Global 3000
Service Pack Note

GL Journal Import - Tax Details

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Project	ZG60_000215.docx	
Version	1.0	1 of 5

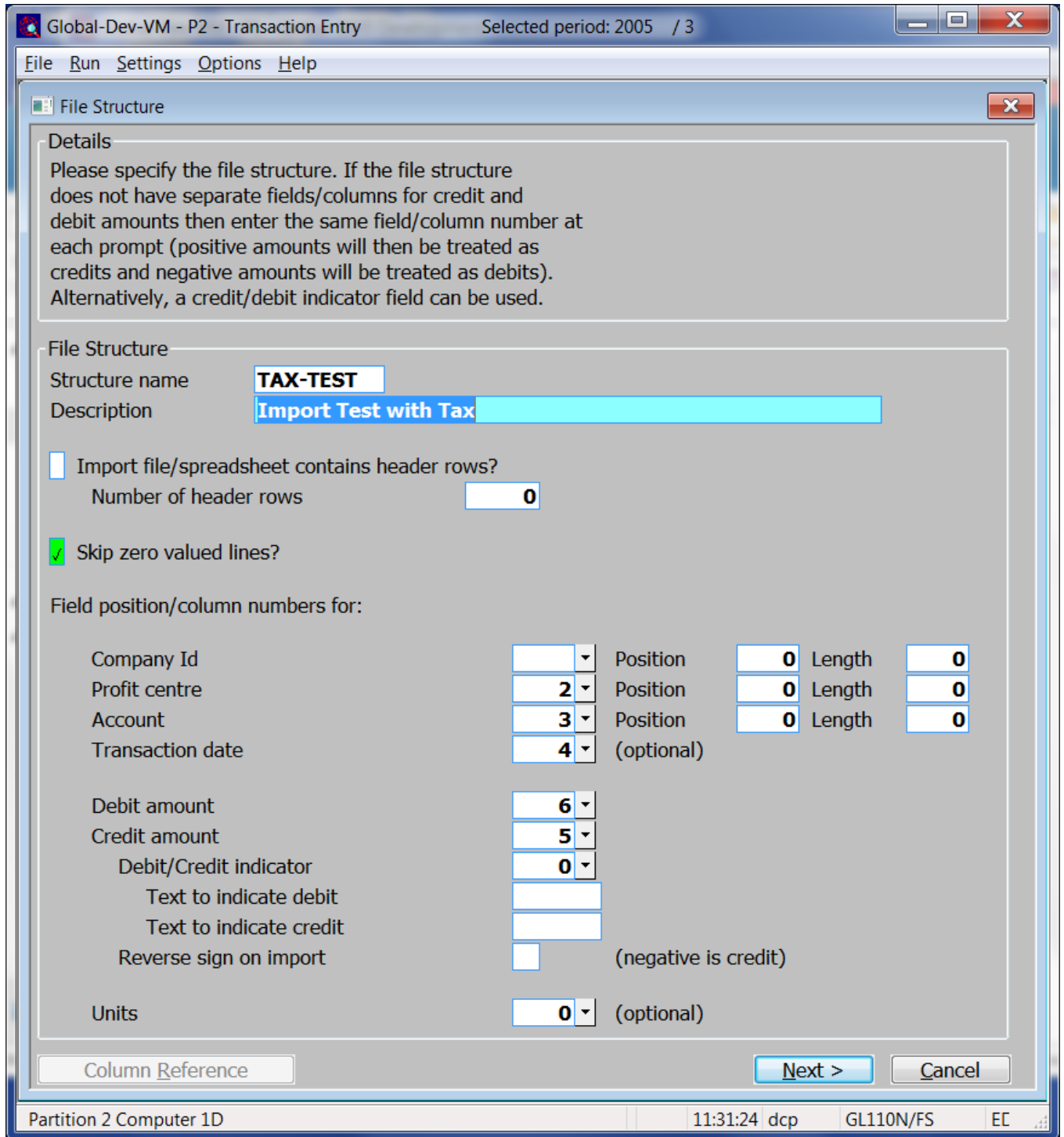**INTRODUCTION**

This service pack provides the ability to include tax details when importing GL journals.

The changes introduce three new items to the file structure definition. The new items (labelled 'Tax class', 'Tax code' and 'Tax reference') can be used to supply Tax details when importing transactions.

DOCUMENTATION CHANGES

Import File Structure Window

Next > Press this to complete your responses and move on to the 'Import File Structure – Further Details' window

Import File Structure – Further Details Window

Purpose	This window enables you to specify the location of the further details within the file to be imported.

The prompts are:

Field position/column number for narrative	Set this to the numerical field position (within a line) or column number (if importing from a spreadsheet) in which the narrative is located. If you do not wish to import this item leave this set to zero.
Field position/column number for reference/comment 1	Set this to the numerical field position (within a line) or column number (if importing from a spreadsheet) in which the first reference/comment is located. If you do not wish to import this item leave this set to zero.
Field position/column number for reference/comment 2	Set this to the numerical field position (within a line) or column number (if importing from a spreadsheet) in which the second reference/comment is located. If you do not wish to import this item leave this set to zero.

Please note	When the narrative and references are imported they are truncated to a maximum size of 30 characters.

Field position/column number for 1st analysis code	Set this to the numerical field position (within a line) or column number (if importing from a spreadsheet) in which the first analysis code is located. If you do not wish to import this item leave this set to zero.
Field position/column number for 2nd analysis code	Set this to the numerical field position (within a line) or column number (if importing from a spreadsheet) in which the second analysis code is located. If you do not wish to import this item leave this set to zero.
Field position/column number for Tax class	*(Optional).* Set this to the numerical field position (within a line) or column number (if importing from a spreadsheet) in which the Tax class is located. It must be one of the following two character codes and indicates that the journal amount is to be included in the tax return.

- AV (Domestic and Oversea Sales VAT - Box 1)

- BV (Domestic and Overseas Purchase VAT - Box 4)

- CV (EC Sales VAT - Box 1)

- DV (EC Purchase VAT - Box 4)

- EV (EC Acquisition VAT - Box 2)

- AN (Domestic and Overseas Sales Net - Box 6)

- BN (Domestic and Overseas Purchase Net – Box 7)

- CN (EC Sales Net – Boxes 6 and 8)

- DN (EC Purchase Net – Boxes 7 and 9)

- NC (No Tax Class)

Field position/column number for Tax code	*(Optional, but mandatory if the line contains a valid Tax class).* Set this to the numerical field position (within a line) or column number (if importing from a spreadsheet) in which the Tax code is located.
Field position/column number for Tax reference	*(Optional, ignored if there is no Tax Class).* Set this to the numerical field position (within a line) or column number (if importing from a spreadsheet) in which the Tax reference is located.

The buttons are:

Column reference	This button is available at all field position/column number prompts. It allows you to enter a spreadsheet column reference (e.g. 'A', 'B' etc.) which will then be automatically converted to a numeric column number.
Back>	Press this to complete your responses and return to the preceding window.