Korea VAT & E-Invoicing

한국 부가세 & 전자 세금계산서 발행

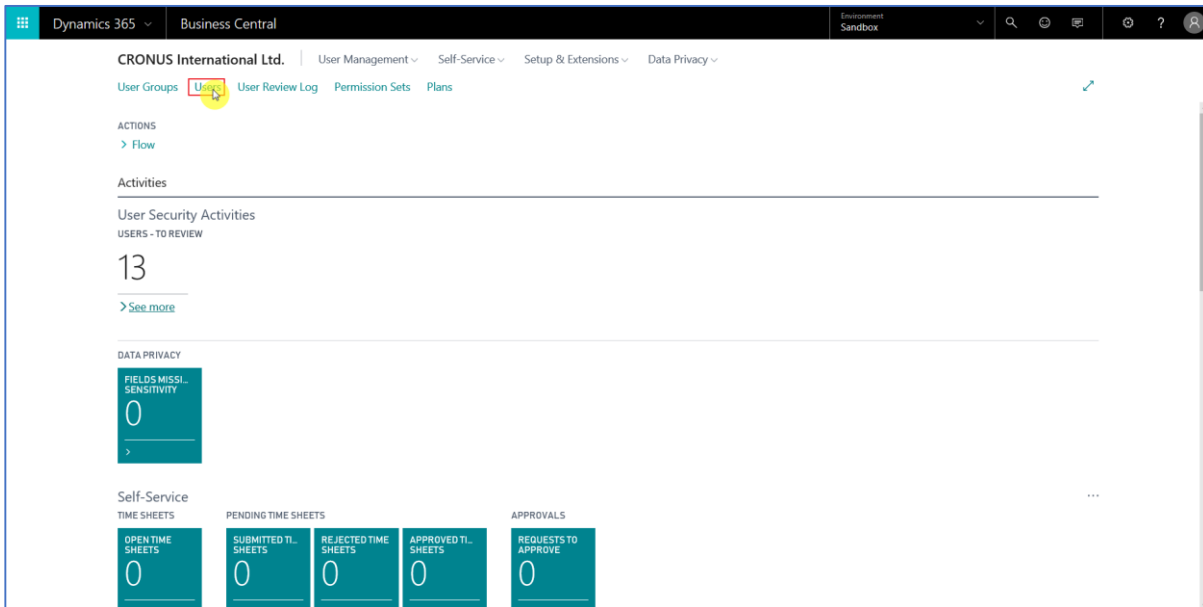Provided by DEEX Korea Co. Ltd.

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1.   User Setup

This step demonstrates how to assign user permission for enabling localization module.

1. Log in Dynamics 365 Business central as Admin user, who have 'SUPER' permission in users table.

2. Click on '**Users'** in the main or enter 'Users' in search bar.

3. Select a User to assign permission.

4. Open the User card you select, and go to '**USER PERMISSION SETS'** tab, and Click on '**Look Up'** button to open 'PERMISSION SET LOOK UP'.

5. Select '**KOREANVAT, BASIC**' and '**KOREANVAT, EDIT**' Role ID.

6. Confirm whether the selected Role ID displayed in User Permission Set list as below.

User Permission Sets

PERMISSION SET		DESCRIPTION	COMPANY	EXTENSION NAME
D365 BUS FULL ACCESS	...	Dyn. 365 Full Business Acc.		
KOREANVAT, BASIC		Korean VAT, BASIC		Korean VAT
KOREANVAT, EDIT		Korean VAT, EDIT		Korean VAT

7. Search 'user personalization' in the search box on the upper left corner.

SEARCH FOR PAGE OR REPORT

Type page or report name to start search: user per

2 search results: All   Lists

Search the help for 'user per' ?

	NAME	DEPARTMENT
	Delete User Personalization	IT Administration/Data Deletion/Configuration and Personali...
	User Personalization	Administration/Application Setup/RoleTailored Client

8. Click my ID.

HOME

VIEW - USER PERSONALIZATION LIST   + New

USER ID		PROFILE ID	COMPANY
KCYANG	...	BUSINESS MANAGER	My Company

9. Search 'dxk' and select the "DXK KOREAN VAT PROFILE".

HOME   ACTIONS   NAVIGATE

EDIT – USER PERSONALIZATION CARD

KCYANG

General

User ID   KCYANG

Profile ID   BUSINESS M

HOME

AVAILABLE PROFILES   dxk

PROFILE ID	DESCRIPTION	SCOPE	EXTENSION NAME
DXK KOREA... ...	Korean VAT Profile	Tenant	Korea VAT & E-Invoicing

