

# ONESOURCE INDIRECT TAX INTEGRATION FOR ORACLE 12

## ORDER TO CASH USER'S GUIDE

VERSION 5.6.2.2



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# ABOUT THIS GUIDE

## USING THE ONESOURCE INDIRECT TAX INTEGRATION FOR ORACLE 12 ORDER TO CASH (O2C)

If you are using Oracle 12, you can use the ONESOURCE Indirect Tax Integration software to connect your Oracle Receivables and Oracle Order Management modules with ONESOURCE Indirect Tax Determination. This integration with Determination delivers the following key benefits:

- Fast and accurate tax results for sales, use, consumers use, and value-added tax (VAT) transactions.
- A complete audit database from which you can generate both standard and custom reports.
- Flexible configuration that allows you to work within your business requirements.

Once your organization installs the Integration, your Oracle 12 Receivables/Order Management implementation can leverage the full set of calculation, auditing, and reporting features of Determination.

This guide is intended for use by order management personnel, accounting professionals and tax professionals who use Determination to determine transaction tax for sales and invoice transactions from Oracle Receivables and Oracle Order Management.

## HOW THIS GUIDE IS ORGANIZED

This guide contains the following chapters:

- **CONFIGURING ONESOURCE INDIRECT TAX INTEGRATION PROFILE OPTIONS (page 3)**
- **ORDER MANAGEMENT TAX CALCULATIONS (page 13)**
- **RECEIVABLES TAX CALCULATIONS (page 37)**
- **TAX RATE CODES AND GENERAL TAX ACCOUNTS (page 75)**

## STYLE CONVENTIONS

This section describes the styles used in this document.

**Bold** text indicates commands, most User Interface elements (pages, windows, menu items, buttons, and so on), and values that can be selected from the User Interface.

*Italic* text indicates user input, file and directory names, user names, and web sites.

**Courier** text indicates command-line or text file input.



The Note icon indicates suggestions or additional, detailed information.



The Exclamation mark indicates important text that should be carefully reviewed before proceeding.

# CONFIGURING ONESOURCE INDIRECT TAX INTEGRATION PROFILE OPTIONS

Oracle profile options are configurable options that affect the way your Oracle application looks and behaves. You can configure ONESOURCE Indirect Tax Integration profile options in Oracle so your transactions meet your business requirements. You can set them at various levels depending on how you want applications to respond to users, including:

- Site level
- Application level
- Organization level
- Responsibility level
- User level

**NOTE**

For a complete list with detailed information and recommended settings about configuring ONESOURCE Indirect Tax Integration profile options, see the *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide*.

For more information about Oracle profile options, see the Oracle documentation.

This chapter describes the following:

- **CONFIGURING PROFILE OPTIONS (this page)**
- **SETTING EBTAZ: SABRIX TAX ACCOUNTING LEVEL (page 9)**
- **SETTING EBTAZ: SABRIX CALCULATE ORDER MANAGEMENT DOCUMENT TAX (page 12)**

## CONFIGURING PROFILE OPTIONS

The following profile options were created during the installation of the ONESOURCE Indirect Tax Integration and are configured in Oracle.

To set profile options:

1. Select the **System Administrator** responsibility.
2. Navigate to **Profile > System** and click **Open**.
3. Enter **%Sabrix%** in the **Profile** field and click **Find**.

4 | **CONFIGURING ONESOURCE INDIRECT TAX INTEGRATION PROFILE OPTIONS**  
**CONFIGURING PROFILE OPTIONS**

4. The table below lists the profile options for the Integration O2C flow. Record your own choices in the **Your Value** column:

Profile Options Required for the Order to Cash Flow		
Profile Option	Set To	Your Value
<b>eBTax: Sabrix AR Audit On Complete</b>	<p>Set to one of the following for AR:</p> <ul style="list-style-type: none"> <li>• Yes: AR Transactions are sent to Audit only when the AR transaction has been completed and has status of 'Complete.'</li> <li>• No: AR Transactions are sent to Audit during the Determination tax call (usually when transaction is saved).</li> <li>• <i>NULL</i>: value defaults to No.</li> </ul>	
<b>eBTax: Sabrix Allow order to book with Severity 2 error</b>	<ul style="list-style-type: none"> <li>• No: The sales order will be prevented from booking until the severity 2 issue is resolved.</li> <li>• Yes: The sales order can be booked and fulfilled in spite of a severity 2 error. The error will need to be resolved before invoicing can occur, but it will not hold up the order processing cycle.</li> </ul> <p><b>Note:</b> The sales order must be 'Booked' a second time in order for the order to be 'Booked' with a Severity 2 error such as <i>Unknown Sabrix Company</i>.</p>	
<b>eBTax: Sabrix Allow Sabrix Table Truncate</b>	<ul style="list-style-type: none"> <li>• Yes: The 'Sabrix Log Maintenance' concurrent program will process the 'PURGE' action, and purge the records in the SABRIX_LOG table according to the specified parameters.</li> <li>• No: The 'Sabrix Log Maintenance' concurrent program will not process the 'PURGE' action.</li> <li>• <i>NULL</i>: value defaults to No.</li> </ul>	
<b>eBTax: Sabrix Calculate OM Document Tax</b>	<p>When the tax event is set to booking, set to one of the following for OM performance:</p> <ul style="list-style-type: none"> <li>• Yes: OM Transactions sent to Determination for a tax call is 'Document at a Time' instead of line by line. Only valid if on Oracle OM 12.1.3.</li> <li>• No: Each sales order line will make a tax call via eBTax to Determination.</li> <li>• <i>NULL</i>: value defaults to No.</li> </ul> <p><b>Note:</b> If on Oracle 12.1.3 environment and have OM patched to the equivalent level as 12.2.x set to No. For more information, see <i>SETTING EBTAX: SABRIX CALCULATE ORDER MANAGEMENT DOCUMENT TAX</i> (page 12).</p>	

Profile Options Required for the Order to Cash Flow		
Profile Option	Set To	Your Value
eBTax: Sabrix Company	<p><b>This is a required setting.</b></p> <p>A value that maps <b>exactly</b> to an External Company ID set in Determination for the desired company. This option can be set multiple times (by operating unit responsibility) depending on the complexity of your configuration. You must choose one of the options below:</p> <ul style="list-style-type: none"> <li>The External Company ID in Determination must be identical to the Oracle accounting flexfield balancing segment.</li> <li><i>BALANCE_SEGMENT</i> or <i>SEGMENT*_VALUE</i> functionality ONLY applies to P2P. For more information, see "Multiple Company Segments for a Single AP Invoice" in the <i>ONESOURCE Indirect Tax Integration for Oracle 12 Procure to Pay User's Guide</i>.</li> </ul> <p>For the other ONESOURCE Indirect Tax Integration your company is using, this field needs to be set at the Application level. This would include Order Management, Receivables, Purchasing and Payables.</p>	
eBTax: Sabrix Compress Tax Lines	<p>To summarize tax results instead of displaying detailed tax and distribution lines for U.S. transactions.</p> <ul style="list-style-type: none"> <li><i>Yes</i>: Tax results for each item line are compressed/summed into a single tax and distribution line.</li> <li><i>No</i>: Tax results for each item line will have multiple tax lines and distributions if multiple tax blocks are returned by <i>ONESOURCE Determination</i>.</li> <li><i>NULL</i>: value defaults to <i>No</i></li> </ul>	
eBTax: Sabrix Customer Number Source	<p>Set to one of the following:</p> <ul style="list-style-type: none"> <li><i>Party</i>: Oracle Party Number and Oracle Party Name to be passed as the <b>Customer Number</b> and <b>Customer Name</b> fields, respectively, when setting up Determination Customer Exemption Certificates based on Oracle R12 functionality.</li> <li><i>Customer</i>: Oracle Customer Account Number and Oracle Account Description to be passed as the <b>Customer Number</b> and <b>Customer Name</b> fields, respectively, when setting up Determination Customer Exemption Certificates for Oracle R11i backward compatibility.</li> <li><i>Null</i>: Value defaults to Oracle Party Number and Party Name.</li> </ul>	

Profile Options Required for the Order to Cash Flow		
Profile Option	Set To	Your Value
eBTax: Sabrix Debug Level	<p>Set to one of the following:</p> <ul style="list-style-type: none"> <li>• <i>ALL</i> to write all debug messages.</li> <li>• <i>XML</i> to write only XML messages.</li> </ul> <p><b>Note:</b> In order to generate the Sabrix XML Report or Sabrix Log Report, the profile option must be set to either <i>ALL</i> or <i>XML</i> prior to executing a transaction.</p> <ul style="list-style-type: none"> <li>• <i>OFF</i> to not write messages.</li> <li>• <i>USER</i> to write all debug messages.</li> <li>• <i>WARNING</i> to write non-severe warning messages.</li> <li>• <i>TIMING</i> to write procedure entry and exit messages for AP transactions only in the <i>SABRIX_LOG</i> table.</li> </ul>	
eBTax: Sabrix Disable Tax Flow Creation	<p>Set to one of the following for automatic creation of Tax to Rate flows:</p> <ul style="list-style-type: none"> <li>• <i>Yes</i>: Disables Automatic Tax Flow Creation from existing tax flow including Source tax flows associated to an ERP Tax Code. Transactions will error with no tax code found message.</li> <li>• <i>No</i>: Enables creating automatic tax flows.</li> <li>• <i>NULL</i>: value defaults to <i>No</i></li> </ul> <p><b>NOTE:</b> In order to suppress Source Flow creation the Profile Option eBTax: Sabrix Disable Tax Flow Creation must be set to 'Yes' prior to running the <i>sabrix_insert_config.sh</i> script.</p>	
eBTax: Sabrix Enable Persistent Connection	<p>Set to one of the following:</p> <ul style="list-style-type: none"> <li>• <i>Yes</i>: Enables persistent connection.</li> <li>• <i>No</i>: Does not enable persistent connection</li> <li>• <i>NULL</i>: value defaults to <i>No</i></li> </ul> <p><b>Note:</b> Set to <i>No</i> or leave null value when using <i>ONESOURCE Integration for Oracle</i> connected to <i>ONESOURCE Determination</i> in a Cloud environment.</p>	

