





*Define the set of withholdings for customers, vendors and Items.*



*Post purchase and sale documents with IRPF generating the entries and accounting entries.*



*Verify the accumulated entries in a period, generates the IRPF settlement and the official presentation Models (111,115,180 and 190).*



*Simple and agile configuration, ready for use in a few minutes.*

# User Guide

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# 01. Introduction

**IRPF by Nunsys** allows you, after a guided setup process, to post all your purchase and sale documents with IRPF, according to the indicated specifications. As you post documents, you can consult several reports stating the withholdings from customers and/or vendors, or the tax bases and tax amounts to be declared in a specified period. Of course, you can obtain in a very simple way the IRPF settlement and post it creating general ledger entries and marking the entries as automatically closed.

To complete the process, **IRPF by Nunsys** will allow you to generate the corresponding electronic files to be submitted to the AEAT (115 and 180 models). Models 190 and 111 can be partially generated, because employees withholdings are not included.

<sup>1</sup>IRPF by Nunsys does not include withholding taxes on employee income, managed by external payroll software. Models 111 and 190 do not include such information.

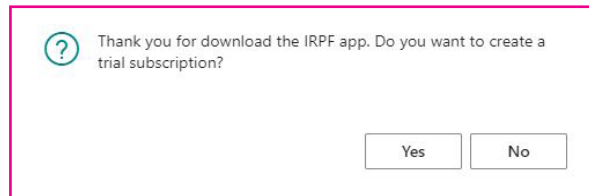
## 02. Configuración

### 2.1. Flujo de trabajo

● DATA DEFINITION	<ul style="list-style-type: none"><li>• Income Type, Keys, SubKeys, Models, Source Code</li></ul>
● WITHHOLDINGS SETUP	<ul style="list-style-type: none"><li>• Setting Withholdings Types and rates</li><li>• Assign Withholding information in Vendor and Customer cards</li><li>• Setup General Product Posting Groups</li></ul>
● SALES AND PURCHASE DOCUMENTS	<ul style="list-style-type: none"><li>• Sales and Purchase Orders</li><li>• Sales and Purchase Invoices</li><li>• Sales and Purchase Credit Memos</li></ul>
● IRPF REPORTS	<ul style="list-style-type: none"><li>• Income Tax Report 111</li><li>• Income Tax Report 190</li></ul>
● POSTING INCOME TAX	<ul style="list-style-type: none"><li>• Generate and Post IRPF Settlement</li></ul>
● IRPF Models	<ul style="list-style-type: none"><li>• Generate Income Tax disks 111, 115, 190, 180</li></ul>

## 2.2 Step by step setup

When IRPF by Nunsys product installation takes place, a trial subscription is needed to be registered. Otherwise, the system will display the following message every time the user tries to use the app. Please select "Yes" to create a trial subscription.



Before proceeding with definition of withholding types, you must setup some previous data.

- **Rent Class:** It is necessary to specify which class of income each subkey belongs to. There are only two possible values for that field: GENERAL and SAVINGS.

RENT CLASS | WORK DATE: 28/02/2021

✓

SAVED

Search

+ New

Edit List

Delete

Show Attached

Open in Excel

CODE		DESCRIPTION	DESCRIPTION 2
AHORRO	:	Renta del Ahorro	Renta del Ahorro
GRAL		Renta General	Renta General

- **Models:** The different presentation Models required for income tax returns are defined.

IRPF MODELS | WORK DATE: 28/02/2021

✓ SAVED

Search

+ New

Edit List

Delete

Show Attached

Open in Excel

CODE	DESCRIPTION	DESCRIPTION 2
<div><div>111</div><div></div><div></div></div>	Retenc e ingr a cta. Rendimi Trabajo, Act econo	Retenc e ingr a cuenta. Rendimientos Trabajo, Act Económicas, etc
115	Retenc e ingr a cta. Rentas proced arrendam inmueb	Retenciones e ingresos a cuenta. Rentas o rendimientos procedentes del arrenda...
180	Resumen anual. Rend Trab y activ profesionales	Retenciones e ingresos a cuenta. Rendimientos del trabajo y de actividades econ...
190	Resumen Anual Rendim proc arrendam inmuebles urb	Retenciones e ingresos a cuenta. Rendimientos procedentes del arrendamiento d...

- **List of Perceivers:** They must be established and codified following the specifications of Tax Agency.

IRPF PERCEIVERS LIST | WORK DATE: 28/02/2021

✓ SAVED

Search

+ New

Edit List

Delete

Perceptors

Show Attached

Open in Excel


More options

CODE	DESCRIPTION
A	Relaciones laborales y estatutarias en general
C	Arrendamiento o subarrendamiento de bienes inmuebl
G	Actividades profesionales
I	Rendimientos actividades economicas

- **IRPF Sub-Key List:** They must be established according to the codification that Tax Agency has determined. In this page, you define the type of receiver, the type of income and the Models used.