OK   Cancel

10. Re-login

11. After login, Search 'Configuration Packages' in the search box.
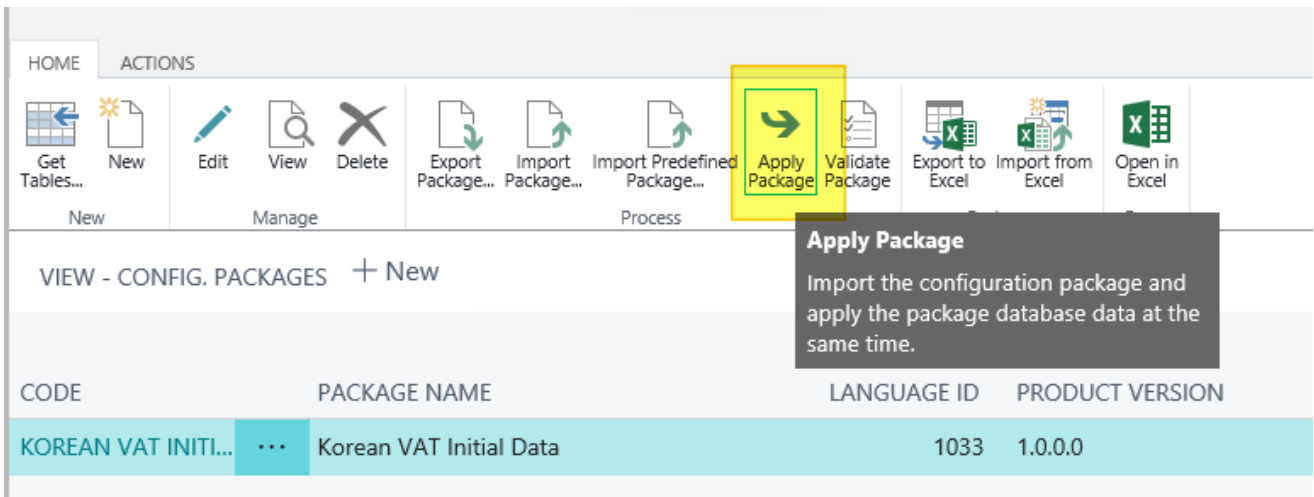
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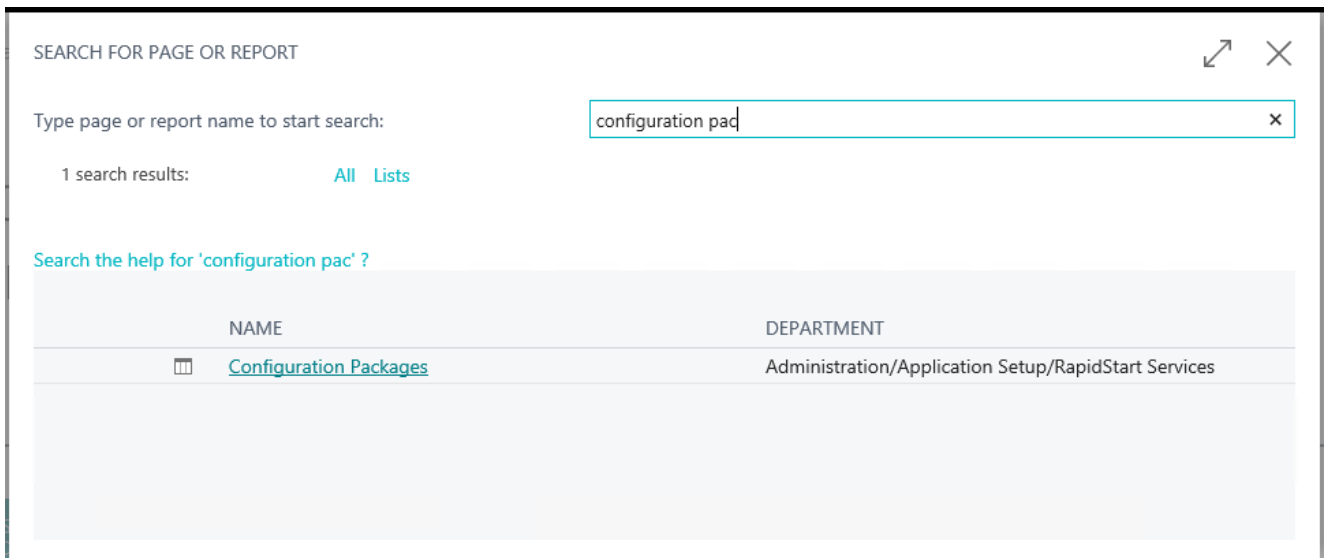
12. Select 'Import Package' on the ribbon menu.
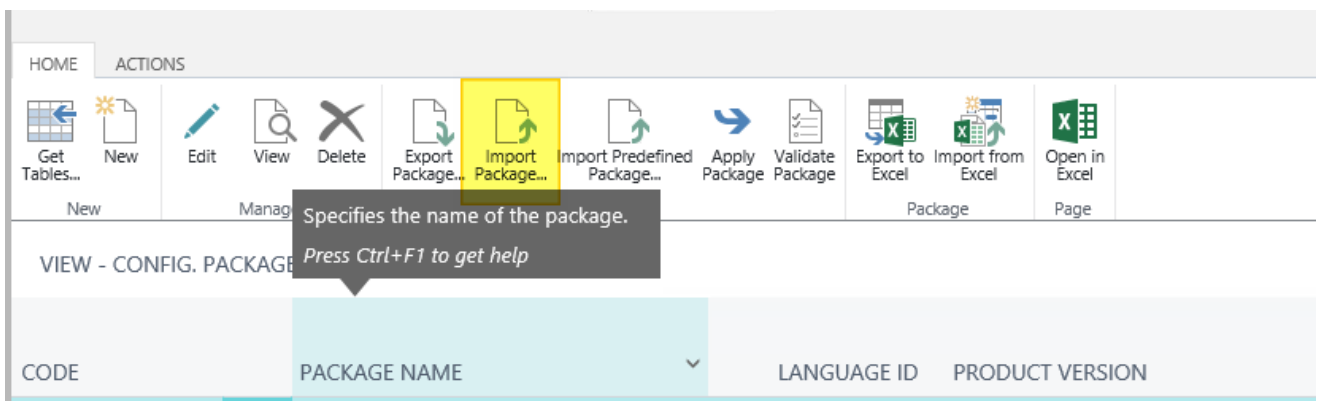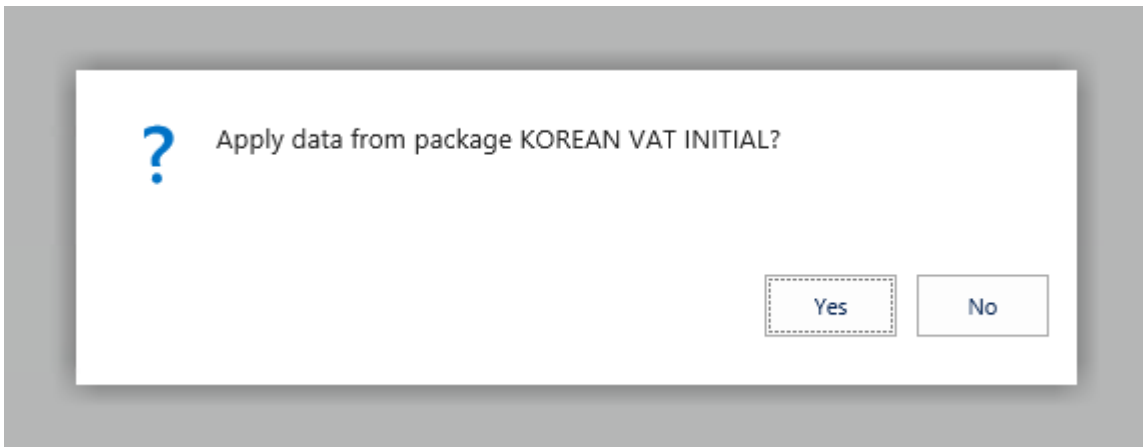