Profile Options Required for the Order to Cash Flow		
Profile Option	Set To	Your Value
eBTax: Sabrix Enable Tax Calculation ByPass	<p>Set to one of the following to enable bypassing tax calculation:</p> <ul style="list-style-type: none"> <li>Yes: Allows bypassing tax calculation for online tax calculations. No tax will be calculated on the transactions.</li> <li>No: Does not allow bypassing tax calculation for online tax calculations. Tax will be calculated on the transactions.</li> <li>NULL: value defaults to No</li> </ul> <p><b>Note 1:</b> Yes setting has to be used in conjunction with BypassCalc User Exit to not have tax calculated. For more information, see "BYPASSING TAX CALCULATIONS" in the <i>ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide</i>.</p> <p><b>Note 2:</b> Yes setting takes precedence over existing profiles (i.e. eBTax: Sabrix Calculate Tax on Purchase Orders and eBTax: Sabrix O2C Tax Calculation)</p>	
eBTax: Sabrix Hosted Unique Identifier	<ul style="list-style-type: none"> <li>Any non-null value.</li> <li>Used to pre-pend to the External_Company_ID in the Sabrix_Invoice table, making the External_Company_ID unique across all Determination companies in a cloud environment.</li> <li>The value will be reflected in the INDATA XML.</li> <li>There is no default.</li> </ul>	
eBTax: Sabrix O2C Tax Calculation	<ul style="list-style-type: none"> <li>AR ONLY: Tax is not calculated for OM transactions.</li> <li>AR_OM: Tax is calculated for both OM and AR transactions.</li> <li>OFF: Tax is <b>not</b> calculated for either OM or AR transactions.</li> <li>Null: Value defaults to AR_OM.</li> </ul>	
eBTax: Sabrix Set HTTP Header SOAP Action	<ul style="list-style-type: none"> <li>Yes: The SOAP Action is set in the HTTP header.</li> <li>No: The SOAP Action is not set in the HTTP header.</li> <li>Null: Defaults to No.</li> </ul>	

Profile Options Required for the Order to Cash Flow		
Profile Option	Set To	Your Value
<b>eBTax: Sabrix System Print Structure</b>	<p>This profile option is used in conjunction with <b>eBTax: Sabrix Debug Level</b>.</p> <ul style="list-style-type: none"> <li>To print data structures set the value to <b>ON</b>.</li> <li><b>OFF</b> and any other value prevents the structures from printing to <b>Sabrix_log</b> table.</li> </ul> <p><b>Note:</b> For O2C and P2P transactions the input transaction view values can be used for debugging. Set to <b>OFF</b> in a production environment in conjunction with the profile option <b>eBTax: Sabrix Debug Level</b> set to <b>OFF</b>.</p>	
<b>eBTax: Sabrix Use Bill-To for Null Ship-To</b>	<p>Set to one of the following for AR:</p> <ul style="list-style-type: none"> <li><b>NO</b>: Generates an error if no Ship-To is given.</li> <li><b>YES</b>: Uses the Bill-To address as the Ship-To address.</li> <li><b>ALLOW</b>: Allows the transaction to go to Determination with no Ship-To. It will be filled in via precalc code or a Determination TransEditor.</li> <li><b>NULL</b> value is treated as <b>NO</b>.</li> </ul>	
<b>eBTax: Sabrix TCE: Delimiter</b>	<p>Enter the delimiter to use when concatenating the tax code with other elements. The options are:</p> <ul style="list-style-type: none"> <li><b>. (period)</b>: Use a period to delimit tax code extension segments</li> <li><b>null</b> (no delimiter): Do not use any delimiter to separate tax code extension segments.</li> <li><b>_ (underscore)</b>: Use an underscore to delimit tax code extension segments.</li> </ul>	
<b>eBTax: Sabrix TCE: Exempt</b>	Enter the character(s) to denote that the tax code is for an exempt transaction.	
<b>eBTax: Sabrix TCE: Tax Direction</b>	<p>Enter one of the following:</p> <ul style="list-style-type: none"> <li><b>N</b> disables the Tax Direction extension for tax codes and tax accounting.</li> <li><b>Y</b> enables the Tax Direction extension for tax codes and tax accounting.</li> </ul>	
<b>eBTax: Sabrix TCE: Tax Rate</b>	<p>Enter one of the following:</p> <ul style="list-style-type: none"> <li><b>N</b> disables the Tax Rate extension for tax codes and tax accounting.</li> <li><b>Y</b> enables the Tax Rate extension for tax codes and tax accounting.</li> </ul>	

## SETTING EBTAX: SABRIX TAX ACCOUNTING LEVEL

ONESOURCE Indirect Tax Determination returns an ERP Tax Code with the tax results to Oracle. You can set the accounting distribution detail level with Basic and Extended options.

- **BASIC** is the standard ERP Tax Code setting for Determination tax results.
- **EXTENDED** uses a set of Integration-specific Oracle profile options to manage more granular levels of an ERP Tax Code to support your accounting needs.

### BASIC TAX CODE PROCESSING

The Oracle ERP Tax Codes are stored at each authority level in Determination. Each time tax is calculated for a document, the ERP Tax Code determined by Determination is passed back to Oracle. The Integration verifies that the related Oracle Tax Rate Code is defined.

During the implementation of the Integration, the Tax Rate Codes are loaded into your Oracle instance. The format for each Tax Rate Code in the O2C workflow is outlined in the Tax Rate Code column in the table below.

The resulting tax codes for both US and non-US transactions with the **eBTax: Sabrix Tax Accounting Level** profile option set to *BASIC* are as follows.

Basic Tax Rate Code Examples		
Type	Tax Rate Code	Transaction Results Example
U.S. based tax codes	<ERP Tax Code>_O2C_<database sequence>	USWA_O2C_2009 (Taxable state of Washington)
Canada based tax codes	<ERP Tax Code>_O2C_<Tax Direction>_database sequence	ONHST_O2C_O_1492 (Taxable province of Ontario, Canada)
International based tax codes	<ERP Tax Code>_O2C_<Tax Direction>_database sequence	FRVAT_O2C_O_1582 (Taxable country of France)

## EXTENDED TAX CODE PROCESSING

In order to use Extended Tax Code processing for greater accounting granularity, the **EBTax: Sabrix Tax Accounting Level** must be set to *EXTENDED*. You can then use the following Tax Code Extension (TCE) profile options:

- **EBTax: Sabrix TCE: Delimiter**
- **EBTax: Sabrix TCE: Exempt**
- **EBTax: Sabrix TCE: Tax Direction**
- **EBTax: Sabrix TCE: Tax Rate**
- **EBTax: Sabrix TCE: Tax Type**



For more information on the ONESOURCE Indirect Tax Integration profile options, consult the *CONFIGURING PROFILE OPTIONS* (page 3) section.

A basic tax rate code is set and extensions are appended to the basic tax rate code derived from the settings of the profile options above.

After the basic tax rate code is set, the values of the **EBTax: Sabrix TCE** profile options determine what additional information will be appended to the basic tax rate code.

The value entered for the profile option **EBTax: Sabrix TCE: Delimiter** determines if and how the extensions are separated. The values are a period (.) or underscore ( \_) or you may leave null for no separation between the extensions (do not include the parentheses).

The following table describes the logic used to determine the extended portion of the tax code.

Extended Tax Rate Code Example Results			
Basic Tax Rate Code	Delimiter	Enabled “EBTax: Sabrix TCE:” profile options	Example
FRVAT_O2C_O_1582	period (.)	Basic tax rate code and <b>EBTax: Sabrix TCE: Tax Rate</b>	FRVAT.SR_O2C_O_1582
FRVAT_O2C_O_1582	period (.)	Basic tax rate code and <b>EBTax: Sabrix TCE: Exempt</b>	FRVATEX_O2C_O_1582 (if an exempt transaction)
FRVAT_O2C_O_1582	period (.)	Basic tax rate code and <b>EBTax: Sabrix TCE: Tax Type</b>	FRVAT.AC_O2C_O_1582
FRVAT_O2C_O_1582	period (.)	Basic tax rate code, <b>EBTax: Sabrix TCE: Tax Type</b> , and <b>EBTax: Sabrix TCE: Tax Rate</b>	FRVAT.AC.SR_O2C_O_1582
FRVAT_O2C_O_1582	period (.)	Basic tax rate code, <b>EBTax: Sabrix TCE: Tax Type</b> , <b>EBTax: Sabrix TCE: Tax Rate</b> , and <b>EBTax: Sabrix TCE: Tax Direction</b>	FRVAT.AC.SR.O_O2C_O_1582



See *ONESOURCE Indirect Tax Determination Online Help* for more information about Tax Type, Tax Rate and Tax Direction.

## CREATE EXTENDED TAX RATE CODES IN ORACLE E-BUSINESS TAX

- To use the extended tax codes functionality, configure the expected tax rate code values in the Oracle E-Business Tax Rate Code form. Steps to define Oracle Tax Rate Codes are outlined in *CREATING ADDITIONAL TAX RATE CODES FOR RECEIVABLES* (page 75). Alternatively, the Thomson Reuters One-Step Configuration can be used to setup the Tax to Rate flows in Oracle eBTax. See the *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide* for more information on the One-Step Configuration.
- The extended tax rate codes must exactly match the values set up for Oracle E-Business Tax Rate Codes. For example, if you enabled all of the **eBTax: Sabrix TCE** profile options, you must create a tax rate code like *FRVAT.AC.SR.O\_O2C\_O\_1582*.
- If the tax rate code does not exist in Oracle, the transaction will fail. However, after the desired tax rate code is configured in Oracle E-Business Tax, and the transaction is reprocessed, it will complete normally.



