTOMERS | WORK DATE: 2020. 03. 18.

No. 1	Name	Responsibility Center	Location Code	Phone No.	Contact	Balance (LCY)	Balance Due (LCY)
01121212	Prominent Bútor Stúdió Kft.	B-K1			Menyhárt János	186 806	90 836
01445544	Impala-Design Bútorgyártó Kft.	B-K1			Sárdi Győző	15 240	0
01454545	RCare Orvosi Bútorgyártó Kft.	B-K1			Tamási Vivien	201 483	0
01905893	EUROSERVICE PLUS KFT.	B-K1			Kiss Péter	10 160	0
01905899	Nord-Paper Kft	B-K1			Lengyel András	0	0
01905902	DESIGN KFT.	B-K1			Niklai Gábor	0	0
10000	Balux Kft.	SOPRON	B-K1		Adorján Tamás	7 780	7 780

b. Edit an existing customer's card

For test purpose, use customer number :01121212.

← CUSTOMERS | WORK DATE: 2020. 03. 18.

> Search + New Manage Process Report New Document Customer Navigate Open in Excel More op							
> Edit View Delete							
01121212	Prominent Bútor Stúdió Kft.	B-K1			Menyhárt János		
01445544	Impala-Design Bútorgyártó Kft.	B-K1			Sárdi Győző		
01454545	RCare Orvosi Bútorgyártó Kft.	B-K1			Tamási Vivien		
01905893	EUROSERVICE PLUS KFT.	B-K1			Kiss Péter		

2. On the Invoicing Fast tab of the Customer card, you can Enter the EU VAT Registration number.

CUSTOMER CARD | WORK DATE: 2020. 03. 18. | 01121212 · Prominent Bútor Stúdió Kft.

You can create contacts automatically from newly created customers. Create contacts from customers | Disable notification

Process New Document Request Approval Navigate Customer More options

Country/region Code: HU | City: Budapest | Post Code: 1093 | Email: menyhartjanos@ccmail.hu

Invoicing | Show more

Bill-to Address ID: 0 | VAT Registration No.: 12345678-1-12 | EU VAT Registration No.: **HU12345678** | Group VAT ID: 12345678-1-23 | Copy Sell-to Addr. to Qte From: Company | Tax Liable:

Tax Area Code: * | POSTING DETAILS: Gen. Bus. Posting Group: BELFOLD | PRICES AND DISCOUNTS: Customer Price Group: | Customer Disc. Group: |

The EU VAT registration no. specified on the customer card here has been assigned to the customer by default. If you want to change or delete the value, you can do so in the same way.

1.1.3 Add EU VAT registration number to vendors

1. Click in the search box and type: **Vendors**

TELL ME WHAT YOU WANT TO DO

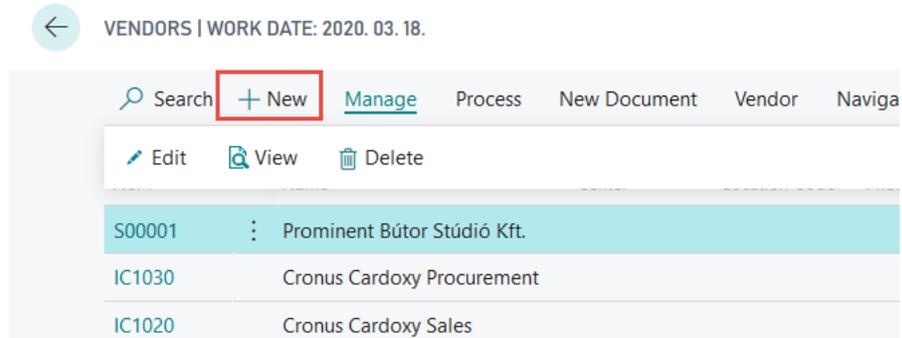
vendors

Go to Pages and Tasks | Show all (9)