13. Click the 'Choose...' button and select the file, which received from DEEX Korea.
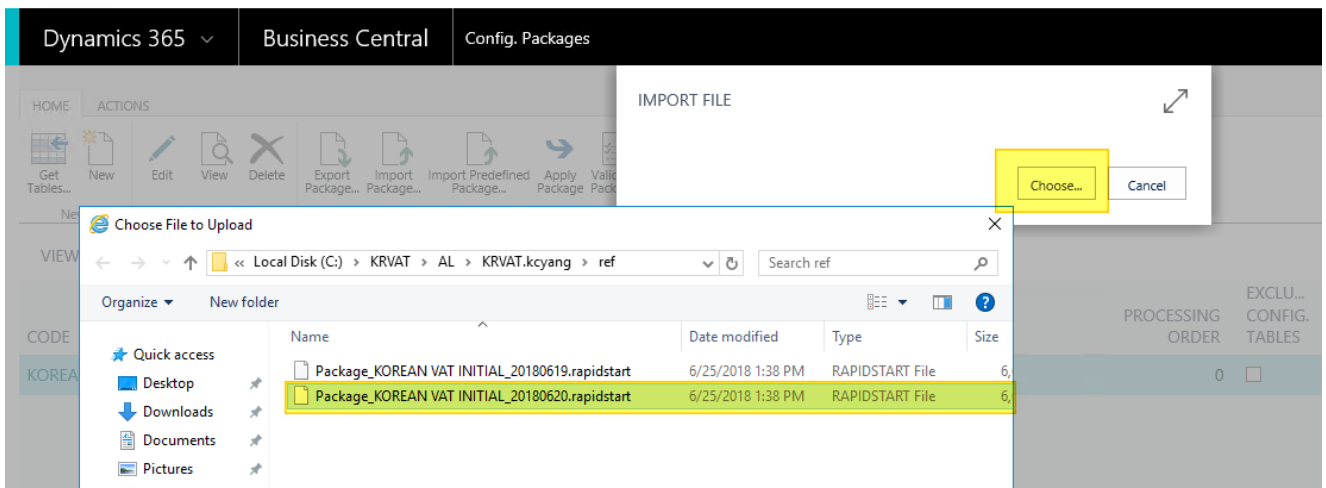
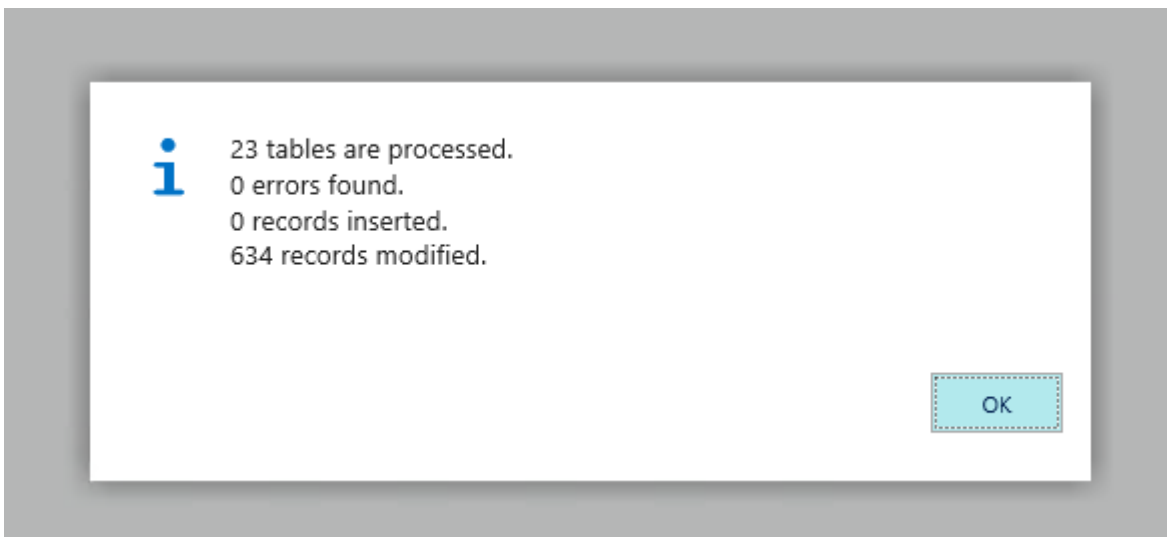14. Click 'Apply Package' on the ribbon menu.

Apply Package

Import the configuration package and apply the package database data at the same time.

CODE		PACKAGE NAME	LANGUAGE ID	PRODUCT VERSION
KOREAN VAT INITI...	···	Korean VAT Initial Data	1033	1.0.0.0

15. When pop up the 'Apply data from package KOREAN VAT INITIAL' click "Yes".

Apply data from package KOREAN VAT INITIAL?

Yes   No

16. Done.

23 tables are processed.
0 errors found.
0 records inserted.
634 records modified.

OK

2.   K-Pack Module Setup

This step is to demonstrates how to set mandatory information on each table in Setup menu.

2.1. Korean VAT Company Information

In this setup table, user can enter company information which registered in Korea National Tax Service and API supplier for electronic tax invoicing.

1. Log in Dynamics 365 Business central with user ID, who has permission on 'KOREANVAT, BASIC' and 'KOREANVAT, EDIT' SUPER'.

2. Click on '**Korean VAT Setup'** in the main or enter 'Korean VAT Setup' in search bar.

3. Select **'Korean VAT Company Information**' to open 'KOREAN VAT COMPANIES' screen.
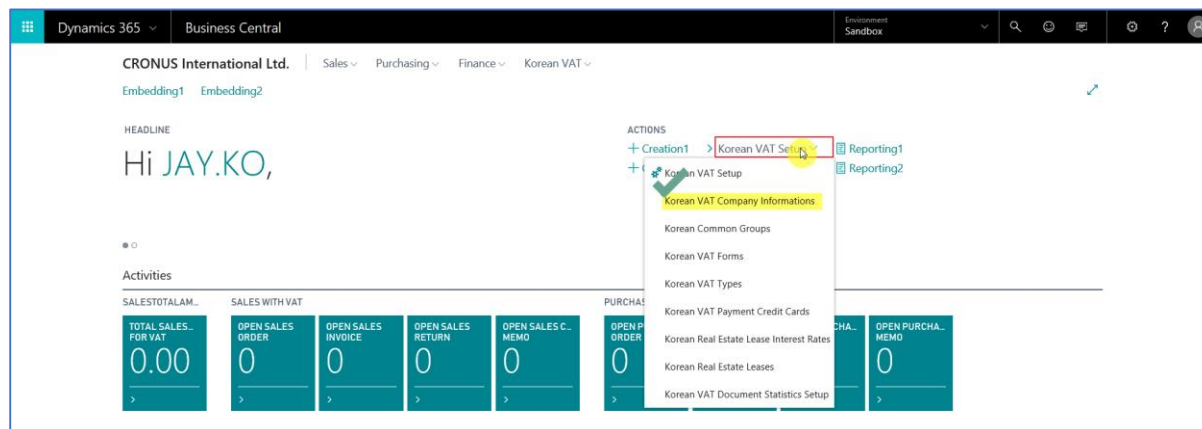
4. Click on **'New'** ribbon menu to enter a company information.