If a Default Flow is defined, the missing tax flow can automatically be created by the Integration during transaction processing. See the *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide* for more information on defining tax flows and using defaults.



An alternative to the extended tax code configuration in Oracle, the *ONESOURCE Indirect Tax Determination Tax Code Qualifiers* functionality can be used. See *Determination online help* for more information.

## SETTING EBTAX: SABRIX CALCULATE ORDER MANAGEMENT DOCUMENT TAX



The profile option is only applicable for Oracle OM 12.1.3. If on Oracle 12.1.3 environment and have OM patched to the equivalent as 12.2.x set to *No*.

Standard Oracle Order Management issues a set of tax calls with Oracle eBTax for every line on the document (sales order) and only presents the tax factors for the current line. Because of this standard behavior in Oracle Order Management, the ONESOURCE Indirect Tax Integration executes a request to Determination for each line of a sales order. The repeated communication overhead can slow performance.

With the input and support of Oracle Development, Thomson Reuters modified this behavior to construct the entire document and make a single request to Determination for the entire sales order. This document-at-a-time solution improves performance on sales order processing.

### THE DOCUMENT-AT-A-TIME SOLUTION

The modification included a new view to support document-level tax calculation. The new view fetches tax factors for all lines of a sales order. These factors, along with the data provided by Oracle eBTax, are used to construct the entire document.

A new profile option, **eBTax: Sabrix Calculate OM Document Tax** was created to turn new functionality on or off. The default value is *No*.

### TRANSACTION BEHAVIOR

When the order management transaction type tax event is set to *Entering*, each line of the sales order is sent to Determination in separate batches. There is a separate XML indata/outdata for each order line. This is true regardless of the **eBTax: Sabrix Calculate OM Document Tax** profile option setting.

When the transaction type tax event is set to *Booking* and the **eBTax: Sabrix Calculate OM Document Tax** profile option is set to *Yes*, all lines of the sales order are sent to Determination in one batch (all lines are in one XML indata/outdata).

If the Order Management document-at-a-time profile option, **eBTax: Sabrix Calculate OM Document Tax**, is set to *No*, then the result will be the same as *Entering* above.

To view the indata and outdata, run the *Sabrix XML Report* from the **Tax Managers** responsibility. See the *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide* for more information about running the *Sabrix XML Report*.

# ORDER MANAGEMENT TAX CALCULATIONS

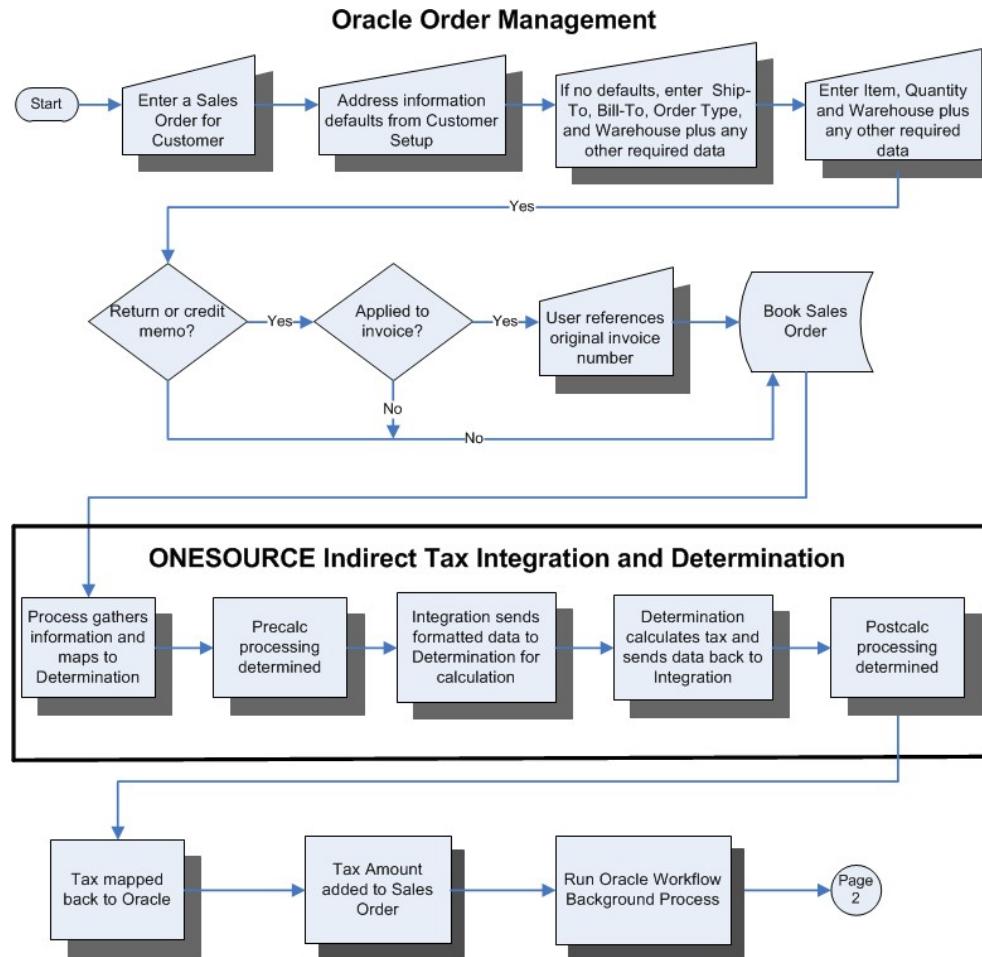
This chapter shows how the ONESOURCE Indirect Tax Determination-calculated tax is returned using the ONESOURCE Indirect Tax Integration. You will learn about:

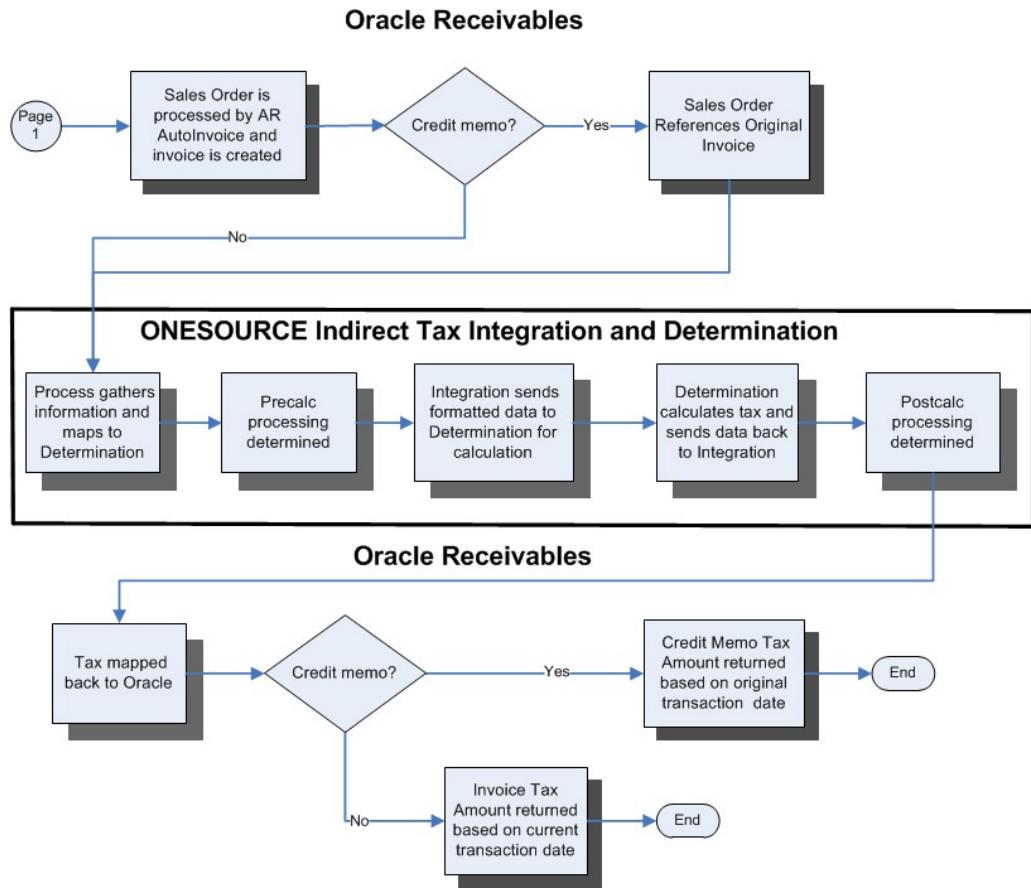
- ***ORDER MANAGEMENT PROCESS (page 14)***
- ***ORDER MANAGEMENT FOR US TRANSACTIONS (page 16)***
- ***ORDER MANAGEMENT FOR NON-US TRANSACTIONS (page 20)***
- ***RETURN MATERIAL AUTHORIZATIONS (page 28)***
- ***CALCULATING TAX ON FREIGHT and CHARGES (page 29)***

See ***RECEIVABLES PROCESS (page 38)*** for information about Oracle Receivables transactions.

## ORDER MANAGEMENT PROCESS

Flow charts show how data is sent to and processed by the ONESOURCE Indirect Tax Integration in the Order Management process.)



