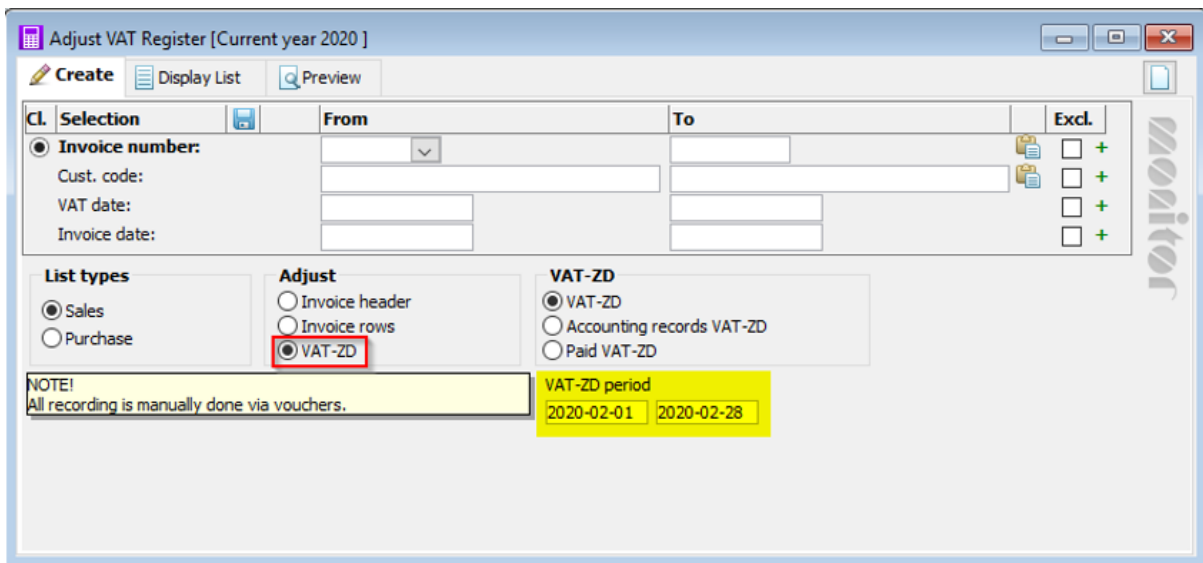


Bad debts/VAT-ZD

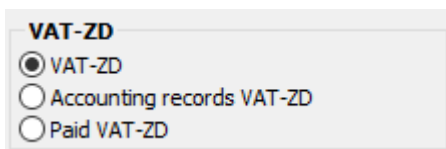
This a description of how to handle bad debts in MONITOR G4. Please note! All recording regarding bad debts has to be done manually.

Adjust VAT Register

Bad debts in Monitor G4 are handled in the Adjust VAT Register procedure. In both list types, Sales and Purchase, you find a new option under Adjust called VAT-ZD. The date that you choose (highlighted in yellow) is the VAT period that is reported in JPK_V7M. For example, in February you choose January since this is the period you want to report.



VAT-ZD



In this list you see all invoices that have passed the due date with 90 days or more within the selected VAT-ZD period.

| Cust.code | Customer | Invoice | Order | Invoice date | Due date | Days | Net | VAT | VAT-ZD |
|-----------|------------|---------|-------|--------------|------------|------|-----------|----------|--------------------------|
| 9822 | Legomek AB | 10528 | 734 | 2019-08-19 | 2019-09-18 | 135 | 4 500,00 | 1 035,00 | <input type="checkbox"/> |
| | | 10530 | 738 | 2019-08-19 | 2019-09-18 | 135 | 6 000,00 | 1 380,00 | <input type="checkbox"/> |
| | | 10527 | 731 | 2019-08-19 | 2019-09-18 | 135 | 6 000,00 | 1 380,00 | <input type="checkbox"/> |
| | | 10529 | 736 | 2019-08-19 | 2019-09-18 | 135 | 3 000,00 | 690,00 | <input type="checkbox"/> |
| | | | | | | | 19 500,00 | 4 485,00 | |