※ This is for entering company information, which registered to the Korea National Tax Service (NTS). User should refer information from 'Business Registration Certificates', which issued by NTS.
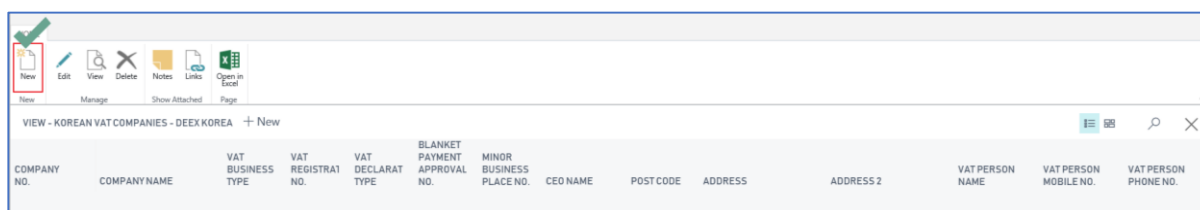
5. In 'General' tab, fill in the followings.

Field Name	Suggested Value	Remark
Company No.	DEEX	This field allows maximum Five (5) digits, and Korean Character is not recommended to avoid any unexpected system error such as data filter value cannot operate properly.
Company Name	딕스코리아 주식회사	Refer to the information on the business registration certificates.
Address	서울시 서초구 강남대로 373	Refer to the information on the business registration certificates.
Country/Region Code	KR	

CEO Name	윤경희	Refer to the information on the business registration certificates. ※ CEO Name must be same with registered CEO Name in POPBILL.
VAT Business Type	Business	Select 'Business', if the company have business registration certificates, which issued by NTS.
Corporation Registration No.	1*****-*******	Refer to the information on the business registration certificates.
VAT Registration No.	3**-**-*****	Refer to the information on the business registration certificates. ※ VAT Registration No. must be same with registered VAT Registration No. in POPBILL.
Business Class	서비스, 도소매	Refer to the information on the business registration certificates.
Business Sub-Class	소프트웨어 개발 및 판매	Refer to the information on the business registration certificates.

6. In 'VAT Person' tab, fill in the followings.

Field Name	Suggested Value	Remark
Name	고담당	Enter the user name to be displayed on electronic tax invoice template.
E-Mail	person.ko@deex.co.kr	Enter the e-mail address of the user to be displayed on electronic tax invoice template.

DEEX Korea

General >

VAT Person

Name	VAT Person	Mobile No.	
E-Mail	vatguy@deex.co.kr	Phone No.	02.574.1111

DXKETAXPOPBILL >

7. In 'ETAXPOPBILL' tab, fill in the followings.

Field Name	Suggested Value	Remark
POBBILL ID	yourpopbillid	Enter the ID, which registered in POPBILL

DEEX Korea

General >

VAT Person >

DXKETAXPOPBILL

POPBILL ID	yourpopbillid

2.2. Korean VAT Setup

In this setup, user can set general information such as number series for K-Pack and URL for electronic tax invoicing.

1. Click on '**Korean VAT Setup'** in the main or enter 'Korean VAT Setup' in search bar.

2. Select **'Korean VAT Setup**' to open 'KOREAN VAT SETUP' screen.

3. Click on **'Edit'** ribbon menu to modify the information in the table.

4. Change the 'Activate Korean VAT' value to 'Activate' in Activation tab.

5. In order to fill General tab information, refer the followings.

Field Name	Suggested Value	Remark
Purchase Order VAT Vendor From	■ Pay-to Vendor ■ Buy-from Vendor Default Value is 'Pay-to Vendor'	This is for assign default vendor information in VAT data from purchase order and purchase invoice.
Primary Company for VAT declaration	DEEX	Assign primary VAT Company code if you have more than one VAT Company information.
List View Date Calculation	-3M	This is to assign default date range filter in VAT entries screen.

6. In No. Series tab, assign number series to VAT card.

7. In order to fill E-TAX ISSUE tab information, refers the followings.

Field Name	Suggested Value	Remark
Enable Sending E-TAX Inv.	Issue	Default value is 'Issue', but if the company doesn't want to send e-tax invoice in D365, change the value into 'Not issue'.
E-Tax Sending Cutoff Date	11	It should be complied for e-tax invoicing regulation of Korea National Tax Service.
E-TAX Service Vendor URL	https://test.popbill.com/	Enter the information, which received from Deex Korea.
E-TAX TaxInvoice URL	https://inv.azure.net/api/invcode	Enter the information, which received from Deex Korea.
E-TAX TaxReviseInvoice URL	https://inv.azure.net/api/invcode	Enter the information, which received from Deex Korea.
E-TAX GetInfos URL	https://inv.azure.net/api/invcode	Enter the information, which received from Deex Korea.
E-TAX SendEmail URL	https://inv.azure.net/api/invcode	Enter the information, which received from Deex Korea.

Korean VAT Setup

Activation ❯   Inactivate

✱ General ❯

No. Series ❯

Misc. ❯

E-TAX ISSUE

Enable Sending E-TAX Inv.	Not Issue ▾	E-TAX TaxReviseInvoice URL	✱	
E-TAX Sending Cutoff Date	11	E-TAX GetInfos URL	✱	
E-TAX Service Vendor URL	https://www.popbill.com/	E-TAX SendEmail URL	✱	
E-TAX TaxInvoice URL	✱			

2.3. Korean VAT Payment Credit Cards

This is for registering credit card information, which registered for VAT refund to Korea National Tax Service.

1. Click on 'Korean VAT Setup' in the main or enter 'Korean VAT Setup' in search bar.

2. Select 'Korean VAT Payment Credit Cards' to open 'KOREAN VAT PAYMENT CREDIT CARD LIST' screen.

3. Click on 'New' ribbon menu.

4. Enter the following information.

Field Name	Suggested Value	Remark
CREDIT CARD NO.	1234-5678-1996-1210	Enter Credit Card Number
DESCRIPTION	신한 법인카드	Enter description to explain the card.

CARD HOLDER NAME	홍길동	
VAT CREDIT CARD TYPE	Business Credit Card	Select the type of the credit card
EXPIRY DATE(YY)	20	Enter last 2 digits of the year.
EXPIRY DATE(MM)	01	Enter month.

3.   Master Data Setup

3.1. G/L Account Card

This is to assign dedicated G/L account for Korea VAT.