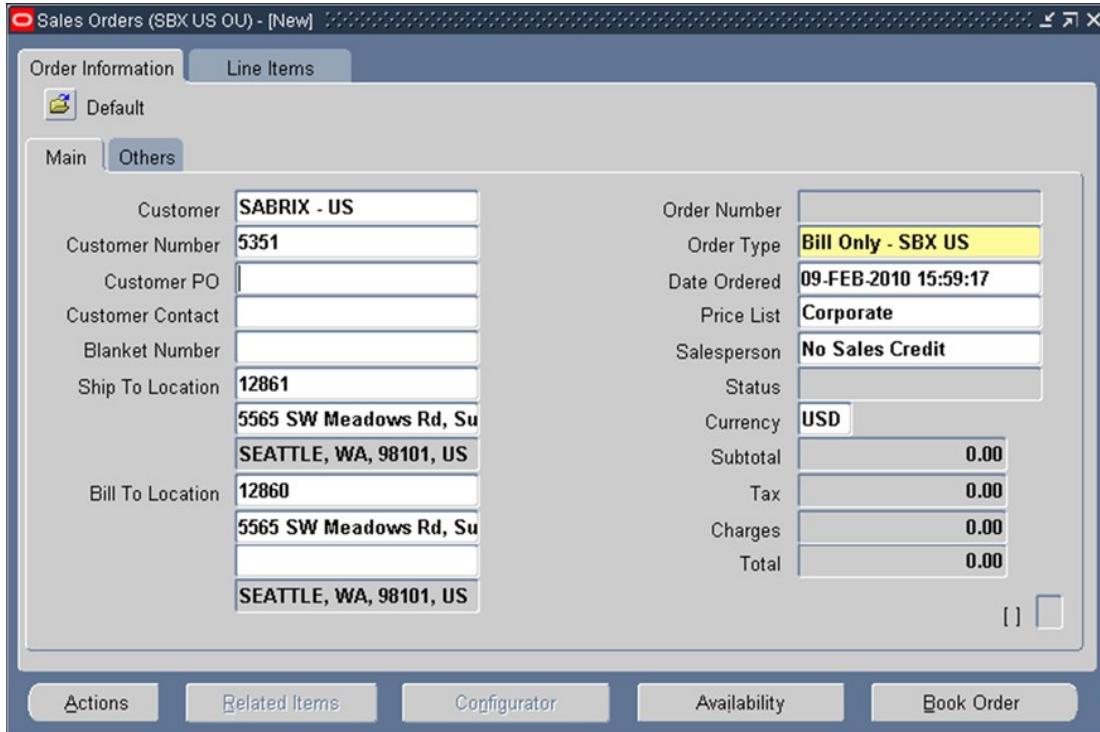


## ORDER MANAGEMENT FOR US TRANSACTIONS

This scenario shows a single line Sales Order for a customer including the Ship To Location, Warehouse, Ordered Item and Quantity.

1. Navigate to your **Sales Order** entry form.
2. Enter the Sales Order Information on the **Main** tab:
  - Customer name
  - Ship To Location
  - Bill To Location
  - Order type

 Depending on your setup and standard business operating procedures for Oracle Order Management, other fields may default or be required. Be sure the TCA hierarchy is defined and the Geography Name Referencing program has successfully completed. See the Oracle Trading Community Architecture Administration Guide for more information.

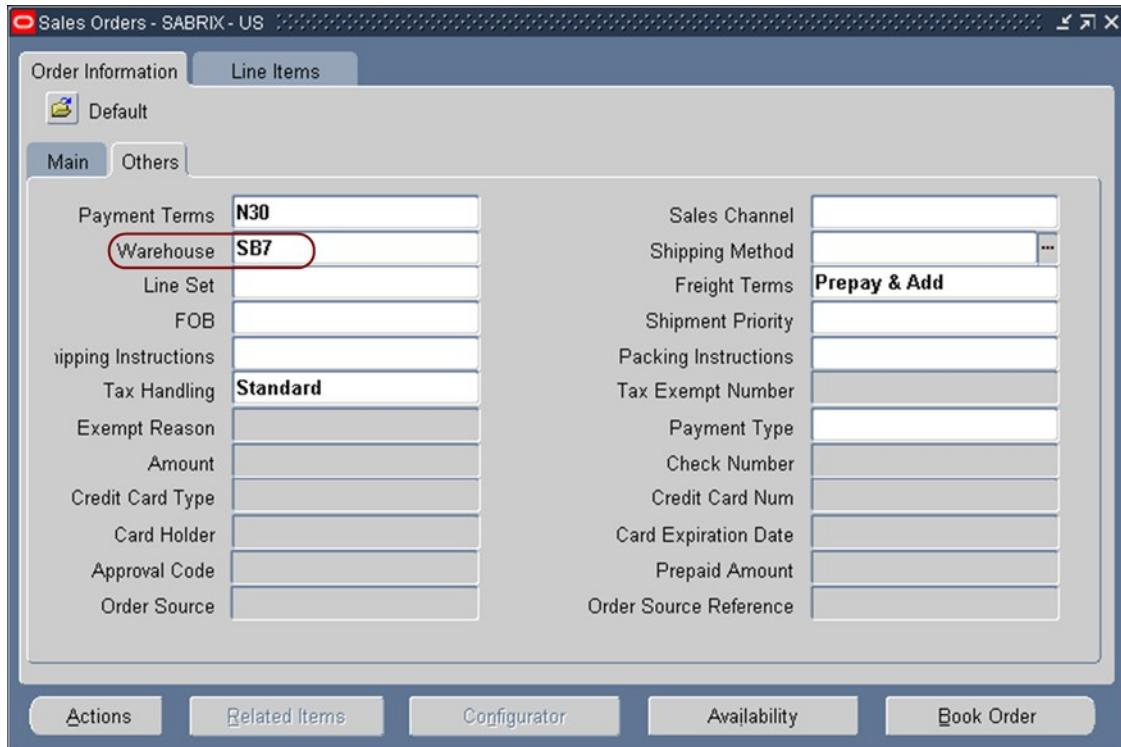


The screenshot shows the Oracle Sales Orders application window for a new sales order. The window title is "Sales Orders (SBX US OU) - [New]". The main area is divided into two sections: "Order Information" and "Line Items". The "Order Information" section is active, showing the "Main" tab. The "Main" tab contains the following data:

Customer	SABRIX - US	Order Number	
Customer Number	5351	Order Type	Bill Only - SBX US
Customer PO		Date Ordered	09-FEB-2010 15:59:17
Customer Contact		Price List	Corporate
Blanket Number		Salesperson	No Sales Credit
Ship To Location	12861 5565 SW Meadows Rd, Su SEATTLE, WA, 98101, US	Status	USD
Bill To Location	12860 5565 SW Meadows Rd, Su SEATTLE, WA, 98101, US	Subtotal	0.00
		Tax	0.00
		Charges	0.00
		Total	0.00

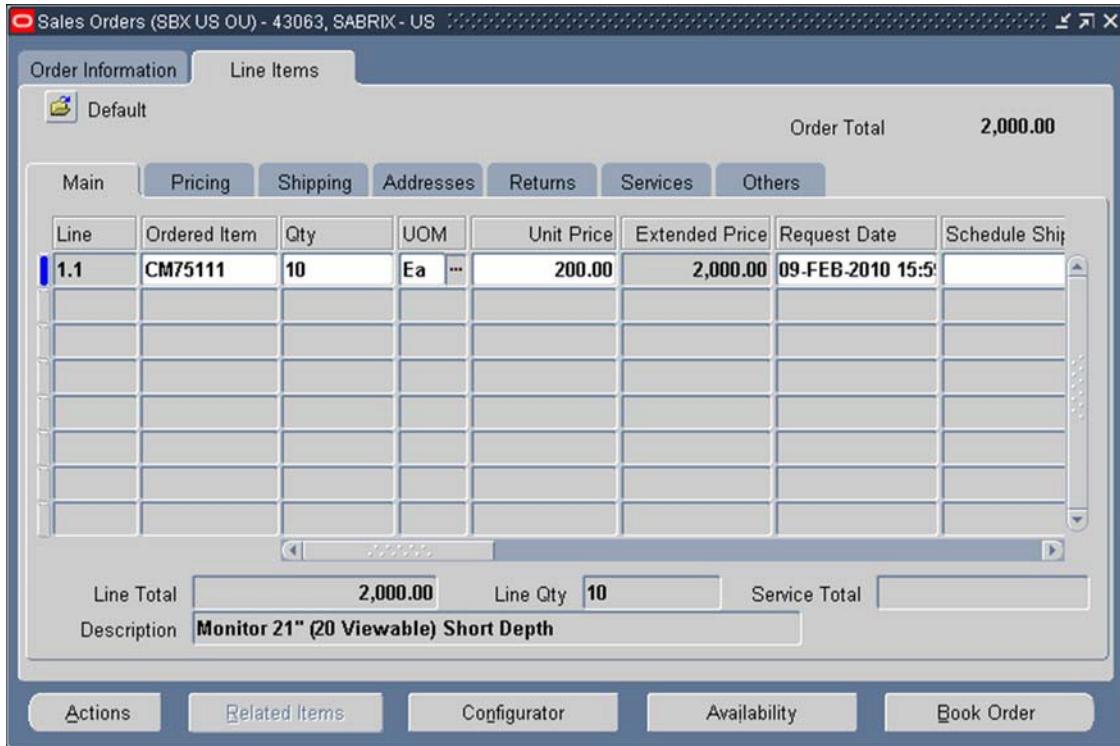
Below the "Main" tab, there are "Actions", "Related Items", "Configurator", "Availability", and "Book Order" buttons.

3. Open the **Sales Order Information** on the **Others** tab.
4. Enter the **Warehouse** and any other required information based on your standard business operating procedures.



5. Click the **Line Items** tab.

6. Enter the **Ordered Item, Quantity, Warehouse** (if not defaulted from Sales Order Information **Others** tab) and any other information required by your standard business operating procedures.