← IRPF SUBKEY LIST | WORK DATE: 28/02/2021 ✓ SAVED ✎

🔍 Search + New Edit List Delete Show Attached Open in Excel

IRPF PERCEIVERS CODE	CODE	DESCRIPTION	RENT CLASS	RENT CLASS DESCRIPTION	MODEL 1	MODEL 2	MODEL 3
 X	01	Actividades profesionales Carácter G	GRAL	Renta General	111	190	
I	02	Otras Actividades economicas	GRAL	Renta General	111	190	
G	03	Actividades profesionales de nuev...	GRAL	Renta General	111	190	
C	NO CLAVE	Arrendam o subarrendam inmueb...	GRAL	Renta General	115	180	

- **Source Code Setup:** If IRPF settlement is to be carried out with this Add-on, it will be necessary to configure a source code associated with the entries with withholding.

← Source Code Setup ✓ SAVED ✎

Show Attached

**General**

General Journal	DIAGEN	Compress Bank Acc. Ledger	CMPRBANCO
IC General Journal	INTERCOMP	Compress Check Ledger	CMPRCHEQ
Close Income Statement	ASTOREGUL	Financially Voided Check	ANUTOTCHEQ
VAT Settlement	DECLAIVA	Trans. Bank Rec. to Gen. Jnl.	BANCREC
Exchange Rate Adjmt.	AJUDIVISA	Reversal	RETROCES
Deleted Document	ELIMIN	Cash Flow Worksheet	HFE
Adjust Add. Reporting Currency	AJUDIVADIC	Payment Reconciliation Journal	CONL PAGOS
Compress G/L	CMPRCG	Applied Income Tax Retention Entry	IRPF
Compress VAT Entries	CMPRIVA		

**Sales**


Sales	VENTAS	Unapplied Sales Entry Appln.	DESLVENTA
Sales Journal	DIAVENTAS	Reminder	RECORDAT
Cash Receipt Journal	DIACOBROS	Finance Charge Memo	INTERES
Sales Entry Application	LIQVENTA	Compress Cust. Ledger	CMPRCUE

**Purchases**

- **Income tax retention setup:** In this page, you will identify the withholding percentages and general ledger accounts that may be associated with the posting of sale and purchase documents. Each type of personal income tax will be classified as rental or professional.

← INCOME TAX RETENTION SETUP | WORK DATE: 28/02/2021 ✓ SAVED ✎

🔍 Search + New Edit List Delete Show Attached Open in Excel

CODE	DESCRIPTION	% TAX AMOUNT RETENTION	INCOME TAX RETENTION ACC.	PERFORMANCE CODE
 X	H.P. Retenciones Alquileres 19%	19,00	4751001	Rental
ALQUILER_19_VENTAS	H.P. Retenciones Alquileres 19%-ventas	19,00	4730001	Rental
AUTONOMO_01	H.P. Retenciones profesioneses 1%	1,00	4751002	Professional
AUTONOMO_07	H.P. Retenciones profesioneses 7%	7,00	4751002	Professional
AUTONOMO_15	H.P. Retenciones Alquileres 15%	15,00	4751001	Professional

- **Customers and Vendors Card Setup:** At the IRPF tab, it is necessary to define the type of withholding to be add-online.

VENDOR CARD | WORK DATE: 28/02/2021

30000 · Tecnologías Hacetiempo

Process Request Approval New Document Navigate Vendor Show Attached More options

**General** > Tecnologías Hacetiempo

**Address & Contact** > 41020 Sr. Cristian Osorio

**Invoicing** >

**Payments** > PM BANCO

**Receiving** > CAF

**Income Tax**

Income Tax Retention Code ..... AUTONOMO\_15 Income Tax Retention SubKey ..... 01

Income Tax Retention % ..... 15,00 Tax Amount Retention ..... 0,00

Income Tax Retention Key ..... G

- **General Product Posting Groups setup:** The product accounting groups, in which IRPF can be applied, will be identified.

If the posting group associated with an item, general ledger account, resource, etc. does not have the mark 'Allow Income tax retention,' will not apply withholding when it is included in a sale or purchase line associated with vendors or customers with the IRPF tab section informed.