1. Click on **'Search'** icon.

2. Enter **'chart of account'** in search bar.

3. Select **'Chart of Accounts'** under Finance Department.

4. Select G/L account to assign as VAT related G/L account, and click on Number to open the card.

NO.	NAME	VAT ISS... AC...	INCOME/...	ACCOUNT SUBCATEGORY	ACCOUNT TYPE	TOTALING	GEN. POSTING TYPE	GEN. BUS. POSTING GROUP	GEN. PROD. POSTING GROUP
/	Customer Prepayments VAT 0 %	☐	Balance Sheet	Current Liabilities	Posting				NO VAT
2410	Vendor Prepayments VAT 0 %	☐	Balance Sheet	Prepaid Expenses	Posting				NO VAT
2420	Vendor Prepayments VAT 10 %	☐	Balance Sheet	Prepaid Expenses	Posting				SERVICES
2430	Vendor Prepayments VAT 25 %	☐	Balance Sheet	Prepaid Expenses	Posting				RETAIL
5370	Customer Prepayments VAT 10 %	☐	Balance Sheet	Current Liabilities	Posting				SERVICES
5380	Customer Prepayments VAT 25 %	☐	Balance Sheet	Current Liabilities	Posting				RETAIL
5600	VAT		Balance Sheet	Current Liabilities	Begin-Total				
5610	Sales VAT 25 %	☐	Balance Sheet	Current Liabilities	Posting				
5611	Sales VAT 10 %	☑	Balance Sheet	Current Liabilities	Posting				
5620	Purchase VAT 25 % EU	☐	Balance Sheet	Accounts Receivable	Posting				
5621	Purchase VAT 10 % EU	☐	Balance Sheet	Accounts Receivable	Posting				
5630	Purchase VAT 25 %	☐	Balance Sheet	Accounts Receivable	Posting				
5631	Purchase VAT 10 %	☐	Balance Sheet	Accounts Receivable	Posting				
5780	VAT Payable	☐	Balance Sheet	Liabilities	Posting				
5790	VAT, Total	☐	Balance Sheet	Liabilities	End-Total	5600..5790			
8240	Postage	☐	Income Stat...	Utilities Expense	Posting		Purchase	DOMESTIC	NO VAT
8430	Travel	☐	Income Stat...	Expense	Posting		Purchase	DOMESTIC	NO VAT
8520	Registration Fees	☐	Income Stat...	Expense	Posting		Purchase	DOMESTIC	NO VAT
9120	Finance Charges from Customers	☐	Income Stat...	Income	Posting		Sale	DOMESTIC	NO VAT
9140	Invoice Rounding	☐	Income Stat...	Income	Posting			DOMESTIC	NO VAT

5. In Korean VAT tab, tick on '**VAT Issue Account**'.

3.2. Customer Card

Korean VAT Information is mandatory for VAT data.

1. Open Customer card.

2. Click on **Korean VAT Information** in FactBox and select '**Edit'** menu.

3. Fill in the follow information.

Field Name	Suggested Value	Remark
VAT Company No.	DEEX	Select related VAT Company code.
VAT Business Type	Business Private	Select Business type of the customer.

CEO Name	김사장	Refer to the information on the business registration certificates of the customer.
Business Class	도소매,서비스	Refer to the information on the business registration certificates of the customer.
Business Sub-Class	의류 외	Refer to the information on the business registration certificates of the customer.
VAT Issue Type	■ By Invoice ■ By Period ■ Not Issued	If the customer requested to issue electronic tax invoice per each shipment bases, select 'By Invoice'.
E-TAX Issue Type	■ Issue ■ Not Issue	Default value is 'Issue', if the customer doesn't want to receive the tax invoice, change the value to 'Not Issue'
Electronic Invoice Receiver	■ Name ■ E-Mail ■ Mobile No. ■ Phone No. ■ Receive E-Tax Invoice by E-Mail	Enter the information to receive the tax invoice. Maximum Two (2) receivers can be assigned.

3.3. Vendor Card

Korean VAT Information is mandatory for VAT data.

1. Open Vendor card.

2. Click on **Korean VAT Information** in FactBox and select **'Edit'** menu.

3. Follow the same process with Customer Card.

4. Create VAT Entries from Sales Invoice

This step demonstrates how to record VAT Entries from Sales order process.

17. Log in Dynamics 365 Business central as Order Processor user, the user must have user permission 'KOREANVAT, BASIC & KOREANVAT, EDIT' permission in users table.

18. Click on '**Sales Invoice'** in ACTIONS.

19. Select Customer and fill in header information.

20. In 'Korean VAT Information for Sales Invoice' tab, select 'VAT Company No.' and 'VAT Type'.

   If the customer already set 'Korea VAT Information' from customer master, VAT Company No will be defaulted from the master data.

21. Once sales invoice header completed to fill in, try to fill in sales invoice line information.

22. If all information is correct, post the invoice.

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5. Create VAT Entries from Purchase Invoice

This step demonstrates how to record VAT Entries from Purchase order process.

1. Log in Dynamics 365 Business central as Purchasing Agent user, the user must have user permission 'KOREANVAT, BASIC & KOREANVAT, EDIT' permission in users table.

2. Click on '**Purchase Invoice'** in ACTIONS.

3. Select Vendor and fill in header information.

4. In 'Korean VAT Information for Purchase Invoice' tab, select 'VAT Company No.' and 'VAT Type'.

   If the customer already set 'Korea VAT Information' from vendor master, VAT Company No will be defaulted from the master data.

5. Once purchase invoice header completed to fill in, try to fill in purchase invoice line information.

Lines

TYPE	NO.	DESCRIPTION	LOCATION CODE	QUANTITY	UNIT OF MEASURE CODE	UNIT PRICE EXCL. VAT	LINE DISCOUNT %	LINE AMOUNT EXCL. VAT	QTY. TO ASSIGN
Item	··· 1000	Bicycle		5	PCS	4,000.00	15	17,000.00	0

Subtotal Excl. VAT (GBP)	17,000.00	Total Excl. VAT (GBP)		17,000.00
Inv. Discount Amount Excl. VAT (GBP)	0.00	Total VAT (GBP)		4,250.00
Invoice Discount %	0	Total Incl. VAT (GBP)		21,250.00

6. If all information is correct, post the invoice.

6. Create VAT Entries from Journal

This step demonstrates how to record VAT Entries from Accounting Journal.

1. Log in Dynamics 365 Business central as Accountant user, the user must have user permission 'KOREANVAT, BASIC & KOREANVAT, EDIT' permission in users table.