7. Save the Sales Order.
8. Click **Book Order**.

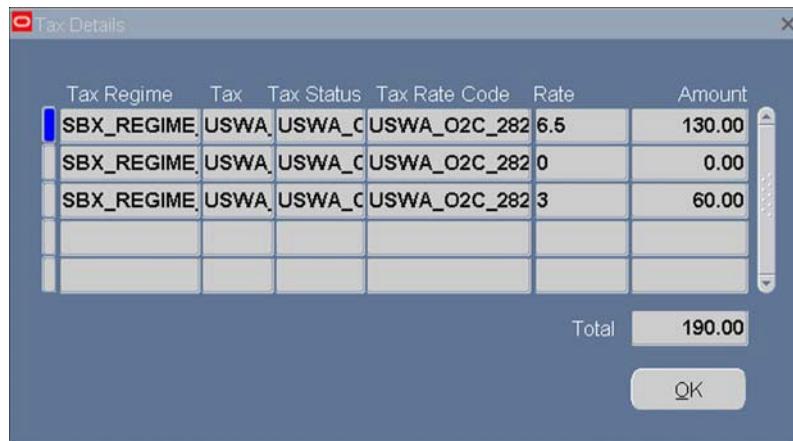
Once the Sales Order is Booked, the ONESOURCE Indirect Tax Integration and Determination are launched and tax is determined and returned to Oracle.

**NOTE** Order Management Transaction Types control when the Determination tax calculation is called. It is recommended to set the **Tax Event to Booking** (**OM > Setup > Transaction Types > Define**) for the ONESOURCE Indirect Tax Integration for Oracle 12.

To view the tax for each Sales Order line:

1. Position your cursor on the line.
2. Click the **Actions** button.
3. Select **View Tax Details** and click **OK**.

The **Tax Details** pop-up appears.



For multiple Ship To locations on a single sales order, enter the appropriate Ship To address at the line level to indicate where the order line is shipping.



The Sabrix date field, **MOVEMENT\_DATE**, is used as the tax calculation date. Integration populates this date field with the Oracle **Ship Date**. If the transaction does not have a ship date, then the **Sales Order** field **Tax Date** is used.

## ORDER MANAGEMENT FOR NON-US TRANSACTIONS

This section covers transactions taking place within Canada and the European Union, as well as exports to and imports from each:

- **ORDERS WITHIN CANADA (page 20)**
- **CANADIAN IMPORTS AND EXPORTS (page 22)**
- **ORDERS WITHIN AND BETWEEN EU MEMBERS (page 24)**
- **EUROPEAN IMPORTS AND EXPORTS (page 27)**

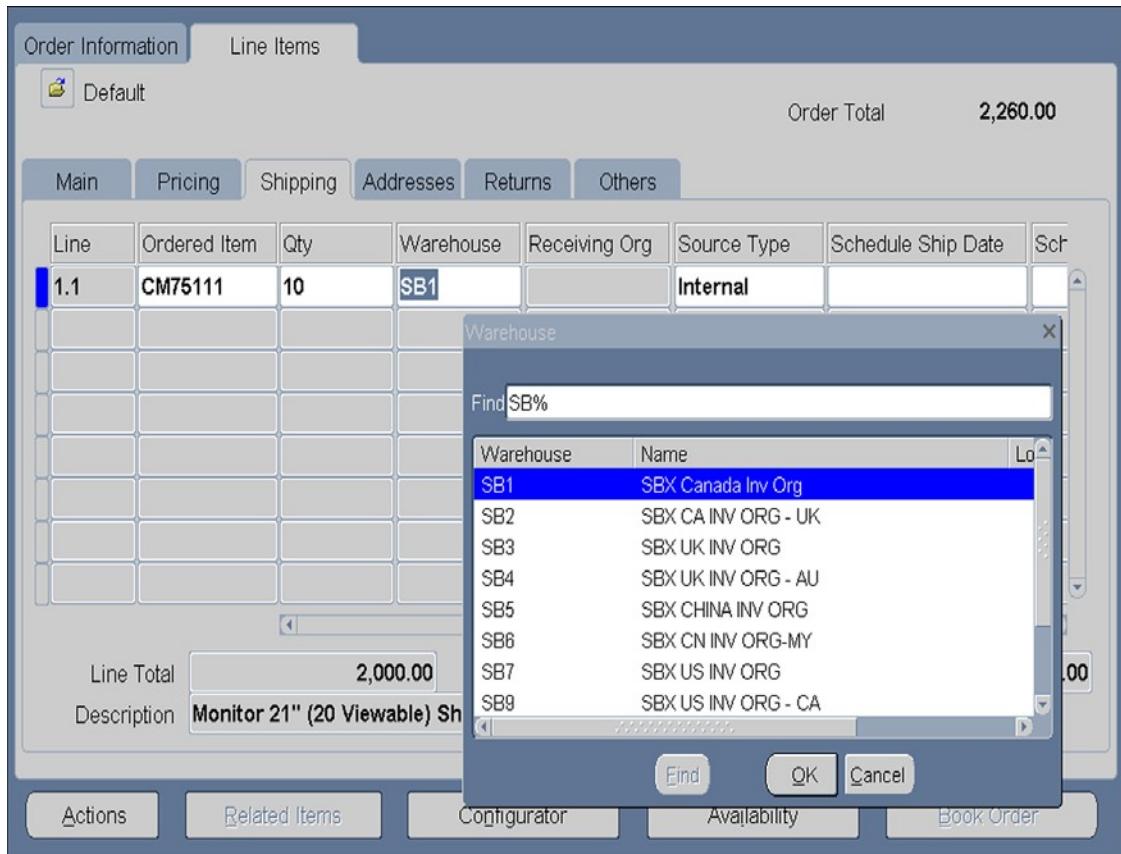
### ORDERS WITHIN CANADA

This scenario consists of a transaction occurring within Canada, for a single province.

1. Create a Sales Order with a **Ship To Location** in Canada.

Customer	Bank of Montreal CAD	Order Number	43076
Customer Number	5858	Order Type	Bill Only Order - CA
Customer PO		Date Ordered	09-NOV-2011 16:48:40
Customer Contact		Price List	Corporate
Blanket Number		Salesperson	No Sales Credit
Ship To Location	14011 444 Lane Ottawa, ON, K1P 6L7, CA	Status	Booked
Bill To Location	14010 444 Lane Ottawa, ON, K1P 6L7, CA	Currency	USD
		Subtotal	2,000.00
		Tax	260.00
		Charges	0.00
		Total	2,260.00

2. Enter the inventory item, quantity, and the warehouse for the same Canadian Province as the customer Ship To address.



3. The **Tax Details** pop-up shows the tax returned for this transaction.

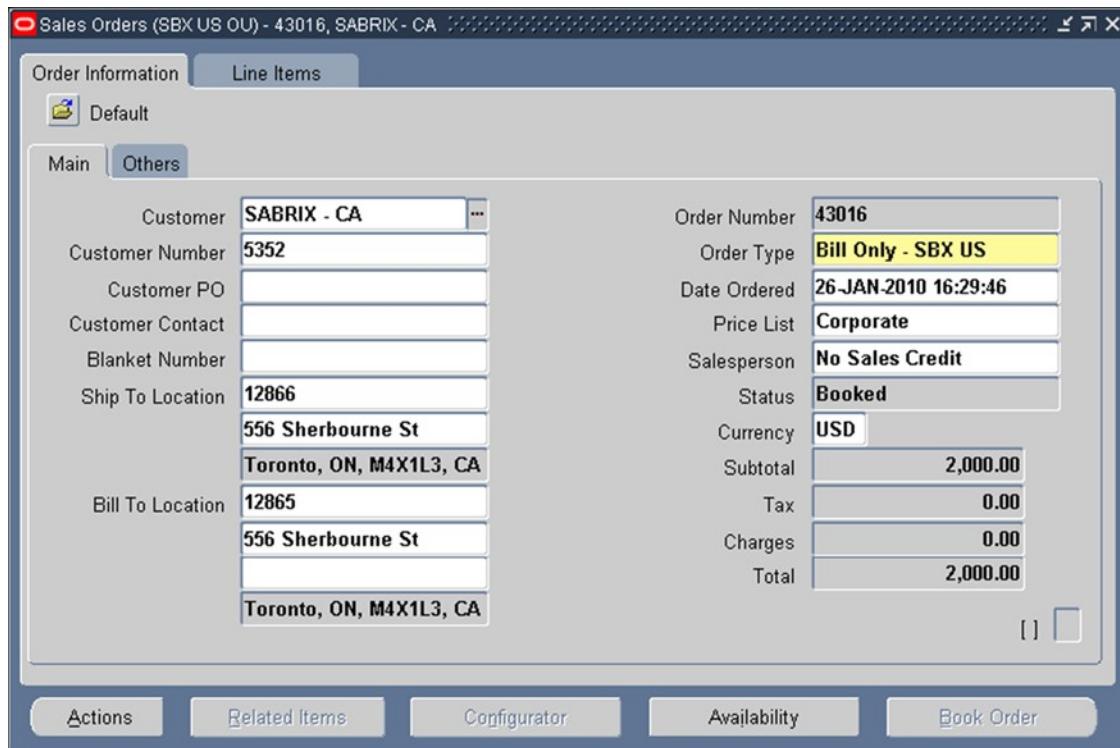


To easily identify recoverable vs. non-recoverable amounts in the general ledger, it is advised to enter separate Tax Recoverable/Liability accounts for recoverable (GST) and non-recoverable (PST) Tax Rate Codes. See **SABRIX ADD ACCOUNT TO TAX RATE CODE (page 76)** for more information regarding general ledger accounts defined on Tax Rate Codes.

## CANADIAN IMPORTS AND EXPORTS

Determination also supports tax calculations for transactions involving imports to and exports from Canada. The process is similar to domestic Canadian transactions and is shown in the following scenario.