- > **Vendors** Lists
- > Create Contacts from Vendors Tasks
- > Pay Vendor Tasks

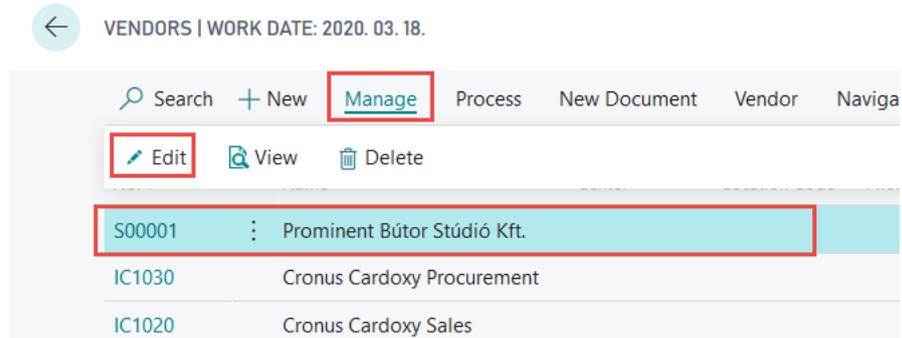
2. Select **New** to create a new Vendor (a) or **Edit an existing Vendor card**(b) after selecting vendor, click Edit on the ribbon.

a. Create a new vendor

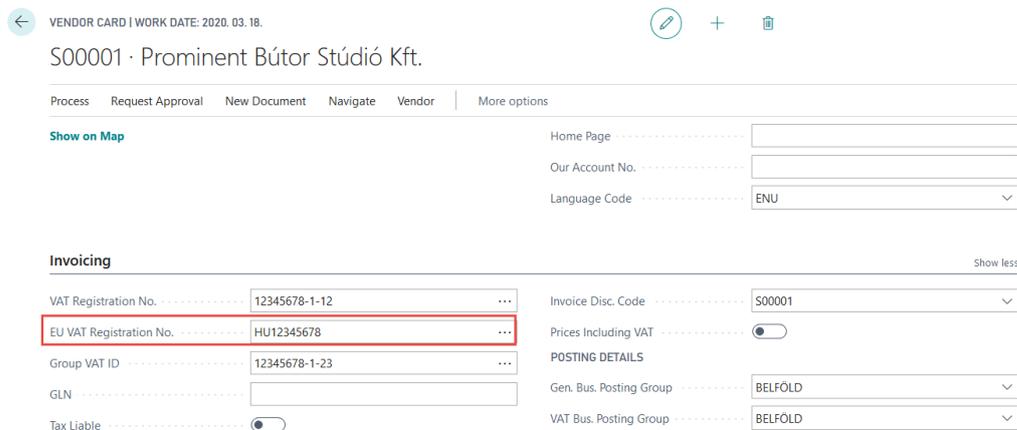


b. Edit an existing Vendor card

For test purpose, use vendor number: S00001



3. On the Invoicing fast tab of the Vendor card, you can enter the EU VAT registration number.



The EU VAT registration number you entered here is now assigned to the vendor by default. If you want to change or delete the value, you can do so in the same way.

1.1.4 Add EU VAT registration number to contacts

1. Click in the  **search box** and type: **Contacts**

TELL ME WHAT YOU WANT TO DO ↗ ×

On current page (Contacts) Show all (4)

-  **Related Contacts**
View a list of all contacts.
-  **Contact Labels**
View mailing labels with names and addresses of your contacts. For example, you can us...
-  **Web Sources**
View a list of the web sites with information about the contacts.

Go to Pages and Tasks Show all (27)

- > Contacts Lists
- > Duplicate Contacts Tasks
- > Create Contacts from Vendors Tasks

2. Select **New** to create a new Contact (a) or **Edit an existing Contact card**(b) after selecting customer, click Edit on the ribbon Manage menu item.

a. Create new contact

← CONTACTS | WORK DATE: 2020. 03. 18.

