





Create standardized payment files complying the format of the Spanish Factoring Association (Asociación Española de Factoring, AEF)



Use the same file for all banks that accept the AEF format



Save file customization costs for each financial entity

User guide

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01. Introduction

Confirming by Nunsys is an addon app for Microsoft Dynamics 365 Business Central to generate standard confirming payment files, which will simplify the relationship of companies with financial institutions for the management of both national and international payments. The standard confirming file structure has been created by the Spanish Association of Factoring (AEF): www.factoringasociacion.com

Through this standard format, payment orders with the following characteristics may be issued:

- National and international payments
- Payments corresponding to the different product modalities (Standard, Early Payment or Other)
- Extensions of the charge may be managed at the expiration of the invoices

Financial entities that are part of AEF:



02. Settings

For the correct use of the solution **Confirming by Nunsys** in Microsoft Dynamics 365 Business Central, it is compulsory to configure the system to generate the file with all the fields correctly informed. These may be considered as Mandatory (S or N) or Conditional (C).

The different configurations regarding the mandatory and conditional fields that we must consider when generating a confirming file are detailed below.

These fields can be grouped according to the following criteria:

2.1. Company information

Identify the information of your company, which should appear in the “company information” window of Business Central in the confirming file.

- Name of your company
- VAT Registration No. of your company

Company Information

Navigation icons: back, edit, add, delete, save, and a small icon.

General

Name	My company	Country/Region Code	ES	CNAE Description	Distribución muebles
Address	Avenida Aragón, 5	Contact Name	Iker Tirado	Picture	
Address 2	Centro Negocios	Phone No.	91-2229788		
City	Madrid	VAT Registration No.	B97929552		
Post Code	28023	GLN			

Communication >

* Payments >

Shipping >

System Indicator >

User Experience >

2.2. Your Bank Account

Refers to the confirming contract number, which should appear in the file. It must be indicated in the Bank Account Card of the bank or banks through which we want to make payments by confirming.

- Confirming contract number

BANK ACCOUNT CARD | WORK DATE: 7/18/2019

✓ SAVED

AHORROS · Banco Olimpia

Contract No. field is not configured. This field is required to export confirmation files

Report Bank Account Navigate More options

General > Banco Olimpia 0.00

Communication >

Posting > 0.00 AHORROS

Cartera > 0.00

Transfer > ES9000246912501234567891

Confirming

Contract No. 1345112121125523355

2.3. Vendor

These fields detail the information of the vendor who is receiving the payment, which should appear in the file. It is important that this information is accurate and up to date, because the bank will use it to generate letters or e-mails to inform the vendor through the official confirming procedure. You must indicate in the Vendor Card of the vendors to whom we want to make payments by confirming.

- Vendor name
- Vendor VAT Registration No.

VENDOR CARD | WORK DATE: 7/18/2019

✓ SAVED

50000 · Nod Publishers

Process Request Approval New Document Navigate Vendor Actions Navigate Report Filter options

General

No. 50000 Balance (S/C) 10,000.00

Name Nod Publishers Balance Due (S/C) 10,000.00

Blocked Document Sending Profile

Primary Blocked Search Name NOD PUBLISHERS

Last Date Modified 5/22/2019 IC Partner Code

Address & Contact

ADDRESS

Address Waterloo Place, 2-4

Address 2 Waterly Gate

City Alcorcón/Alcorcón

Post Code 28003

Country/Region Code ES

CONTACT

Primary Contact Code

Contact Francisco Martin

Phone No.

Email francisco.martin@nodpub.com

Home Page

Our Account No.

Invoicing

VAT Registration No. 2652074954

Price Including VAT

GLN

POSTING DETAILS

Pay to Vendor No.

Gen. Bus. Posting Group NAC

Invoice Disc. Code 0000

VAT Bus. Posting Group NAC

Vendor Posting Group NAC

FOREIGN TRADE

Currency Code

Payments > PA SAVES

Receiving >

Confirming

Payment method Transfer

Vendor Type

ABA Code

Invoicing

- Vendor address
- Vendor city
- Vendor Post code (only mandatory for national payments)
- Vendor country (ISO 3166 code)
- Vendor Email
- Payment Method ("T" = Transfer; "C" = Check). By default the value of this field will be "T" for all vendors.

2.4. Vendor Bank Account

They collect the bank details of the vendor to be paid, which must appear in the file. In most cases they are conditional fields, whose obligation will depend on the type of confirming. You must indicate in the file of the vendors to whom we want to make payments by confirming.

- IBAN (only mandatory for national transfer payments)
- BIC / SWIFT code (only mandatory for international transfer payments)
- International payments account (for international payments outside the SEPA zone)
- Country code (ISO 3166 code)

VENDOR BANK ACCOUNT CARD | WORK DATE: 7/18/2019

✓ SAVED

P00020 · P00020 · BEDE

General

Code

P00020

X

Name

BEDE

Address

Address 2

Post Code

28001

...

City

Madrid

...

County

Madrid

Country/Region Code

ES

▼

Phone No.