1. Create a Sales Order shipping goods to Canada from the United States.

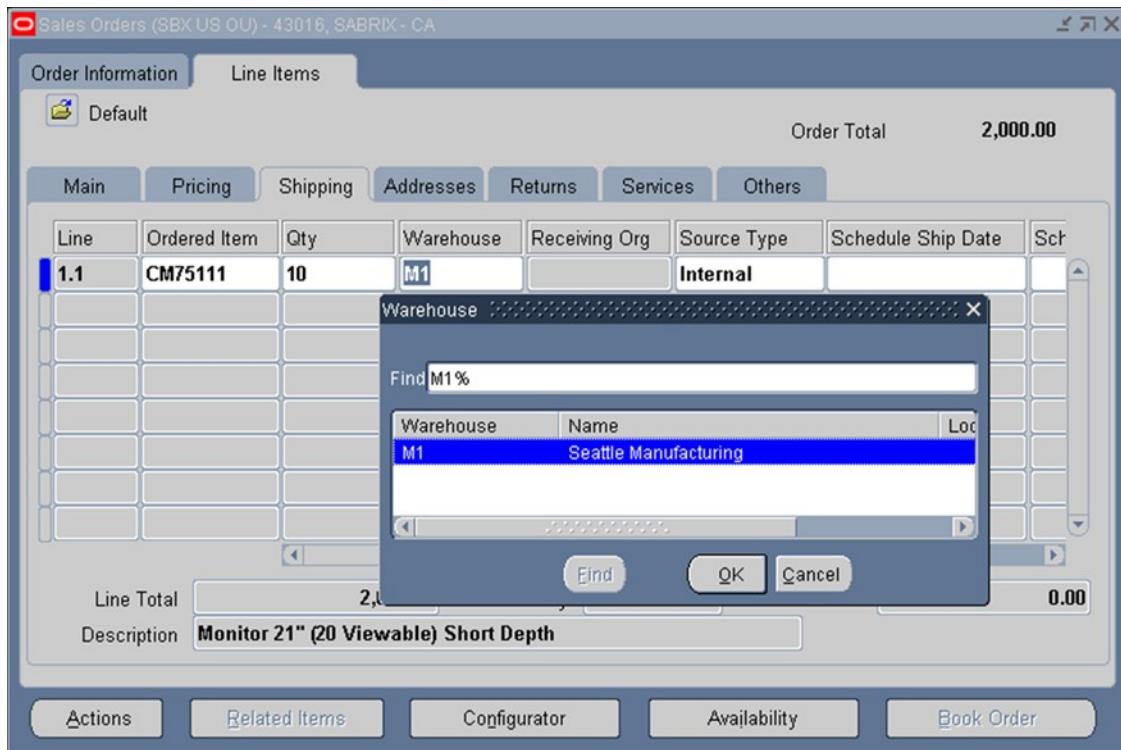


The screenshot shows the 'Sales Orders (SBX US OU) - 43016, SABRIX - CA' window. The 'Order Information' tab is selected. The 'Main' tab is selected under the 'Default' profile. The 'Customer' field is set to 'SABRIX - CA'. The 'Customer Number' field contains '5352'. The 'Ship To Location' field contains '12866' and '556 Sherbourne St, Toronto, ON, M4X1L3, CA'. The 'Bill To Location' field contains '12865' and '556 Sherbourne St, Toronto, ON, M4X1L3, CA'. The 'Order Number' is '43016', 'Order Type' is 'Bill Only - SBX US', 'Date Ordered' is '26-JAN-2010 16:29:46', 'Price List' is 'Corporate', 'Salesperson' is 'No Sales Credit', 'Status' is 'Booked', 'Currency' is 'USD', 'Subtotal' is '2,000.00', 'Tax' is '0.00', 'Charges' is '0.00', and 'Total' is '2,000.00'. The bottom of the window has buttons for 'Actions', 'Related Items', 'Configurator', 'Availability', and 'Book Order'.



Be sure the Determination ERP Tax Code of *USEX* has been defined as an Oracle Tax Rate Code of *USEX\_O2C\_XXXXXX*. Steps to define Oracle Tax Rate Codes are outlined in *CREATING ADDITIONAL TAX RATE CODES FOR RECEIVABLES* (page 75).

2. Enter the inventory item, quantity, and a United States warehouse into the **Line Items** form on the **Shipping** tab.



3. The **Tax Details** pop-up shows a tax result of 0% tax for imports from the U.S. The FOB for this transaction was set to *Destination*.

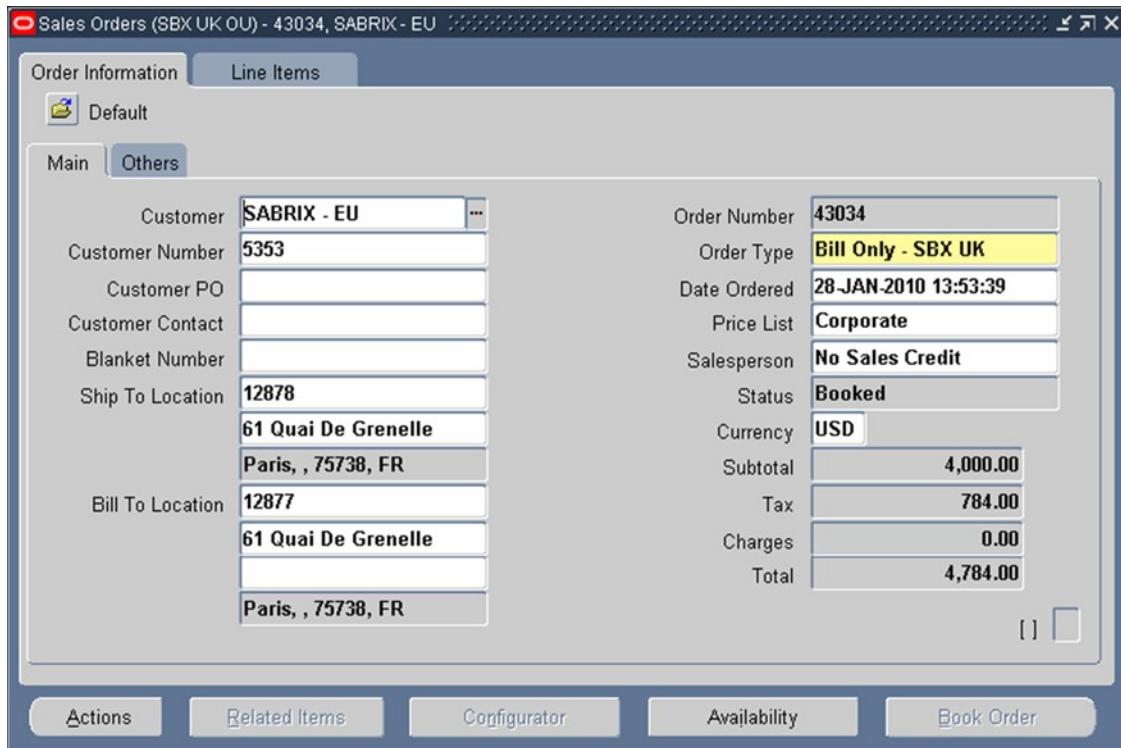


**NOTE** The FOB for the previous example was set to *Destination*. The tax results may differ based on the FOB terms.

## ORDERS WITHIN AND BETWEEN EU MEMBERS

The following scenarios demonstrate taxability for domestic transactions within an EU member country and for Intra-EU transactions.

1. Create a Sales Order shipping to a European location.



The screenshot shows the 'Sales Orders (SBX UK OU) - 43034, SABRIX - EU' window. The 'Order Information' tab is selected. The 'Main' tab is selected under the 'Others' section. The window displays the following data:

Customer	SABRIX - EU	Order Number	43034
Customer Number	5353	Order Type	Bill Only - SBX UK
Customer PO		Date Ordered	28-JAN-2010 13:53:39
Customer Contact		Price List	Corporate
Blanket Number		Salesperson	No Sales Credit
Ship To Location	12878 61 Quai De Grenelle Paris, , 75738, FR	Status	Booked
Bill To Location	12877 61 Quai De Grenelle Paris, , 75738, FR	Currency	USD
		Subtotal	4,000.00
		Tax	784.00
		Charges	0.00
		Total	4,784.00

At the bottom of the window, there are buttons for 'Actions', 'Related Items', 'Configurator', 'Availability', and 'Book Order'.

2. Enter the inventory item, quantity, and **Warehouse** (for the same EU member country as the customer ship to address) into the **Line Items** form.

The screenshot shows the Sales Orders window for order 43034. The **Line Items** tab is selected. A sub-dialog titled "Warehouse" is open, showing a list of warehouses. The entry "FR1" is selected, and the details "Name: France" are displayed. The main window shows a line item with item CM75111, quantity 10, and warehouse FR1.