GENERAL PRODUCT POSTING GROUPS | WORK DATE: 28/02/2021

Search + New Edit List Delete Setup Show Attached Open in Excel More options

CODE	DESCRIPTION	DEF. VAT PROD. POSTING GROUP	AUTO INSERT DEFAULT	OPERATION CODE	ALLOW INCOME TAX RETENTION
FABRICAC	Capacidades		<input checked="" type="checkbox"/>		<input type="checkbox"/>
MAT. PRIMA	Materias primas	IVA16	<input checked="" type="checkbox"/>		<input type="checkbox"/>
MERCADERÍA	Mercadería	IVA16	<input checked="" type="checkbox"/>		<input type="checkbox"/>
NO IVA	Varios sin IVA	NO IVA	<input checked="" type="checkbox"/>		<input type="checkbox"/>
SERVICIOS	Recursos, etc.	IVA7	<input checked="" type="checkbox"/>		<input type="checkbox"/>
VARIOS	Varios con IVA	IVA16	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
			<input type="checkbox"/>		<input type="checkbox"/>



### • Item Card Setup

At sale and purchase document lines, IRPF may be applied to any type of them, that is, type = account, Item, Fixed asset, etc. In case of leasing of properties, if it is necessary to specify the cadastral reference and the situation of the property for the generation of some of the models, An Item card must be created and in this one to indicate these values.

The cadastral reference and location of the property is only transferred to IRPF entries of purchase documents.

Since an IRPF movement is generated per posted document, at the moment, only one purchase invoice linked to a property can be posted. In case of generating withholding Models, a purchase invoice must be posted per property.

ITEM CARD | WORK DATE: 28/02/2021

70062 · NAVE INDUSTRIAL POLIGONO LA ESTRELLA

Process Item History Special Sales P...ces & Discounts Request Approval Show Attached More options

**Item** Show more

No. 70062 Base Unit of Measure UDS

Description NAVE INDUSTRIAL POLIGONO LA ESTRELLA Item Category Code

Blocked ☐ Cadastral Reference 121215445464878

Type Inventory Property Situation Situado en territorio español excepto País Vasco y N

**Inventory** Show more

Shelf No. Qty. on Component Lines 0

Inventory 0 Qty. on Sales Order 0

Qty. on Purch. Order 0 Stockout Warning Default (Yes)

Qty. on Prod. Order 0 Unit Volume 0

**Costs & Posting** 2,000.00 VARIOS TERMINADO

**Prices & Sales** 0.00

**Replenishment** Purchase

**Planning** None

### Documents with IRPF withholdings

The Process Flows of documents with IRPF are exactly the same for sales and for purchases, both of them should be generated from a sales/purchase order or from an invoice. You can also post returns and sales/purchase credit memos with IRPF.

## 2.3 Example for purchase documents with IRPF

### 2.3.1 Creating a Purchase Order with IRPF

In the purchase order you can insert lines subject and not subject to withholding, both of account type and of Item type. If the vendor has a withholding configured and the general ledger account or Item is associated with a product accounting group that has the 'Allow withholding tax' mark active, by default, the Withholding Tax Code column will be filled with the one defined in the vendor card. If for any reason, you decide not to apply IRPF for this specific order, just delete the Withholding Tax Code of the line.

If an accounting account type line is inserted and the accounting group does not apply withholding, the vendor retention code is not transferred.

PURCHASE ORDER | WORK DATE: 28/02/2021

106029 · Tecnologías Hacetiempo

Process Release Posting Order Request Approval Print/Send Navigate Show Attached More options

**General**

Vendor Name: Tecnologías Hacetiempo Vendor Invoice No. \* Vendor Shipment No. Contact: Sr. Cristian Osorio Document Date: 31/01/2021

**Lines**

TYPE	NO.	INCOME TAX RETENTION CODE	DESCRIPTION	LOCATION CODE	QUANTITY	RESERVED QUANTITY	UNIT OF MEASURE CODE	DIRECT UNIT COST EXCL. VAT	LINE AMOUNT EXCL. VAT	QTY REC
Item	70061	AUTONOMO_11	Honorarios profesionales		1	-	UDS	1,000,00	1,000,00	
G/L Account	6000001		Compras nacional		1	-				

**Summary**

Subtotal Excl. VAT (EUR)		Total VAT (EUR)	
1,000,00		160,00	
Inv. Discount Amount (EUR)	0,00	Total Incl. VAT (EUR)	1,160,00
Invoice Discount %	0	IRPF Total	150,00
Total Excl. VAT (EUR)	1,000,00	Total	1,010,00

**Invoice Details**

### 2.3.2 Posting purchase receipts

You can post a purchase receipt linked to an order with IRPF. In this case, tax information is not shown on the receipt document.

## 2.3.3 Create purchase invoice with IRPF

A purchase invoice will be posted with IRPF:

- Creating an invoice directly
- Creating an invoice and importing lines from posted purchase receipts
- Posting an invoice from the purchase order

The result will be the same in all cases.

PURCHASE ORDER | WORK DATE: 28/02/2021

106029 · Tecnologías Hacetiempo

Process Release Posting Order Request Approval Print/Send Navigate Show Attached More options

**General** Show more

Vendor Name .....  Vendor Invoice No. .... \*

Contact ..... Sr. Cristian Osorio Vendor Shipment No. ....