Search New Manage Process Contact  Open in Excel | More options

No.	Name ↑	Phone No.	Email
SN00002	CITI EUR		
SN00001	CITI HUF		
SN00003	Petty Cash - HUF		

b. Edit an existing contact's card

For test purpose, use contact number SN00004.

← CONTACTS | WORK DATE: 2020. 03. 18.

Search New Manage Process Contact  Open in Excel | More options

Edit  View  Delete

SN00004	Prominent Bútor Stúdió Kft.		
SN00003	Petty Cash - HUF		
SN00002	CITI EUR		

3. On the **Foreign Trade** Fast Tab of the Contact card, you can **Enter the EU VAT registration number**

CONTACT CARD | WORK DATE: 2020. 03. 18. ✎ + 🗑

SN00004 · Prominent Bútor Stúdió Kft.

Process Report Actions Navigate Report Fewer options

ADDRESS		CONTACT	
Address	<input type="text" value="Pallag utca 43."/>	Phone No.	<input type="text"/>
Address 2	<input type="text"/>	Mobile Phone No.	<input type="text"/>
Post Code	<input type="text" value="1093"/> ...	Email	<input type="text" value="menyhartjanos@ccmail.hu"/>
City	<input type="text" value="Budapest"/> ...	Home Page	<input type="text"/>
Country/Region Code	<input type="text" value="HU"/> ▾	Language Code	<input type="text" value="ENU"/> ▾

[Show Map](#)

Foreign Trade Show more

Currency Code	<input type="text"/>	Group VAT ID	<input type="text" value="12345678-1-23"/> ...
EU VAT Registration No.	<input type="text" value="HU12345678"/> ...		

The EU VAT registration number you entered here is now assigned to the contact by default.

If there is any Customer or Vendor created through that specific contact the changes will be applied to them too automatically. If the EU VAT Registration number is changed on the Customer card, the change will also appear on the vendor and contact card that are assigned to it. If the value changes on the Vendor card linked to the contact code, the change is automatically transferred to the linked Customer and Contact card.

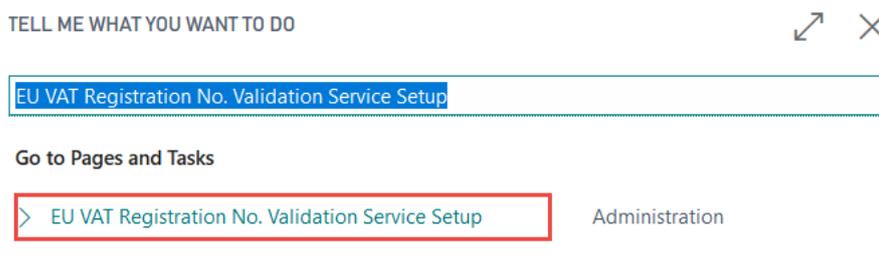
If you first create the Contact card and then create customer or vendor from it using the Actions/Functions/Create function on the ribbon, that Customer is automatically linked to the resulting Customer or Vendor, and the Value of the EU VAT registration number specified on the Contact card is added to the related Customer or Vendor card.

1.2 Set up EU VAT Registration Number Validation Service

The EU VAT registration no. validation service is available in Microsoft D365 Business Central, which automatically verifies the value entered in the EU VAT registration field in order to eliminate invalid EU VAT registration numbers in the system.