Line	Ordered Item	Qty	Warehouse	Receiving Org	Source Type	FOB	Schedl
1.1	CM75111	10	FR1		Internal		

Line Total: 2,000.00

Description: Monitor 21" (20 Viewable) Short Depth

3. The tax results for Line 1 shows a French VAT rate of 19.6%.

The screenshot shows the "Tax Details" dialog. It displays a table with one row of data. The data is as follows:

Tax Regime	Tax	Tax Status	Tax Rate Code	Rate	Amount
SBX_REGIME	FRVAT	FRVAT_O	FRVAT_O2C_O_	19.6	392.00

Total: 392.00

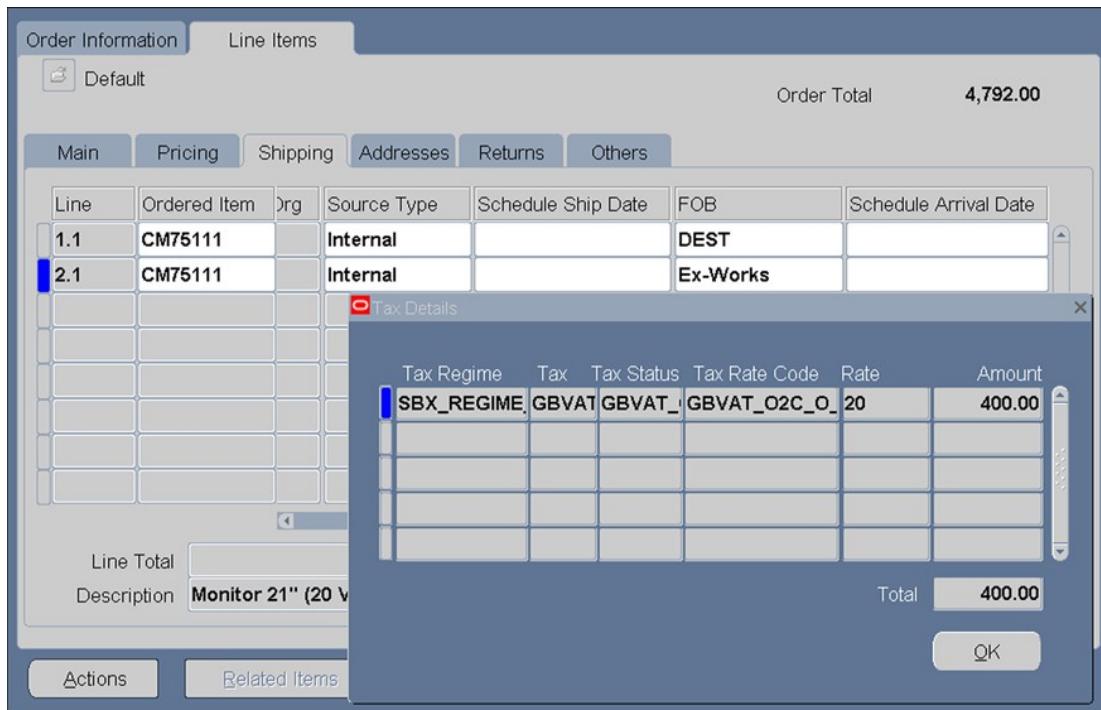
OK

4. For an intra-EU country transaction enter the line information (inventory item, quantity, and warehouse) into the **Line Items** form. Enter the warehouse with a country in the EU. In the following example, the **Ship To** is in France, the **Warehouse** is in the UK. The **FOB Terms** are *Ex-Works*.



The FOB for the previous example was set to *Ex-Works*. The tax results may differ based on the FOB terms.

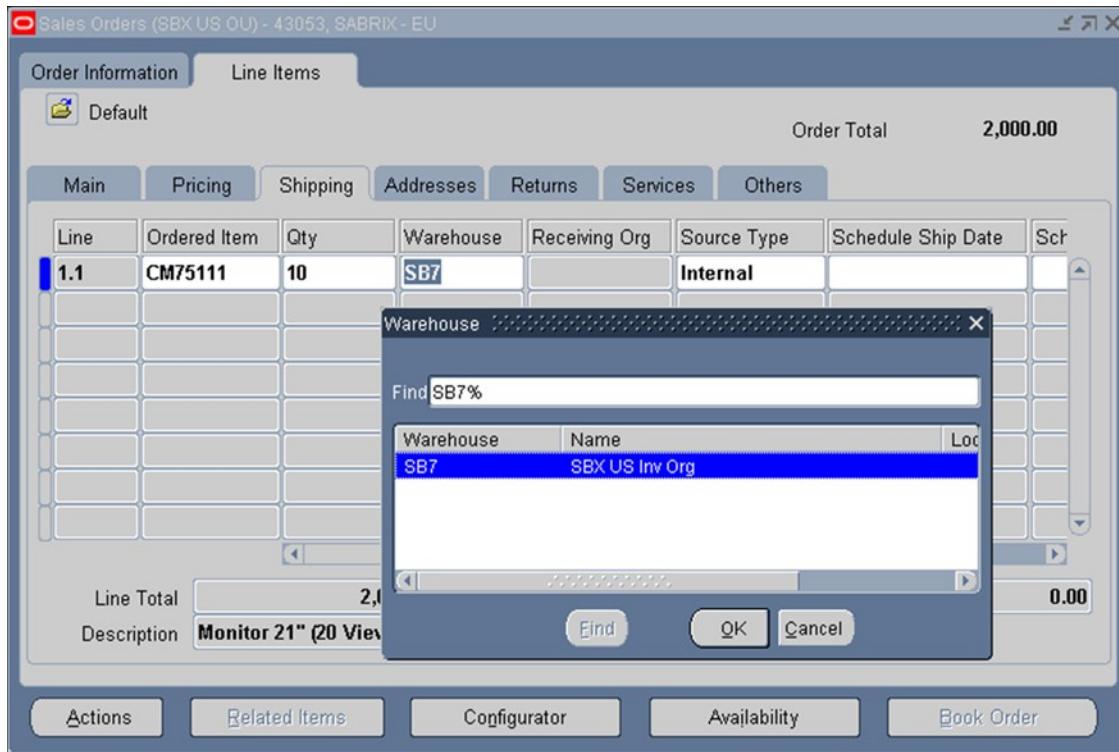
5. The tax results for transaction Line 2 for an intra-community dispatch show GBVAT of 20%.



## EUROPEAN IMPORTS AND EXPORTS

Determination also supports tax calculations for transactions involving imports to and exports from the European Union. The process is similar to domestic EU and Intra-EU transactions and is shown in the following scenario.

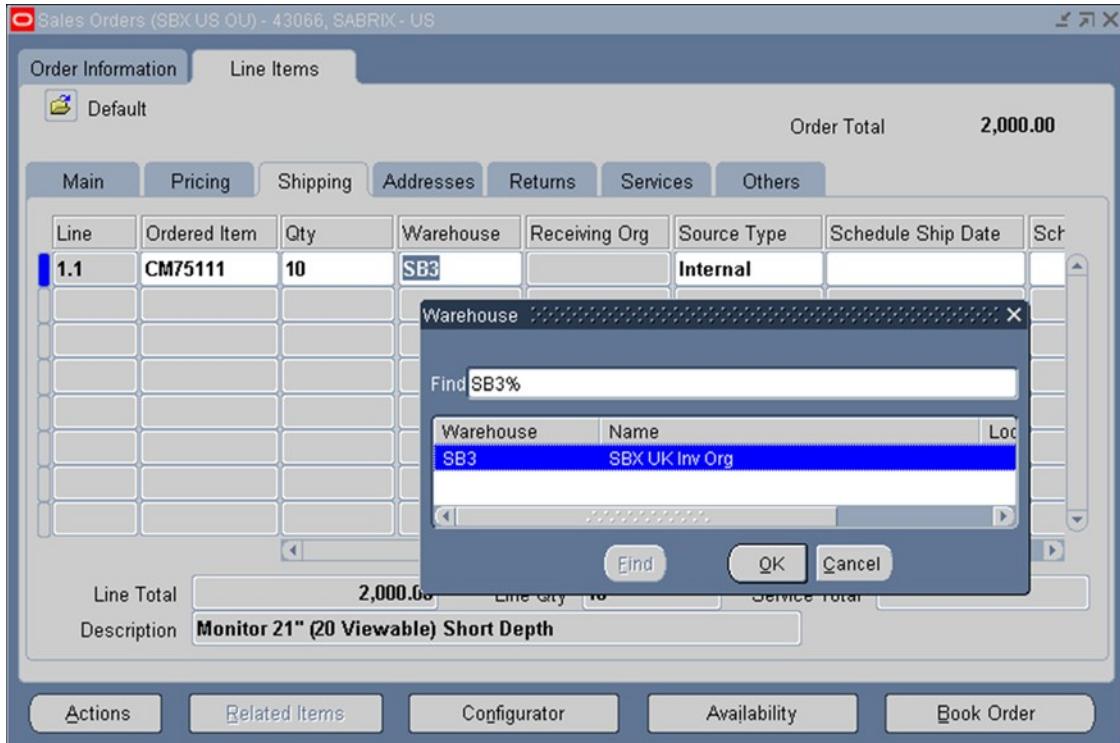
1. Create a Sales Order shipping to an EU country (London in this example) from the United States.



2. The tax results show a USEX Rate of 0%.



3. Create a Sales Order shipping to the US from a European warehouse.



4. The tax results will return the US taxing authorities.

Tax Regime	Tax	Tax Status	Tax Rate Code	Rate	Amount
SBX_REGIME	USWA	USWA_C	USWA_O2C_282	6.5	130.00
SBX_REGIME	USWA	USWA_C	USWA_O2C_282	0	0.00
SBX_REGIME	USWA	USWA_C	USWA_O2C_282	3	60.00
Total					190.00
OK					

## RETURN MATERIAL AUTHORIZATIONS

When product returns or accounting errors require you to create RMAs on Sales Orders, the Determination calculates tax on the RMA based on the original date of the invoice.

For example, a sales order and related invoice is created with a tax date of 12-Jan-2011. On 12-May-2011, an RMA is created referencing the sales order. The tax date on the RMA is the referenced sales order tax date of 12-Jan-11.

## CALCULATING TAX ON FREIGHT AND CHARGES

The Oracle Applications can be configured to tax freight header and line charges. If your company uses Oracle Order Management Pricing Modifiers to add freight header and line charges, you must set the following configurations for the tax to be calculated properly:

- Set *Invoice Freight as Revenue* system parameter to Yes
- Set profile option **eBTax: Invoice Freight as Revenue** to Yes
- Set the **Tax Event** to *Booking* on the **Order Transaction Type**
- Configure a Header or Line Level Freight and Special Charges Pricing Modifier

The process of configuring your system for freight charges either at the header or line level is similar. As an example, the following sections step you through the process of configuring for line level freight charges.