Document Date ..... 31/01/2021

**Lines** Manage More options

TYPE	NO.	INCOME TAX RETENTION CODE	DESCRIPTION	LOCATION CODE	QUANTITY	RESERVED QUANTITY	UNIT OF MEASURE CODE	DIRECT UNIT COST EXCL. VAT	LINE AMOUNT EXCL. VAT	QT' REC
Item	70061	AUTONOMO_1	Honorarios profesionales		1	-	UDS	1,000,00	1,000,00	
G/L Account	6000001		Compras nacional		1	-				

Subtotal Excl. VAT (EUR) ..... 1,000,00 Total VAT (EUR) ..... 160,00

## 2.3.4 Purchase Invoice Statistics

The IRPF amounts are shown at Purchase Invoice Statistics Page. The amount of personal income tax is not affected to VAT; therefore, it will not appear in sale and purchase invoice books.

PURCHASE INVOICE | WORK DATE: 28/02/2021

1005 · Tecnologías Hacetiempo

Invoice Posting Request Approval Incoming Document Release Navigate Show Attached More options

**General** Show more

Vendor Name .....  Due Date ..... 31/01/2021

Contact ..... Sr. Cristian Osorio Vendor Invoice No. .... 2323

Posting Date ..... 28/01/2021

**Lines** Manage More options

TYPE	NO.	INCOME TAX RETENTION CODE	DESCRIPTION/COMMENT	LOCATION CODE	QUANTITY	UNIT OF MEASURE CODE	DIRECT UNIT COST EXCL. VAT	LINE DISCOUNT %	LINE AMOUNT EXCL. VAT	QT' AS
Item	70061	AUTONOMO_1	Honorarios profesionales		1	UDS	1,000,00		1,000,00	

Subtotal Excl. VAT (EUR) ..... 1,000,00 Total VAT (EUR) ..... 160,00

Inv. Discount Amount (EUR) ..... 0,00 Total Incl. VAT (EUR) ..... 1,160,00

Invoice Discount % ..... 0 IRPF Total ..... -150,00

Total Excl. VAT (EUR) ..... 1,000,00 Total ..... 1,010,00

## 2.3.5 Posting Purchase invoices with IRPF

### 2.3.5.1 Posted Purchase Invoices

After posting a purchase invoice with IRPF, these values can be consulted in the invoice history.

Open in Excel

T - PURCHASE INVOICE STATISTICS - 1005 - TECNOLOGÍAS HACIEMPO

General			
Amount Excl. VAT	1,000,00	Purchase (LCY)	1,000
Discount Amount	0,00	Quantity	
Total Discount Amount	0,00	Parcels	
Amount Excl. VAT	1,000,00	Net Weight	
% VAT	160,00	Gross Weight	
Amount Incl. VAT	1,160,00	Volume	
% IRPF	-150,00	Income Tax Base	1,000
Amount Document Amount	1,010,00		

Details							
	VAT %	EC %	LINE AMOUNT	VAT BASE	VAT AMOUNT	EC AMOUNT	AMOUNT INCLUDING VAT
	16	0,00	1,000,00	1,000,00	160,00	0,00	1,160,00

### 2.3.5.2 G/L Entries

VENDOR CARD | WORK DATE: 28/02/2021

30000 · Tecnologías Hacietempo

Process Request Approval New Document Navigate Vendor Show Attached More options

General > Tecnologías Hacietempo

Address & Contact > 41020 Sr. Cristian Osorio

Invoicing >

Payments > PM BANCO

Receiving > CAF

Income Tax

Income Tax Retention Code	AUTONOMO_15	Income Tax Retention SubKey	01
Income Tax Retention %	15,00	Tax Amount Retention	0,00
Income Tax Retention Key	G		

## 2.3.5.3 Income Tax Retention Entries

When posting sales and purchase documents subject to personal income tax, a record will be created in the "Income Tax Entry" table. Based on the information in this table, the IRPF settlement and generation of reports and models will be carried out.

An IRPF movement will be generated per sale or purchase document.

← GENERAL PRODUCT POSTING GROUPS | WORK DATE: 28/02/2021 ✓ SAVED ✎

🔍 Search + New 🗑 Edit List 🗑 Delete ⚙ Setup Show Attached 📄 Open in Excel More options 🔍 ☰

CODE	DESCRIPTION	DEF. VAT PROD. POSTING GROUP	AUTO INSERT DEFAULT	OPERATION CODE	ALLOW INCOME TAX RETENTION
FABRICAC	Capacidades		<input checked="" type="checkbox"/>		<input type="checkbox"/>
MAT. PRIMA	Materias primas	IVA16	<input checked="" type="checkbox"/>		<input type="checkbox"/>
MERCADERÍA	Mercadería	IVA16	<input checked="" type="checkbox"/>		<input type="checkbox"/>
NO IVA	Varios sin IVA	NO IVA	<input checked="" type="checkbox"/>		<input type="checkbox"/>
SERVICIOS	Recursos, etc.	IVA7	<input checked="" type="checkbox"/>		<input type="checkbox"/>
VARIOS	Varios con IVA	IVA16	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
			<input type="checkbox"/>		<input type="checkbox"/>

## 2.3.6 Create a Purchase Credit Memo with IRPF

If vendor IRPF setup has been completed, and if the product accounting group applies IRPF, the IRPF withholding code will be filled in by default at document lines.