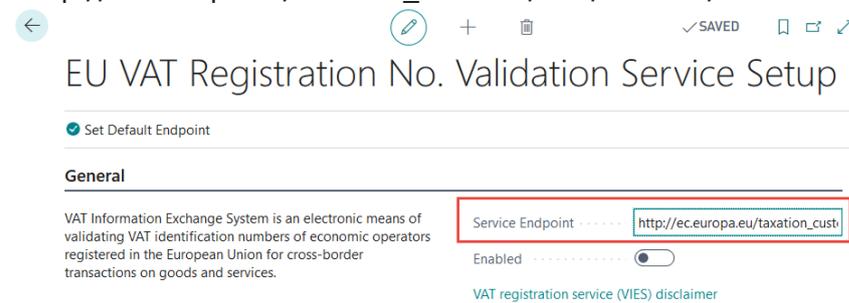
Set up a EU VAT registration verification in the following way:

1. Click in the search box  and **Type: EU VAT Registration No. Validation Service Setup**

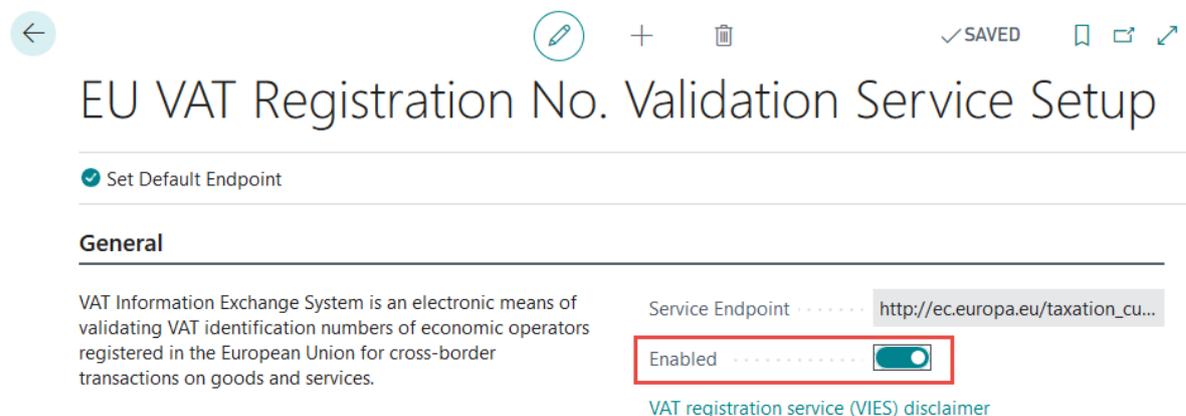


2. Click in the **Service Endpoint** box and enter the URL link from the following third-party provider:

"http://ec.europa.eu/taxation_customs/vies/services/checkVatService"



3. **Enable** the function by switching on the field of Enabled

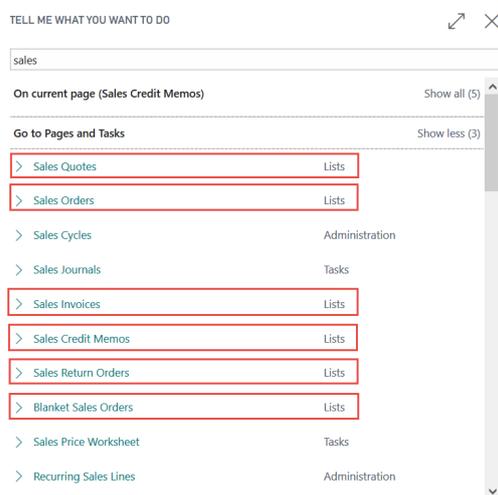


1.3 EU VAT Registration number on documents

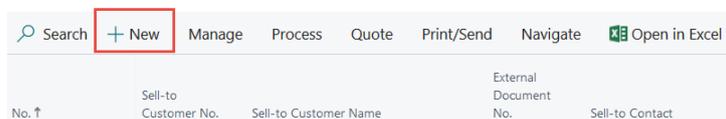
If you create a document for a customer or vendor whose card is set up with EU VAT registration number, its value is automatically displayed on the document.