2. Click on '**Journals'** in ACTIONS.
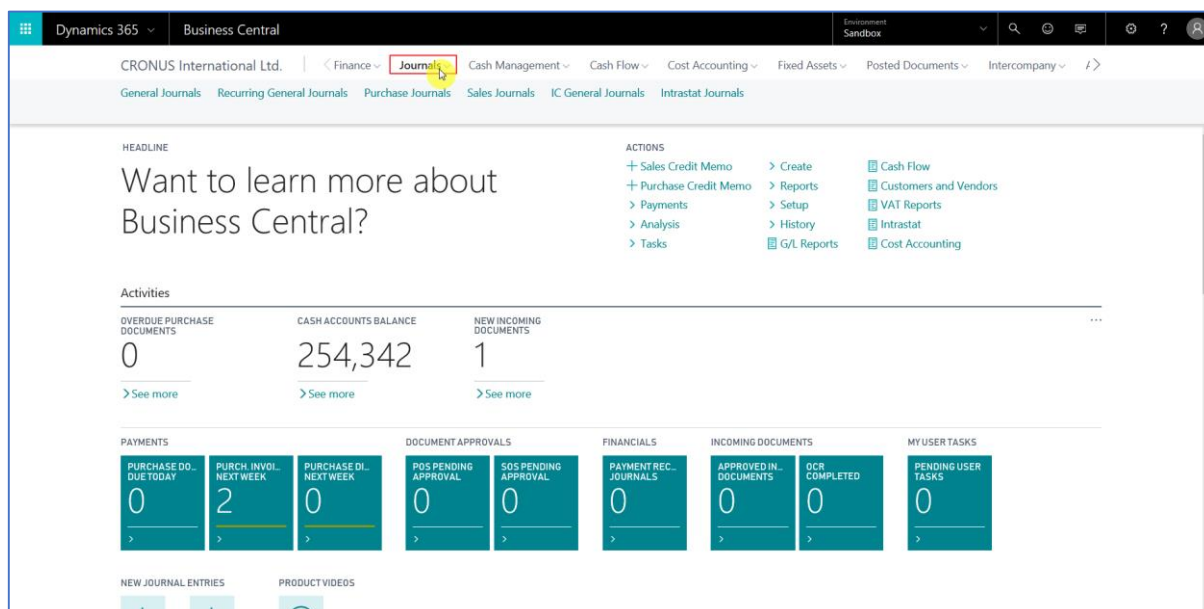
3. Open Journal batch and enter journal line.

    In journal line, select VAT receivable or VAT payable G/L account and enter journal line.

4. Click on 'VAT Information Registration' Ribbon.

5. Fill in the following fields. Following fields are mandatory.

Field Name	Value	Remark
VAT Date	2018-05-02	Enter the exact date on the invoice or receipt for tax filing.
Type	Purchase	Options can be selected: Purchase or Sales
Account Name	London Postmaster	Select vendor
VAT Type Name	신용카드-과세	Credit Card-Taxable
Sub VAT Type Name		This field is selectable depends on the VAT Type. If user select VAT Type, which requires Sub-VAT Type, use cannot close the VAT card screen.
VAT Company Name		Select VAT Company
Item Description		Enter representative item on the invoice or receipt.A
Amount		Enter Net amount
VAT		If user enter amount, VAT amount will be displayed automatically. If there is VAT amount difference between calculated amount and actual invoice or receipt, change the VAT amount.
Total Amount		Total amount will be calculated automatically.

7. Close 'KOREAN VAT ENTRY' Screen.

   When user close VAT Entry card screen, VAT Issue Reg.User ID will be displayed.

8. If all journal line is correct, post the journal.

7. What is Korean VAT Entries

Korean VAT Entries is a base entry from posted journal & posted invoice and credit memo.

When users post journal or invoice or credit memo which related to VAT G/L Account, Korea VAT data will be recorded in Korean VAT Entries, and finalized VAT data must be recorded into Korean VAT Document table.
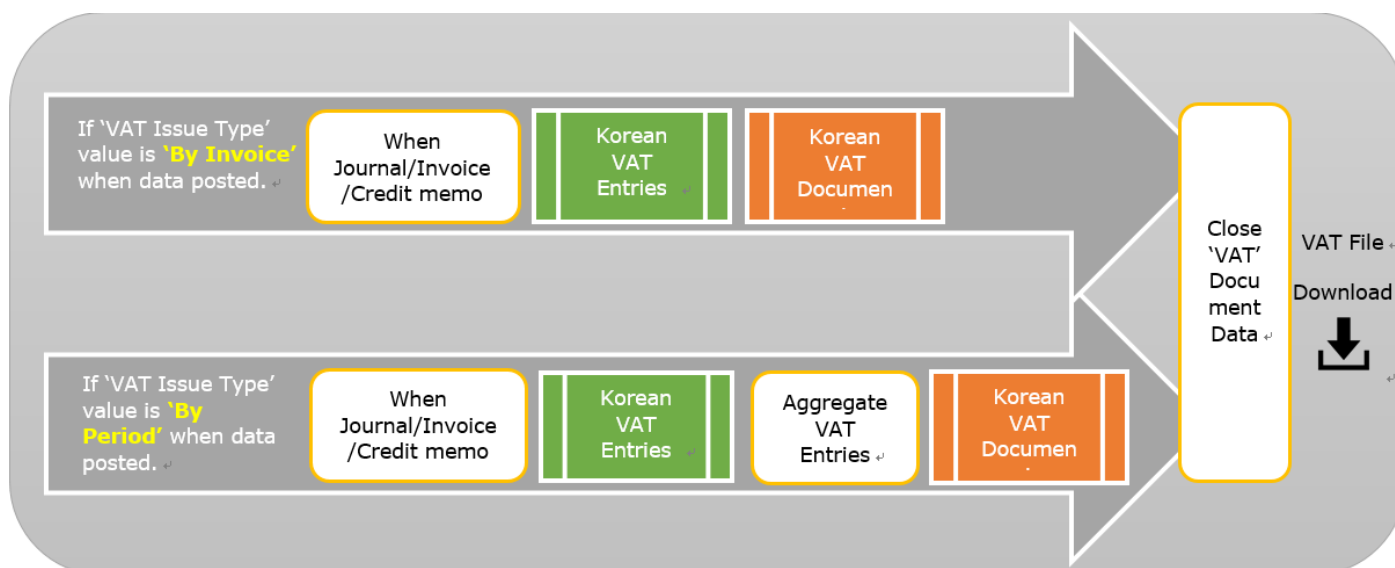
Any entry which set to **'By Period'** in VAT Issue type, it requires to generate VAT entries to finalize VAT amount to be reported.

If there is an entry to be changed 'VAT Issue Type', select the entry line and click on **'Process'** menu, and **'Update VAT Issue Type'**.

Change the option and close the screen.

8. Aggregate Korean VAT Entries

VAT Entries aggregation feature is to create VAT entries by period or by invoice based on 'Korean VAT Entries' table.

1. Search 'Aggregate Korean VAT Entries' menu.

2. Select VAT Company Number.

3. Select **'Account Type'** to be aggregated.

4. Select **'Account No'**. It can be 'customer' if user select 'Account Type' as 'Sales', or it can be 'vendor' if user select as 'Purchase' in Account Type.

5. Select **'VAT Type Name'** and select 'Sub-VAT Type Code' for the certain VAT Type.

6. Select **'VAT Date'**.

7. Click on '**VAT Aggregate**' ribbon menu.

8. Click on '**VAT Document Issue**' ribbon menu. When VAT Document issued, VAT data will be registered into VAT Document table.