← INCOME TAX ENTRIES | WORK DATE: 28/02/2021 ✎

🔍 Search Show Attached 📄 Open in Excel 🔍 ☰

ENTRY NO.	VENDOR NO.	CUSTOMER NO.	POSTING DATE ▼	DOCUME... TYPE	DOCUME... NO. ▼	INCOME TAX RETENTION CODE	% INCOME TAX RETENTION	INCOME TAX BASE	AMOUNT TAX RETENTION	OP...	CLOSED AT DATE	INCOME TAX RETENTION KEY	INCOM TAX RETEN SUBKE
2319	30000		31/01/2021	Invoice	108040	AUTONOMO...	15,00	150,00	-22,50	<input type="checkbox"/>	31/01/2021	G	01

As with purchase invoices, you can generate the purchase credit memo with withholding either directly by creating a credit memo document or by posting a purchase return.

## 2.4 Example for sales invoice with IRPF

### 2.4.1 Create a sales invoice with IRPF

You can start the sales circuit from an order with personal income tax or directly, creating a sales invoice.

← POSTED SALES INVOICE | WORK DATE: 28/02/2021

+

✓ SAVED

103036 · Sellafrio S.L.

Invoice

Correct

Print/Send

Navigate

Show Attached

More options

General

Show more

No.

103036

Due Date

14/02/2021

Customer

Sellafrio S.L.

Quote No.

Contact

Sr. Mark McArthur

Order No.

Posting Date

31/01/2021

Closed

☐

Lines

Manage

More options

TYPE	NO.	INCOME TAX RETENTION CODE	DESCRIPTION	QUANTITY	UNIT OF MEASURE CODE	UNIT PRICE EXCL. VAT	LINE DISCOUNT %	LINE AMOUNT EXCL. VAT	DEFERRAL CODE	DEPARTME. CODE
G/L Account	6230003	AUTONOMO...	Asesorías profesionales	1		150,00		150,00		CCIAL

Invoice Discount Amount Excl. VAT

4,50

Total Incl. VAT (EUR)

168,78

Total Excl. VAT (EUR)

145,50

IRPF Total

-21,83

Total VAT (EUR)

23,28

Total

146,95

Invoice Details

Currency Code

...

SII INFORMATION

Shipment Date

31/01/2021

Operation Description

Payment Terms Code

14 DÍAS

These are the generated G/L Entries

← HP RETENCIONES | WORK DATE: 28/02/2021 4751002

General Ledger Entries

Search

Edit List

Process

Entry

Show Attached

Open in Excel

More options

POSTING DATE ▼	DOCUME... TYPE	DOCUMENT NO. ▼	BILL NO.	G/L ACCOUNT NO.	DESCRIPTION	GEN. POSTING TYPE	GEN. BUS. POSTING GROUP	GEN. PROD. POSTING GROUP	DEBIT AMOUNT	CREDIT AMOUNT	BAL. ACCOUNT TYPE
31/01/2021	Invoice	103036		6230003	Factura 1006	Sale	NAC	VARIOS		145,50	G/L Accou
31/01/2021	Invoice	103036		4770001	Factura 1006					23,28	G/L Accou
31/01/2021	Invoice	103036		4751002	Factura 1006				21,83		G/L Accou
31/01/2021	Invoice	103036		4300001	Factura 1006				146,95		G/L Accou

### 2.4.2 Create a Sales Credit Memo with IRPF

Functionality is the same as sales invoice with IRPF. It means, directly, or you will also have the option to create a sales return with IRPF and from this, create the Credit Memo.