1.3.1 Sales documents

1. Click in the  search box and type: **Sales quotes/ Blanket Sales Orders/Sales Orders/Sales Return Orders/Sales Invoices/Sales Credit Memos**



2. On the ribbon in the list view that pops up, select **New** to create a new **Sales quotes/ Blanket Sales Orders/Sales Orders/Sales Return Orders/Sales Invoices/Sales Credit Memos**



3. On the sales document card, navigate to the **General FastTab and **Enter the Customer ID in the Customer field.****

Select/type a customer that's card has a value in EU VAT Registration field. Example: Customer:01121212

No. ↑	Name	Responsibility Center	Location Code	Post Code
01121212	Prominent Bútor Stúdió Kft.		B-K1	1093
01445544	Impala-Design Bútorgyártó Kft.		B-K1	1132
01454545	R'Care Orvosi Bútorgyártó Kft.		B-K1	1224
01905893	EUROSERVICE PLUS KFT.		B-K1	1145
01905899	Nord-Paper Kft		B-K1	1093
01905902	DESIGN KFT.		B-K1	1132
10000	Balux Kft.	SOPRON	B-K1	1145
20000	Prímaenergia Zrt.		B-K1	1093

4. On the **Invoice Details FastTab displays the value of the **EU VAT Registration no.** that's copied from the customer card.**

(In case of Sales Credit memo, the fast tab's description is :Credit Memo details insted of Invoice details)

Invoice Details		Show more	
Currency Code	[Dropdown]	Transaction Type [Dropdown]	
Shipment Date	2020. 03. 18. [Calendar]	Department Code	ÉRT [Dropdown]
Prices Including VAT	<input checked="" type="checkbox"/>	Project Code	[Dropdown]
VAT Bus. Posting Group	BELFÖLD [Dropdown]	Payment Discount %	2
Payment Terms Code	1H(8N) [Dropdown]	VAT Registration No.	12345678-1-12
Tax Liab	<input checked="" type="checkbox"/>	EU VAT Registration No.	HU12345679
Tax Area Code	[Dropdown]	Group VAT ID	12345678-1-23
Payment Service	No payment service is made available.		

After posting sales documents, there is a built-in function running in order to inherit the value of EU VAT registration number from the original sales document into the posted sales document.

1.3.2 Purchase documents

1. Click in the  search box and type: **Purchase quotes/ Blanket purchase orders/Purchase orders/Purchase return orders/Purchase invoices/Purchase credit memos**

TELL ME WHAT YOU WANT TO DO 

purchase

On current page (Sales Order Processor)

Go to Pages and Tasks Show less (3)

> Purchase Orders	Lists
> Purchase Quotes	Lists
> Purchase Invoices	Lists
> Purchase Journals	Tasks
> Purchase Credit Memos	Lists
> Purchase Return Orders	Lists
> Salespeople/Purchasers	Lists
> Blanket Purchase Orders	Lists

2. On the ribbon of the list view that appears, select **New** to create a new **Purchase quotes/ Blanket purchase orders/Purchase orders/Purchase return orders/Purchase invoices/Purchase credit memos**

Search **+ New** Manage Print/Send Order Release Posting Navigate  Open in Excel

No. ↓	Buy-from Vendor No.	Buy-from Vendor Name	Vendor Authorizati... No.	Location Code	Assigned User ID
-------	---------------------	----------------------	---------------------------	---------------	------------------

3. On the purchase document card, on the **General FastTab**, Enter the **Vendor ID in the Vendor field**

Select/type a vendor that's card has a value in EU VAT Registration field. Example: Vendor:S00001

PURCHASE ORDER | WORK DATE:  Search **+ New** Manage  Advanced View  Open in Excel

Prominent Bútor

Process Release Posting

General

Vendor Name

Contact

VENDORS

No. ↓	Name	Responsibility Center	Location Code
S00001	Prominent Bútor Stúdió Kft.		
IC1030	Cronus Cardoxy Procurement		
IC1020	Cronus Cardoxy Sales		
62000	BUDAI-TRANS Kft.	BUDAPEST	B-K1
61000	EM TEK Kft.	BUDAPEST	B-K1

4. The **Invoice Details FastTab** displays the value of the EU VAT registration no. coming from the selected Vendor's card.