Contact

Currency Code

▼

Transit No.

Use For Electronic Payments

Communication >

Transfer

CCC Bank No.

7100

CCC Bank Branch No.

3050

CCC Control Digits

05

CCC Bank Account No.

3091230000

CCC No.

71003050053091230000

SWIFT Code

BBVAESMMXXX

▼

IBAN

ES7100302053091234567895

Bank Clearing Standard

▼

Bank Clearing Code

2.5. Payment Order

In the header of the payment order, the type of confirming and the location of the payment will be indicated:

- Standard / Early Payment / Other (it is not a mandatory field, by default it will appear blank)
- Payment location: National payments, International payments and International payments outside the SEPA zone (its default value is "National payments")

← PAYMENT ORDERS | WORK DATE: 7/18/2019 ✓ SAVED

OP-0022 CONFIRMING P/P SANTANDER

Process Report Actions Navigate Fewer options

Post... Post and Print... Export to File Navigate Payment Orders Maturity

General

No. Amount (LCY)

Bank Account No. Export Electronic Payment ☐

Bank Account Name CONFIRMINGS

Posting Date Export confirming ☐

Currency Code Type payment

Amount Payment location

Lines | Docs. ☐

DOCUME... TYPE	DUE DATE	EXTEND DATE	PAYMENT METHOD CODE	DOCUME... NO.	NO.	DESCRIPTION	CUST./VEN... BANK ACC. CODE	REMAINING AMOUNT
Invoice	8/15/2019		BANCO	108216	1	Factura 108216	P00020	15,372.49
Bill	9/30/2019		PAGARE	108215	1	Efecto 108215/1	BANCO01	5,368.91

Payment File Errors ☐

ERROR TEXT

(There is nothing to show in this view)

Pmt Orders Analysis Fact Box

Currency Code

No. of Documents

Amount

Amount (LCY)

Notes ☐

(There is nothing to show in this view)

* By default, all payment orders are created with national location, and the field "Standard / Early Payment / Other" assigned to blank.

2.6. ISO Codes

Information about "Currency Codes" and "Country Codes" must be done through the ISO codes, so it will be necessary to have them previously configured in their respective lists:

← COUNTRIES/REGIONS | WORK DATE: 7/18/2019

Search + New Edit List Delete Custom Address Format Open in Excel More options

CODE	NAME	ISO CODE	ISO NUMERIC CODE	ADDRESS FORMAT	CONTACT ADDRESS FORMAT	COUNTRY NAME	EU COUNTRY/REGI CODE	INTRASTAT CODE	VAT SCHEME
AE	Emi. Árabes Unidos	AE	784	City+Post Code	After Company...				
AT	Austria	AT	040	Blank Line+Post...	After Company...		AT	AT	AT:VAT
AU	Australia	AU	036	City+Country+P...	After Company...				

← CURRENCIES | WORK DATE: 7/18/2019

Search + New Edit List Delete Edit View Process Exchange Rate Service Open in Excel More options

CODE	DESCRIPTION	ISO CODE	ISO NUMERIC CODE	EXCHANGE RATE DATE	EXCHANGE RATE	EMU CURF	REALIZED GAINS ACC.	REALIZED LOSSES ACC.	UNREALIZED GAINS ACC.	UNREALIZED LOSSES ACC.	AMOUNT ROUNDING PRECISION	AMOUNT DECIMAL PLACES	INVOICE ROUNDING PRECISION
AED	Dirham Emi. Ára...	AED	784	1/1/2017	0.362037	<input type="checkbox"/>	7681001	6681001			0.01	2.2	0.25
AUD	Dólar australiano	AUD	036	1/1/2017	0.531231	<input type="checkbox"/>	7681001	6681001			0.01	2.2	0.01
BGN	Leva búlgaro	BGN	975	1/1/2017	0.48957	<input type="checkbox"/>	7681001	6681001			0.01	2.2	0.01

For “Local Currency” (DL), which in Spain is the Euro, the ISO code must be reported in the General Ledger Setup card.

03. Business Functionality

Creating the confirming files is a process similar to the creation of any other bank payment file from a payment order.

On the ribbon of a payment order, by clicking on the “Confirming” button, a new file will be created.

Payment orders for which a confirming file has been generated will be identified through the "Export confirming" field.

The process flow to create, register and settle a confirming payment order is identical to that followed with any other payment order:

- Create the order
- Insert documents to pay.
- Create the file.
- Register the payment order.
- Liquidate the registered order.

04. Error Log Control

This functionality guarantees that the generated file contains all the reported mandatory fields. Otherwise, it will notify us and detail those errors to solve them and create the file with the necessary information.