← POSTED SALES CREDIT MEMO | WORK DATE: 28/02/2021 🔍 + 🗑️ ✓ SAVED ✎

## 104006 · Sellafrio S.L.

Credit Memo    Navigate    Print/Send    Show Attached    More options ⓘ

---

**General** Show more

No. ....	104006	Document Date .....	31/01/2021
Customer .....	Sellafrio S.L.	External Document No. ....	
Contact .....	Sr. Mark McArthur	Corrected Invoice No. ....	
Posting Date .....	31/01/2021		

---

**Lines**    Manage    More options 🔍

TYPE	NO.	INCOME TAX RETENTION CODE	CROSS-REFERENCE NO.	DESCRIPTION	RETURN REASON CODE	QUANTITY	UNIT OF MEASURE CODE	UNIT COST (LCY)	UNIT PRICE EXCL. VAT	LINE AMOUNT EXCL. VAT
Item	70062	ALQUILER_19...		NAVE INDUSTRIAL POLIGONO...		1	UDS	2.000,00	250,00	250,00

---

Invoice Discount Amount Excl. VAT .....	7,50	Total Incl. VAT (EUR) .....	281,30
Total Excl. VAT (EUR) .....	242,50	IRPF Total .....	-46,08
Total VAT (EUR) .....	38,80	Total .....	235,22

---

**Invoice Details**

Currency Code .....	...	SII INFORMATION
Department Code .....	CCIAL	Operation Description .....

## IRPF Reports

As sales and purchase documents are posted, an entry is saved into table 'Income Tax. Entries'. It contains information about Income rates, posting date, the vendor or customer code associated, Document Number, base amount, withholding amount, if it is pending or closed and other additional information.

← INCOME TAX ENTRIES | WORK DATE: 28/02/2021 ✎

🔍 Search    Show Attached    📄 Open in Excel 🔍 ☰

ENTRY NO.	VENDOR NO.	CUSTOMER NO.	POSTING DATE	DOCUME... TYPE	DOCUME... NO.	INCOME TAX RETENTION CODE	% INCOME TAX RETENTION	INCOME TAX BASE	AMOUNT TAX RETENTION	OP...	CLOSED AT DATE	INCOME TAX RETENTION KEY	INCOM TAX RETEN SUBKE
2296	01254796		28/01/2021	Invoice	108036	AUTONOMO...	7,00	1.500,00	-105,00	<input type="checkbox"/>	31/01/2021	G	01
2300	30000		28/01/2021	Invoice	108037	AUTONOMO...	15,00	1.000,00	-150,00	<input type="checkbox"/>	31/01/2021	G	01
2307	30000		31/01/2021	Invoice	108038	AUTONOMO...	15,00	1.000,00	-150,00	<input type="checkbox"/>	31/01/2021	G	01
2311	20000		31/01/2021	Invoice	108039	ALQUILER 19	19,00	1.800,00	-342,00	<input type="checkbox"/>	31/01/2021	C	NO CL
2315	20000		31/01/2021	Credit Memo	109003	ALQUILER 19	19,00	-270,00	51,30	<input type="checkbox"/>	31/01/2021	C	NO CL
2319	30000		31/01/2021	Invoice	108040	AUTONOMO...	15,00	150,00	-22,50	<input type="checkbox"/>	31/01/2021	G	01
2323		20000	31/01/2021	Invoice	103035	ALQUILER_19...	19,00	2.425,00	460,75	<input type="checkbox"/>	31/01/2021		
2327		20000	31/01/2021	Credit Memo	104006	ALQUILER_19...	19,00	-242,50	-46,08	<input type="checkbox"/>	31/01/2021		
2331		20000	31/01/2021	Invoice	103036	AUTONOMO...	15,00	145,50	21,83	<input type="checkbox"/>	31/01/2021		
2335	40000		31/01/2021	Invoice	108041	AUTONOMO...	15,00	350,00	-52,50	<input type="checkbox"/>	31/01/2021	G	01
2343	50000		31/01/2021	Invoice	108042	AUTONOMO...	15,00	300,00	-45,00	<input type="checkbox"/>	31/01/2021	G	01
2357	30000		20/02/2021	Invoice	108043	AUTONOMO...	15,00	250,00	-37,50	<input type="checkbox"/>	28/02/2021	G	01

There are several reports that allow get a list of entries, with customer or vendor information and the base and withholding amounts to be declared in the period:

- **Model tax 111:** you must indicate the period of dates. and Income tax code you want to check. If nothing is indicated on this last field, all the entries posted in the period will be listed.

Only entries pending settlement are shown.

EDIT - INCOME TAX REPORT 111

Income Tax Retention Entry

Show results:

Where: % Income Tax Retention is: 15

And: Vendor No. is:

The list is grouped by withholding tax code and vendor. The detail of the entries to be declared in the period with their bases and amounts is displayed.