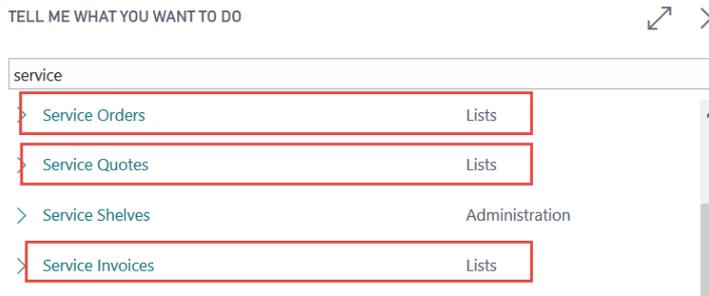
Invoice Details Show more

Currency Code	<input type="text"/>	Payment Reference	<input type="text"/>
Expected Receipt Date	<input type="text"/>	Creditor No.	<input type="text"/>
Prices Including VAT	<input type="checkbox"/>	On Hold	<input type="text"/>
VAT Bus. Posting Group	BELFÖLD	Requested Receipt Date	<input type="text"/>
Payment Terms Code	AH	Promised Receipt Date	<input type="text"/>
Department Code	<input type="text"/>	VAT Registration No.	12345678-1-12
Project Code	<input type="text"/>	EU VAT Registration No.	HU12345679
Payment Discount %	0	Group VAT ID	12345678-1-23

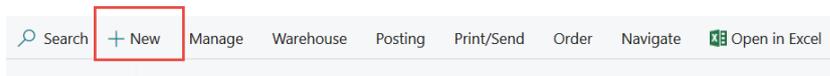
After posting purchase documents, there is a built-in function running in order to inherit the value of EU VAT registration number from the original purchase document into the posted purchase document.

1.3.3 Service documents

1. Click in the  search box and type: **Service quotes/Service orders/Service invoices/Service credit memos**



2. On the ribbon of the list view that appears, select **New** to create a new **Service quotes/Service orders/Service invoices/Service credit memos**.



3. On the General FastTab of the service document card, **Enter the customer ID in the Customer No.**

4.

Select/type a customer that's card has a value in EU VAT Registration field. Example: Customer:01121212

General

No. SSR-2000003 ... Phone No.

Description Email

Customer No. Continuous VAT Invoice

Contact No.

SELL-TO

No. ↑	Name	Post Code	Phone No.
→ 01121212	Prominent Bútor Stúdió Kft.	1093	
01445544	Impala-Design Bútorgyártó Kft.	1132	
01454545	R'Care Orvosi Bútorgyártó Kft.	1224	
01805882	EUROSERVICE BÚTOR KFT.	1145	

Name

Address

5. The Invoice Details FastTab displays the value of the EU VAT registration no. coming from the selected Customer's card.

Invoicing Show more

Bill-to Customer No.	01121212	Project Code	
Bill-to Contact No.		Payment Terms Code	1H(8N)
BILL-TO		EU 3-Party Trade	<input type="checkbox"/>
Name	Prominent Bútor Stúdió Kft.	Currency Code	
Address	Pallag utca 43.	Due Date	2020. 03. 18.
Address 2		Payment Discount %	0
Post Code	1093	Pmt. Discount Date	
City	Budapest	Prices Including VAT	<input type="checkbox"/>
Country/Region	HU	VAT Registration No.	12345678-1-12
Contact	Menyhárt János	EU VAT Registration No.	HU12345679
Department Code	ÉRT	Group VAT ID	12345678-1-23

After posting service documents, there is a built-in function running in order to inherit the value of EU VAT registration number from the original service document into the posted service document.