The screenshot shows the 'OP-0022 CONFIRMING P/P SANTANDER' form. The 'General' section contains the following data:

Field	Value
No.	OP-0022
Amount (LCY)	20,741.40
Bank Account No.	CPPBSAN
Bank Account Name	CONFIRMING P/P SANTANDER
Posting Date	8/5/2019
Currency Code	
Amount	20,741.40

An error message box is displayed in the center: "Errors have occurred, correct them before generating the confirming file". The right sidebar shows the 'Payment File Errors' section with the message: "ERROR TEXT (There is nothing to show in this view)". Below it is the 'Pmt Orders Analysis Fact Box' with the following data:

Field	Value
Currency Code	
No. of Documents	2
Amount	20,741.40
Amount (LCY)	20,741.40

The screenshot shows the 'OP-0022 CONFIRMING P/P SANTANDER' form. The 'General' section contains the following data:

Field	Value
No.	OP-0022
Amount (LCY)	20,741.40
Bank Account No.	CPPBSAN
Bank Account Name	CONFIRMING P/P SANTANDER
Posting Date	8/5/2019
Currency Code	
Amount	20,741.40

The 'Payment File Errors' section is highlighted with a blue box and a blue arrow pointing to it. It contains the message: "ERROR TEXT You must indicate field IBAN, for vendor b...". The 'Pmt Orders Analysis Fact Box' is also visible with the following data:

Field	Value
Currency Code	
No. of Documents	2
Amount	20,741.40
Amount (LCY)	20,741.40

05. Data dependent on your financial entity

There are some fields that, without being mandatory in the standard confirming model, can be requested by financial institutions:

- Extension date / Deferral / Charge
- ABA Code
- Vendor type
- On behalf of

The field "Extension date / Deferral / Charge" can be informed manually in documents in 'Cartera'.

PAYABLES DOCS | WORK DATE: 7/18/2019

Search Edit List Navigate Documents Maturity Open in Excel More options

Options

Category Filter

DOCUME... TYPE	COLLECT... AGENT	ACCEPTED	DUE DATE	EXTEND DATE	PAYMENT METHOD CODE	CODE	DESCRIPTION	CUST./VEN... BANK ACC. CODE	REMAINING AMOUNT	CATEGORY CODE	TRANSFER TYPE	E
Bill	Direct	Not Required	4/13/2019	8/31/2019	PAGARE	+ New	Select from full list	JEE	674.81		National	
Bill	Direct	Not Required	5/6/2019	8/31/2019	PAGARE	108197	2	Bill 108197/2	BEE	1,060.70	National	
Invoice	Direct	Not Required	5/8/2019		PAGARE	108211	1	Factura 108211	BANCO01	3,480.00	National	
Invoice	Direct	Not Required	5/8/2019		BANCO	108212	1	Factura 108212	BANCO01	1,160.00	National	
Invoice	Direct	Not Required	5/8/2019		BANCO	108213	1	Factura 108213	P00020	69,600.00	National	
Bill	Direct	Not Required	5/8/2019		PAGARE	A	1	Madrid Capital S.A	P00020	100,000.00	National	
Bill	Direct	Not Required	5/8/2019		PAGARE	B	2	Madrid Capital S.A	P00020	83,422.68	National	
Bill	Direct	Not Required	5/12/2019		PAGARE	108205	2	Bill 108205/2	BEE	4,573.97	National	
Bill	Direct	Not Required	5/13/2019		PAGARE	108206	2	Bill 108206/2	BEE	368.08	National	

It is also possible to report these dates, directly from the payment order.

PAYMENT ORDERS | WORK DATE: 7/18/2019

OP-0022 CONFIRMING P/P SANTANDER

Process Report Actions Navigate Fewer options

Posting Navigate Payment Orders Maturity Confirming

General

No. OP-0022 Amount (LCY) 20,741.40

Bank Account No. CPBSAN Export Electronic Payment

Bank Account Name CONFIRMING P/P SANTANDER CONFIRMINGS

Posting Date 8/5/2019 Export confirming

Currency Code Type payment

Amount 20,741.40 Payment location Local payment

Lines Docs.

DOCUME... TYPE	DUE DATE	EXTEND DATE	PAYMENT METHOD CODE	DOCUME... NO.	NO.	DESCRIPTION	CUST./VEN... BANK ACC. CODE	REMAINING AMOUNT
Invoice	8/15/2019	8/30/2019	BANCO	108216	1	Factura 108216	P00020	15,372.49
Bill	9/30/2019		PAGARE	108215	1	Efecto 108215/1	BANCO01	5,368.91

Payment File Errors

ERROR TEXT

(There is nothing to show in this view)

Pmt Orders Analysis Fact Box

Currency Code

No. of Documents 2

Amount 20,741.40

Amount (LCY) 20,741.40

Notes

(There is nothing to show in this view)

Regarding the “ABA Code”, “Vendor type” and “On behalf of” fields, in the event that a certain financial entity demands that it be informed in the confirming file, it can be setup in the Vendor Card.

VENDOR CARD | WORK DATE: 7/18/2019

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✓ SAVED

P00020 · Madrid Capital S.A

Process

Request Approval

New Document

Navigate

Vendor

Actions

Navigate

Report

Fewer options

General >

Madrid Capital S.A

Address & Contact >

28003

kaiko@gmail.com

Invoicing >

Payments >

1M(BD)

BANCO

Receiving >

Confirming

Payment method

Transfer

Vendor Type

ABA Code

In represent



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