**Income Tax Report 111** 01/11/2019 20:34

CRONUS España S.A. Page 1

% Income Tax Retention: 15 NUNSYS

Vendor No.	Income Tax Retention Code	Posting Date	Document Type	Document No.	Description	Amount (LCY)	Income Tax Base	% ret.	Amount Tax Retention
% Income Tax Retention		15							
Vendor No.		30000							
30000	AUTONOMO_15	28/01/202	Invoice	108037	Factura 1004	1.010,00	1.000,00	15,00	150,00
30000	AUTONOMO_15	31/01/202	Invoice	108038	Pedido 106028	1.010,00	1.000,00	15,00	150,00
30000	AUTONOMO_15	31/01/202	Invoice	108040	Factura 1007	151,50	150,00	15,00	22,50
30000	AUTONOMO_15	20/02/202	Invoice	108043	Factura 1013	252,50	250,00	15,00	37,50
30000	AUTONOMO_15	28/02/202	Invoice	108044	Factura 1014	252,50	250,00	15,00	37,50
Total for Vendor No. 30000						2.676,50	2.650,00		397,50
Vendor No.		40000							
40000	AUTONOMO_15	31/01/202	Invoice	108041	Factura 1011	353,50	350,00	15,00	52,50
Total for Vendor No. 40000						353,50	350,00		52,50
Vendor No.		50000							

- **Model Tax 190:** as in model 111, the report can be filtered by date period and by IRPF code.

EDIT - INCOME TAX REPORT 190

Income Tax Retention Entry

Show results:

Where: % Income Tax Retention is: 15

And: Vendor No. is:

The report groups the information by IRPF code and vendor.

**Income Tax Report 190** 01/11/2019 20:36

CRONUS España S.A. Page 1

% Income Tax Retention: 15 NUNSYS

Vendor No.	VAT Registration No.	Income Tax Retention Key	Vendor name	Amount (LCY)	Income Tax Base	Amount Tax Retention
% Income Tax Retention		15,00				
30000	69752846A	G	Tecnologías Hacetiempo	2.676,50	2.650,00	397,50
40000	19754876A	G	Muebles Lido	353,50	350,00	52,50
50000	29526749A	G	Electroservicios Barcel.	303,00	300,00	45,00
Total for 15% Income Tax Retention				3.333,00	3.300,00	495,00
TOTAL No. of Vendors3				3.333,00	3.300,00	495,00



## Post Income tax

The IRPF settlement process will allow you to post the IRPF settlement journal entry and mark the IRPF entries as closed.

In the process you must indicate the closing date, the document number, and the settlement accounting account. Entries to be settled can be filtered by posting date and by withholding tax type. The process also requires the posting date. In this case, you must include the period date range you wish to settle.

**Post Income Tax**

**Options**

Closed at Date ..... 31/01/2021

Document No. .... JANUARY SETTLEMENT

Bal. Account Type ..... G/L Account

Bal. Account No. .... 4751001

**Filter: Income Tax Retention Entry**

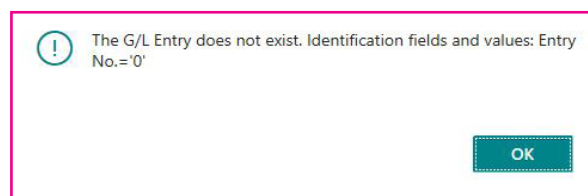
× Posting Date ..... 01/01/21..31/01/21

+ Filter...

**Advanced >**

Schedule... OK Cancel

Please take into account that, in case you insert a fixed date in the posting date field instead of a proper range, the process will only settle the movements registered in that date in case they exist. Otherwise, the system will show the following error message:



The settlement process performs the following tasks:

- Post and generate G/L Entries

H.P., ACREEDORA POR RETENC. | WORK DATE: 28/02/2021 4751001

General Ledger Entries

POSTING DATE	DOCUME. TYPE	DOCUMENT NO.	BILL NO.	G/L ACCOUNT NO.	DESCRIPTION	GEN. POSTING TYPE	GEN. BUS. POSTING GROUP	GEN. PROD. POSTING GROUP	DEBIT AMOUNT	CREDIT AMOUNT	BAL. ACCO TYPE
28/02/2021		LIQ 0221		4751001	Liquidación de documento a p...				37,50		G/L Ai
28/02/2021		LIQ 0221		4751001	Liquidación de documento a p...				37,50		G/L Ai
28/02/2021	Invoice	108044		4751001	Factura 1014					37,50	G/L Ai
20/02/2021	Invoice	108043		4751001	Factura 1013					37,50	G/L Ai
31/01/2021		MOD IRPF E...		4751001	Liquidación de documento a p...				45,00		G/L Ai
31/01/2021		MOD IRPF E...		4751001	Liquidación de documento a p...				52,50		G/L Ai
31/01/2021		MOD IRPF E...		4751001	Liquidación de documento a p...					51,30	G/L Ai
31/01/2021		MOD IRPF E...		4751001	Liquidación de documento a p...				342,00		G/L Ai
31/01/2021	Invoice	108042		4751001	Factura 1012					45,00	G/L Ai

- Marks as closed the IRPF transactions included in the settlement. The settled entries are no longer pending and the closing date field is updated.