9. Close VAT Entries

'Close VAT Entries' action is for VAT data validation for VAT reporting. In this feature, user can verify missing information with flag color.
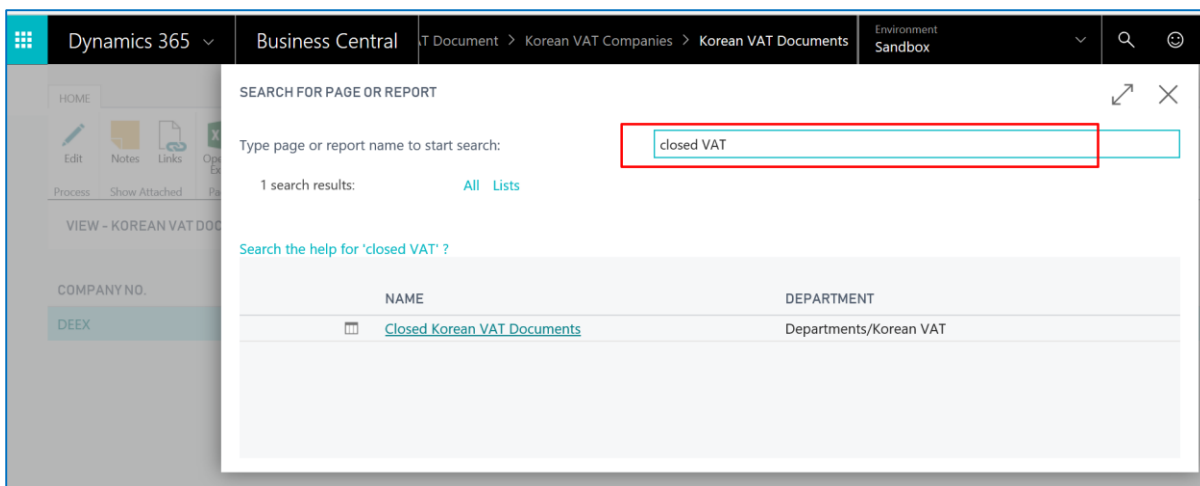
- Green Flag means, the entry data meet mandatory requirements for VAT reporting.

- Red Flag means, the entry data contains missing information for VAT reporting.

   1. Review and confirm VAT Document line information. If there is missing information in document line, 'CLOSING FLAG' color will display flag. Only flag can be closed for VAT filing.

   2. If all lines have flag, click on 'Closed' ribbon menu.

      Closed line will be disappeared in the screen.

   3. In order to find closed VAT line, search 'Closed Korean VAT Documents'.

   4. Click on VAT Company number.
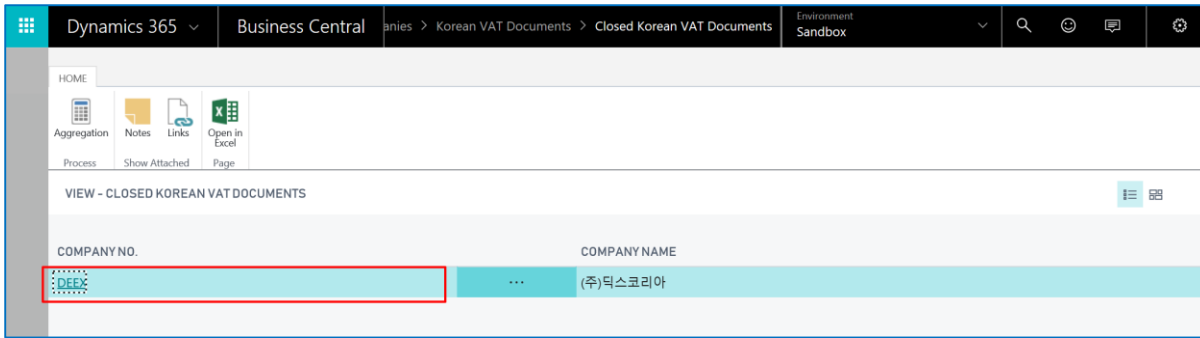
5. Select the type to display the list. Selectable options are 'Sales' or 'Purchase'.
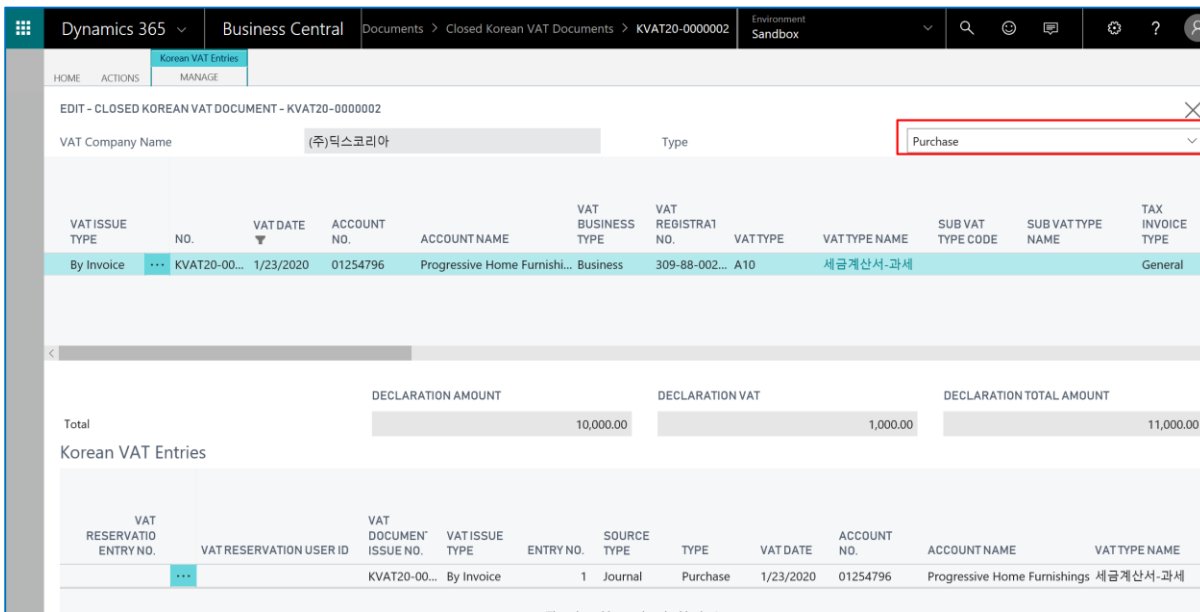
10.   VAT File Download

This feature provides download VAT file from Dynamics365 Business Central.

User can upload VAT file, which downloaded from Dynamics365 Business Central.