Check the VAT-ZD box for the invoices you want to report as bad debts in the V7M-report.

| VAT-ZD during the VAT period: 2020-01-01 - 2020-01-31 | | | | | | | | |
|---|------------|--------------|------------|--------|-----------|----------|-------------------------------------|------------|
| Cust.code | Customer | Invoice date | Due date | Days ▲ | Net | VAT | VAT-ZD | |
| 9822 | Legomek AB | | | | | | | |
| 10528 | 734 | 2019-08-19 | 2019-09-18 | 135 | 4 500,00 | 1 035,00 | <input checked="" type="checkbox"/> | 2020-01-31 |
| 10530 | 738 | 2019-08-19 | 2019-09-18 | 135 | 6 000,00 | 1 380,00 | <input type="checkbox"/> | |
| 10527 | 731 | 2019-08-19 | 2019-09-18 | 135 | 6 000,00 | 1 380,00 | <input type="checkbox"/> | |
| 10529 | 736 | 2019-08-19 | 2019-09-18 | 135 | 3 000,00 | 690,00 | <input type="checkbox"/> | |
| | | | | | 19 500,00 | 4 485,00 | | |

You can also include all invoices at the same time by using Find and Replace.

Find and Replace dialog box showing search criteria and the 'Replace all' button highlighted with a red arrow.

It is very important that you save the list after you have included the invoices you want to report.

Accounting records VAT-Z

After saving the list, go to Accounting records VAT-ZD.

VAT-ZD selection menu with 'Accounting records VAT-ZD' selected.

Here you see the invoices you have saved and they will now be transferred to the JPK_VAT report as bad debts. You get a total sum of VAT and Net, which can be used as basis for the manual voucher in the accounting.

Adjust VAT Register [Current year 2020]

Create Display List Preview

Accounting records for VAT-ZD during the VAT period: 2020-01-01 - 2020-01-31

| Cust.code | Customer | Invoice date | Due date | Days | Net | VAT | VAT-ZD |
|---------------|------------|--------------|------------|------|------------------|-----------------|------------|
| Invoice | Order | | | | | | |
| 9822 | Legomek AB | | | | | | |
| 10527 | 731 | 2019-08-19 | 2019-09-18 | 135 | 6 000,00 | 1 380,00 | 2020-01-31 |
| 10528 | 734 | 2019-08-19 | 2019-09-18 | 135 | 4 500,00 | 1 035,00 | 2020-01-31 |
| 10529 | 736 | 2019-08-19 | 2019-09-18 | 135 | 3 000,00 | 690,00 | 2020-01-31 |
| 10530 | 738 | 2019-08-19 | 2019-09-18 | 135 | 6 000,00 | 1 380,00 | 2020-01-31 |
| | | | | | 19 500,00 | 4 485,00 | |
| Total: | | | | | 19 500,00 | 4 485,00 | |

Paid VAT-Z

VAT-ZD

VAT-ZD

Accounting records VAT-ZD

Paid VAT-ZD

Invoices that have been reported as bad debt in a previous month and that have been paid during this period, will appear in the list Paid VAT-ZD.

These paid invoices will automatically be reported in JPK_V7M. However, the manually created voucher will not be automatically reversed. You must create a new manual voucher for this.

Adjust VAT Register [Current year 2020]

Create Display List Preview

Accounting records for paid VAT-ZD during the VAT period: 2020-02-01 - 2020-02-28

| Cust.code | Customer | Invoice date | Due date | Days | Net | VAT | VAT-ZD | Paid-in-full date |
|---------------|------------|--------------|------------|------|------------------|-----------------|------------|-------------------|
| Invoice | Order | | | | | | | |
| 9822 | Legomek AB | | | | | | | |
| 10527 | 731 | 2019-08-19 | 2019-09-18 | 135 | 6 000,00 | 1 380,00 | 2020-02-13 | |
| 10528 | 734 | 2019-08-19 | 2019-09-18 | 135 | 4 500,00 | 1 035,00 | 2020-02-13 | |
| | | | | | 10 500,00 | 2 415,00 | | |
| Total: | | | | | 10 500,00 | 2 415,00 | | |