1.3.4 Collection letters

1. Click in the search box and type: **Reminders**

TELL ME WHAT YOU WANT TO DO ↗ ✕

On current page (Reminders)

-  **Create Reminders...**
Create reminders for one or more customers with overdue payments.
-  **Suggest Reminder Lines...**
Create reminder lines in existing reminders for any overdue payments based on informati...

Go to Pages and Tasks Show all (4)

- > Reminders** Lists
- > Issued Reminders Lists
- > Reminder Terms Administration

2. On the ribbon of the list view, **Select New** to create a new collection letter.

← REMINDERS | WORK DATE: 2020. 03. 18.

Search **+ New** Manage Process Report Reminder Navigate  Open in Excel More options

No. ↑	Customer No.	Name	Currency Code	Remaining Am
EFE-2000002	01121212	Prominent Bútor Stúdió Kft.		

On the Reminder card, on the General FastTab, enter the customer ID in the Customer No.

Select/type a customer that's card has a value in EU VAT Registration field. Example: Customer:01121212

← REMINDER | WORK DATE: 2020. 03. 18. (

Prominent Bútor Stúdió Kft.

Process Report Reminder Navigate More options

General

Customer No. 01121212 Contact

No.	Name	Post Code	P
01121212	Prominent Bútor Stúdió Kft.	1093	
01445544	Impala-Design Bútorgyártó Kft.	1132	
01454545	R'Care Orvosi Bútorgyártó Kft.	1224	

4. On the **Posting FastTab**, the value of the EU VAT Registration number appears that comes from the customer card.

Posting

Reminder Terms Code	BELFÖLD	Project Code	
Fin. Charge Terms Code	KOCKÁZATOS	VAT Registration No.	12345678-1-12
Due Date		EU VAT Registration No.	HU12345679
Currency Code		Group VAT ID	12345678-1-23
Department Code	ÉRT		

After issuing collection letters (reminders), there is a built-in function running in order to inherit the value of EU VAT registration number from the original reminder document into the issued reminder document.

1.3.5 Finance charge memos

A finance charge memo is a document that contains information about calculated interest on outstanding balances. You use it to inform a customer that the outstanding balance is increased by an interest amount.

1. Click in the  **search box** and type: **Finance charge memo**

TELL ME WHAT YOU WANT TO DO  

On current page (Finance Charge Memos)

-  **Finance Charge Memo Nos.**
View or edit the finance charge memo numbers that are set up.
-  **Create Finance Charge Memos...**
Create finance charge memos for one or more customers with overdue payments.
-  **Suggest Fin. Charge Memo Lines...**
Create finance charge memo lines in existing finance charge memos for any overdue pay...

Go to Pages and Tasks

-  **Finance Charge Memos** Lists
-  Issued Finance Charge Memos Lists

2. On the ribbon of the list view that appears, **select New** to create a new Finance Charge memo.

← FINANCE CHARGE MEMOS | WORK DATE: 2020. 03. 18.

No. ↑	Customer No.	Name

3. On the **Finance Charge Memo card, General FastTab**, enter the customer ID in the **Customer No.**

Select/type a customer that's card has a value in EU VAT Registration field. Example: Customer:01121212

FINANCE CHARGE MEMO | WORK DATE: 2020. 03. 18.  

Prominent Bútor Stúdió Kft.

Process Report Memo Navigate More options

General

Customer No.	01121212	City	
Name			
Address	No. ↑	Name	Post Code Phone No.
Address 2	01445544	Impala-Design Bútorgyártó Kft.	1132

4. On the **Posting FastTab**, the value of the **EU VAT Registration Number** appears. The value comes from the customer card.

Posting

Fin. Charge Terms Code	KOCKÁZATOS	Project Code	
Due Date		VAT Registration No.	12345678-1-12
Currency Code		EU VAT Registration No.	HU12345679
Department Code	ÉRT	Group VAT ID	12345678-1-23

Once the document is issued, the posted document (Issues finance charge memo) inherits the VAT Registration number from the finance charge memo.