1. Search 'Korean VAT Declarations' menu.

2. Click on VAT Company number.

3. Select the period and VAT Company to declare VAT.

4. In order to preview the VAT Report detail before download file, click on 'Print' ribbon menu.

5. Click on 'File Download' ribbon menu.

11.   Send Electronic Tax Invoice

This feature provides sending tax invoice to Customer & National Tax Service through web service.

1. Search 'Send Korean ETaxs' menu.
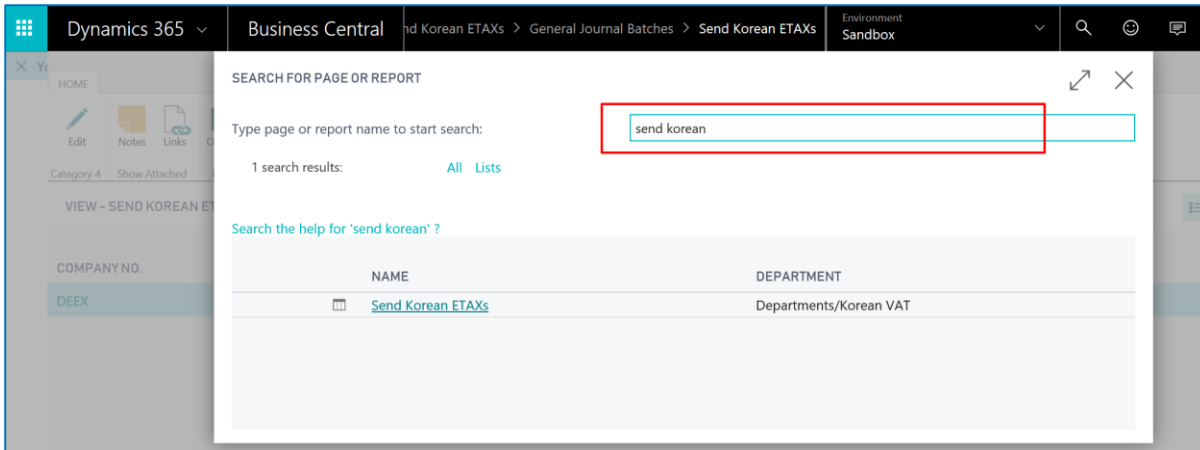
2. Click on VAT Company number.
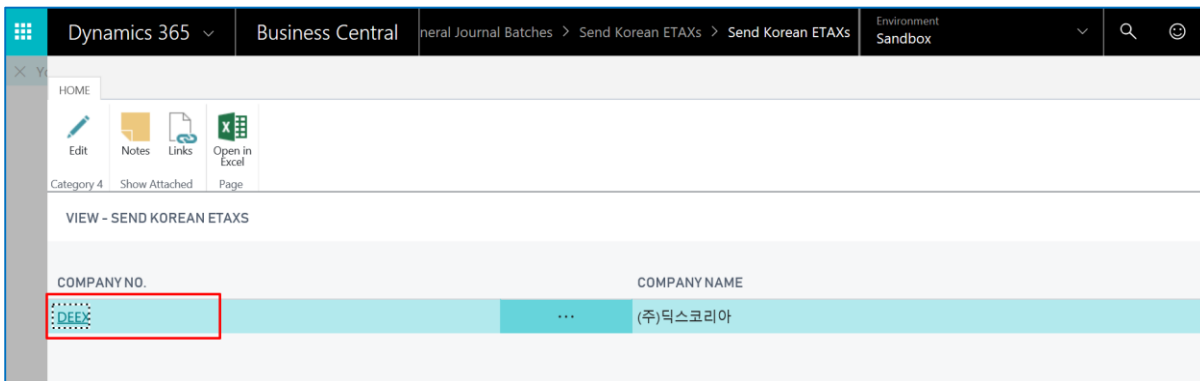
3. Tick on E-Tax SEND field to send electronic tax invoices. User can select multi lines.
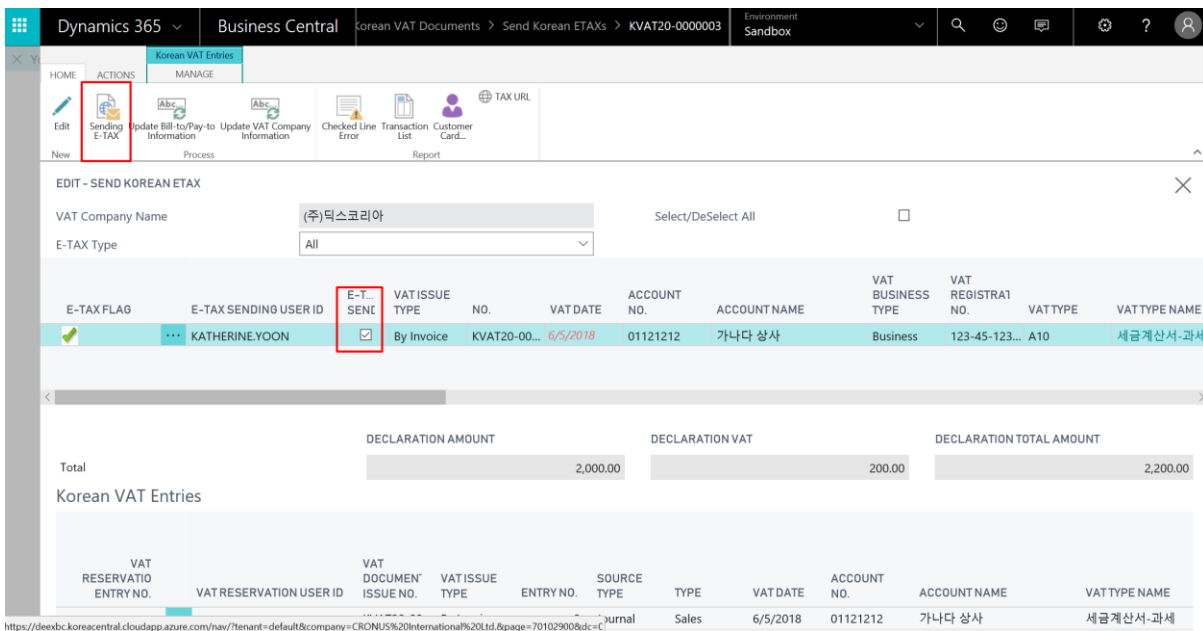
12.   Send Amended Electronic Tax Invoice

This feature provides sending modified tax invoice for posted sales credit memo to Customer & National Tax Service through web service.

In order to issue amended tax invoice, parameter to recognize 'General' or 'Amended' must be set as 'Amended' in TAX Invoice Type field in VAT Document Card.

1. Search 'Send Korean ETaxs' menu.

2. Click on VAT Company number.

3. Tick on E-Tax SEND field to send electronic tax invoices. User can select multi lines.