The settled entries are no longer considered in reports 111 and 190 and subsequent settlement runs.

In this way, by filtering entries by closing date, information about entries declared in a period is always available.

ENTRY NO.	VENDOR NO.	CUSTOMER NO.	POSTING DATE	DOCUME. TYPE	DOCUME. NO.	INCOME TAX RETENTION CODE	% INCOME TAX RETENTION	INCOME TAX BASE	AMOUNT TAX RETENTION	OP...	CLOSED AT DATE	INCOME TAX RETENTION KEY	INCON TAX RETEN SUBKE
2296	01254796		28/01/2021	Invoice	108036	AUTONOMO...	7,00	1.500,00	-105,00	<input checked="" type="checkbox"/>	31/01/2021	G	01
2300	30000		28/01/2021	Invoice	108037	AUTONOMO...	15,00	1.000,00	-150,00	<input type="checkbox"/>	31/01/2021	G	01
2307	30000		31/01/2021	Invoice	108038	AUTONOMO...	15,00	1.000,00	-150,00	<input type="checkbox"/>	31/01/2021	G	01
2311	20000		31/01/2021	Invoice	108039	ALQUILER 19	19,00	1.800,00	-342,00	<input type="checkbox"/>	31/01/2021	C	NO CL
2315	20000		31/01/2021	Credit Memo	109003	ALQUILER 19	19,00	-270,00	51,30	<input type="checkbox"/>	31/01/2021	C	NO CL
2319	30000		31/01/2021	Invoice	108040	AUTONOMO...	15,00	150,00	-22,50	<input type="checkbox"/>	31/01/2021	G	01
2323		20000	31/01/2021	Invoice	103035	ALQUILER_19...	19,00	2.425,00	460,75	<input type="checkbox"/>	31/01/2021		
2327		20000	31/01/2021	Credit Memo	104006	ALQUILER_19...	19,00	-242,50	-46,08	<input type="checkbox"/>	31/01/2021		
2331		20000	31/01/2021	Invoice	103036	AUTONOMO...	15,00	145,50	21,83	<input type="checkbox"/>	31/01/2021		
2335	40000		31/01/2021	Invoice	108041	AUTONOMO...	15,00	350,00	-52,50	<input type="checkbox"/>	31/01/2021	G	01

An IRPF settlement cannot be undone, you can only adjust the settlement amount through a journal. In no case can you reopen the closed IRPF transactions.

## 2.5. IRPF Models

**IRPF by Nunsys** will allow you to generate the following electronic files:

- **Model 111:** will allow to include IRPF entries associated with vendor withholdings. For the time being, **it is not contemplated to include the amount associated with employee withholdings.**

EDIT - INCOME TAX DISK 111

**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**

Fiscal Year: 2021

Contact Name: Juan Martinez

Month:

Quarter: 1T

- EDIT - INCOME TAX DISK 190

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

Fiscal Year2021

Contact NameJack Nickolson

MODELO190.ASC: Bloc de notas

Archivo Edición Formato Ver Ayuda

11902020777777ACRONUS ESPAÑA S.A. T968968968JUAN C GARCIA 190202000002 00000000000000000000 000000000000

- 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**

---

Fiscal Year	<span>2021</span>
Contact Name	<span>Jim Carrey</span>
Telephone Number	<span>652369285</span>
Declaration Number	<span>000001</span> ✕
Declaration Media Type	<span>Telematic</span> ✓
Replacement Declaration	<input checked="" type="radio"/>
Previous Declaration Number	

MODELO180: Bloc de notas

Archivo	Edición	Formato	Ver	Ayuda
118020217777777ACRONUS ESPAÑA S.A.	T968000222JOSE MARTINEZ	180202100001	00000000000000000001	00000000207
21802021777777A27486327A	ADMINISTRACION DE FINCAS ARDA	461	00000020700019000000000290700001121215445464878	

If the IBAN code is indicated in the Company Information page, it will be reported in the file, so that the tax can be settled.

←

+

✓ SAVED

Company Information

Report

Application Settings

System Settings

Currencies

Codes

Regional Settings

Show Attached

More options

General >

Communication

Show more

EmailHome Page

Payments

Allow Blank Payment Info.

Bank Name

BBVA

CCC Bank No.

1111

CCC Bank Branch No.

2222

CCC Control Digits

33

CCC Bank Account No.

1234567890

CCC No.

11112222331234567890

Bank Branch No.

2222

Bank Account No.

ppal

Payment Routing No.

Giro No.

Payment Days Code

CRONUS ESP

Non-Paymt. Periods Code

CRONUS ESP

SWIFT Code

BBVAXXXX

IBAN

ES2511112222331234567890

Bank Account Posting Group



**960 500 631**

[nunsys.com/irpf-by-nunsys](https://nunsys.com/irpf-by-nunsys)

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