1.4 EU VAT Registration number on journal lines

If you enter an entry in a journal that is related to a Customer or Vendor, the EU VAT Registration number specified on the Customer card or Vendor card is automatically displayed on the journal line.

1. Click in the **search box** and type the name of the **journal** you want to work in.
In this example we use general journal where template name: Vegyes and batch: V-ALAP.

TELL ME WHAT YOU WANT TO DO

general

On current page (Finance Charge Memos)

Issue...
Post the specified finance charge entries according to your specifications in the Financ...

Go to Pages and Tasks Show all (15)

General Journals Tasks

Search Open in Excel

GENERAL JOURNAL TEMPLATE LIST

Name ↑	Description
NYITÓ	Nyitó napló
PETTYCASH	Petty Cash
VEGYES	Vegyes napló

OK Cancel

2. On the **journal line**, set the **Account Type** value to: **Customer or Vendor**

Batch Name V-ALAP

Manage Process Page Post/Print Line Account More options

Posting Date	VAT Date	Docu... Type	Docu... No.	Account Type	Account No.	Account Name	EU VAT Registration No.
2020.03.23.	2020.03.23.	Invoice	FKV-20	Customer			

3. Enter customer or vendor ID in Account No. field.

For test purpose, select customer code:01121212

← GENERAL JOURNALS | WORK DATE: 2020. 03. 18. ✓ SAVED

Batch Name: V-ALAP

Manage Process Page Post/Print Line Account More options

Posting Date	VAT Date	Docu... Type	Docu... No.	Account Type	Account No.	Account Name	EU VAT Registration No.
→ 2020. 03. 23.	2020. 03. 23.	Invoice	FKV-20 ...	Customer			

No. ↑	Name	Post Code	Phone No.
→ 01121212	Prominent Bútor Stúdió Kft.	1093	
01445544	Impala-Design Bútorgyártó Kft.	1132	
01454545	R'Care Orvosi Bútorgyártó Kft.	1224	

4. After you enter the ID, the EU VAT Registration No. on the journal line will be displayed based on the Customer/Vendor card.

← GENERAL JOURNALS | WORK DATE: 2020. 03. 18. ✓ SAVED

Batch Name: V-ALAP

Manage Process Page Post/Print Line Account More options

Posting Date	VAT Date	Docu... Type	Docu... No.	Account Type	Account No.	Account Name	EU VAT Registration No.
→ 2020. 03. 23.	2020. 03. 23.		FKV-20 ...	Customer	01121212	Prominent Bútor Stúdió ...	HU12345679

If you enter a Customer or Vendor ID in the **Balancing Account Type** after filling out the Balancing account no., the EU VAT Registration No. appears on the journal line automatically.

This behavior applies to all logs where you can record account-related entries.

1.5 EU VAT Registration number on VAT entries and VAT analytics

If the document or journal line contains the EU VAT Registration number associated with partner, it will be also present on the VAT entries generated during posting.

The VAT analytics report to support the VAT declaration also displays the EU VAT Registration number if the partner -belonging to the given entry - is set up with EU VAT Registration number.

Here's how to query **VAT Analytics**:

1. Click in the  search box and type: **VAT Analytics**
2. **Enter the VAT date** range for which you want to query entries
3. You can also specify additional filter criteria (for example, VAT business posting group, product posting group, VAT ID)
4. **Click Send to export the report to PDF, Excel, or Word** format, print it, and click View to preview the report

1.6 Copy EU VAT Registration number by copying a document

If you copy filed or posted documents with Document Copy function, if you select Including Header, the Value of EU VAT Registration number will be copied from the original document to the new document. This feature can be used when copying the following documents:

- Purchase quote/blanket order/return order/invoice/credit memo
- Posted receipt/return shipment/purchase invoice/purchase credit memo
- Sales quote/blanket order/order/invoice/return order/credit memo
- Posted sales shipment/return receipt/sales invoice/sales credit memo