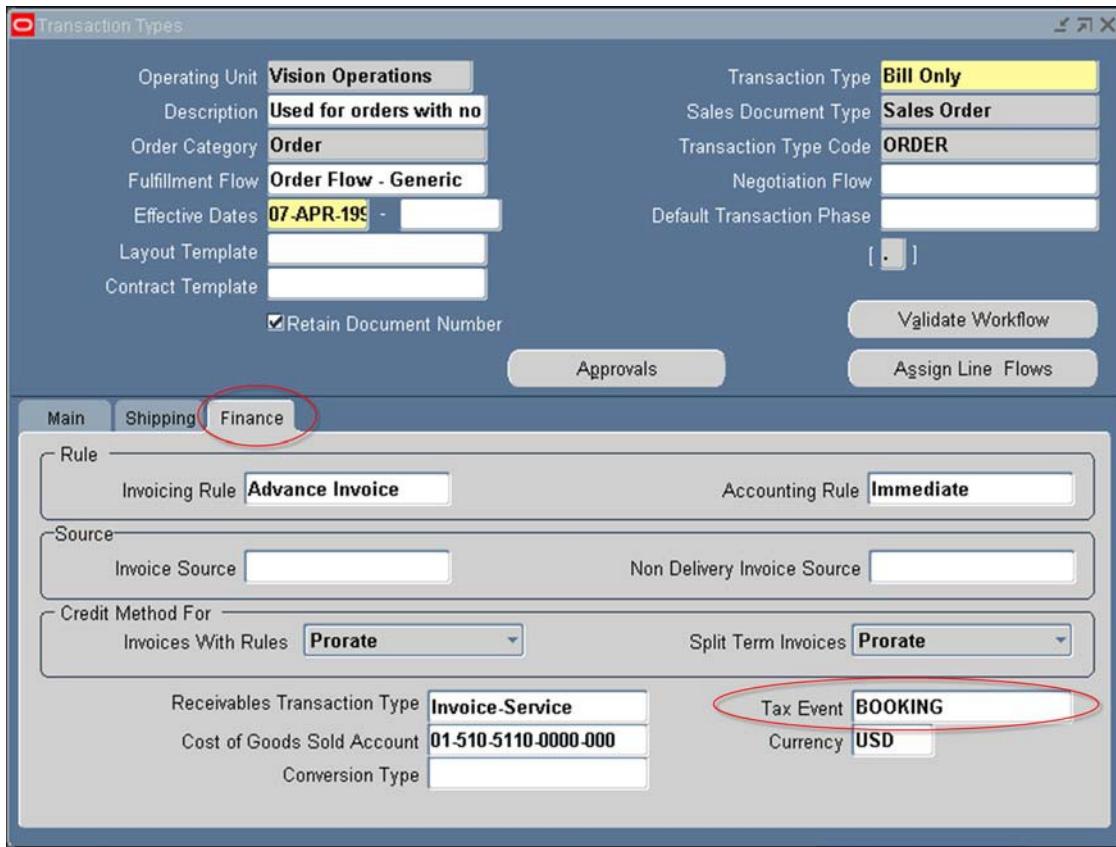
### FREIGHT LINE CHARGE CONFIGURATION

1. Set the Oracle Order Management System Parameter (**Setup > System Parameters > Values**) **Invoice Freight as Revenue** to Yes, as shown below.

This will treat the freight lines as item lines. Oracle natively sends only item lines during the tax call in Autoinvoice. Setting this profile ensures that the freight lines are considered for taxation.



2. Set the profile option **eBTax: Invoice Freight as Revenue** to Yes.
3. Ensure each of your **Order Transaction Types** has the **Tax Event** set to *Booking*, as illustrated in the following screen shot. This will allow the tax call from the **Order** form to include the freight charges.



The screenshot shows the 'Transaction Types' dialog box. The 'Main' tab is selected. The 'Finance' tab is highlighted with a red circle. The 'Tax Event' field in the 'Receivables Transaction Type' section is circled in red and contains the value 'BOOKING'.

Operating Unit	Vision Operations	Transaction Type	Bill Only																																
Description	Used for orders with no	Sales Document Type	Sales Order																																
Order Category	Order	Transaction Type Code	ORDER																																
Fulfillment Flow	Order Flow - Generic	Negotiation Flow																																	
Effective Dates	07-APR-199 -	Default Transaction Phase																																	
Layout Template		[ ]																																	
Contract Template		Validate Workflow																																	
<input checked="" type="checkbox"/> Retain Document Number		Approvals	Assign Line Flows																																
Main <span style="border: 1px solid red; border-radius: 5px; padding: 2px;">Shipping</span> Finance																																			
Rule <table border="1"> <tr> <td>Invoicing Rule</td> <td>Advance Invoice</td> <td>Accounting Rule</td> <td>Immediate</td> </tr> <tr> <td colspan="2">Source</td> <td colspan="2">Non Delivery Invoice Source</td> </tr> <tr> <td colspan="2">Credit Method For</td> <td>Invoices With Rules</td> <td>Prorate</td> </tr> <tr> <td colspan="2"></td> <td colspan="2">Split Term Invoices</td> </tr> <tr> <td colspan="2">Receivables Transaction Type</td> <td>Invoice-Service</td> <td>Tax Event</td> </tr> <tr> <td colspan="2">Cost of Goods Sold Account</td> <td>01-510-5110-0000-000</td> <td>BOOKING</td> </tr> <tr> <td colspan="2">Conversion Type</td> <td colspan="2">Currency</td> </tr> <tr> <td colspan="2"></td> <td colspan="2">USD</td> </tr> </table>				Invoicing Rule	Advance Invoice	Accounting Rule	Immediate	Source		Non Delivery Invoice Source		Credit Method For		Invoices With Rules	Prorate			Split Term Invoices		Receivables Transaction Type		Invoice-Service	Tax Event	Cost of Goods Sold Account		01-510-5110-0000-000	BOOKING	Conversion Type		Currency				USD	
Invoicing Rule	Advance Invoice	Accounting Rule	Immediate																																
Source		Non Delivery Invoice Source																																	
Credit Method For		Invoices With Rules	Prorate																																
		Split Term Invoices																																	
Receivables Transaction Type		Invoice-Service	Tax Event																																
Cost of Goods Sold Account		01-510-5110-0000-000	BOOKING																																
Conversion Type		Currency																																	
		USD																																	

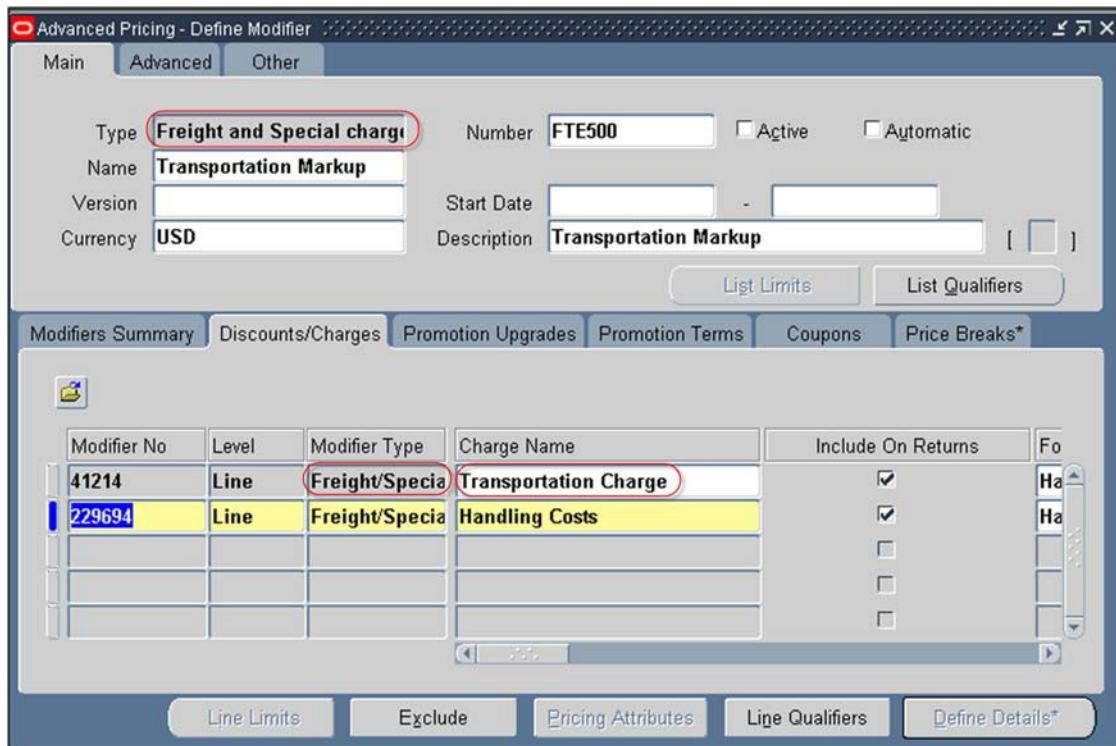
4. Configure a Line Level Freight and Special Charges Pricing Modifier.

Verify that your line level pricing modifier for freight is configured using the lookup code of *FREIGHT\_CHARGES\_TYPE*. You can have as many separate types of freight charges as are required, such as Handling Costs, Insurance, Export Fees, Duty Fees and Transportation Charges. Each is sent in a separate line. The value from *charge\_type\_code* is stored in Line Level User\_Element\_Attribute48 in the Determination XML.

These entries can be passed to Determination and mapped to the appropriate product code or commodity code using a TransEditor.

If the Pricing Modifier for freight uses the lookup code of *FREIGHT\_CHARGES\_TYPE*, it is isolated as a separate line with the description of *Freight* when sent to Determination for tax calculation. Other pricing modifiers, such as discounts or surcharges, are included in the unit selling price of your item line.

## Example of a Line Level Pricing Modifier Configuration

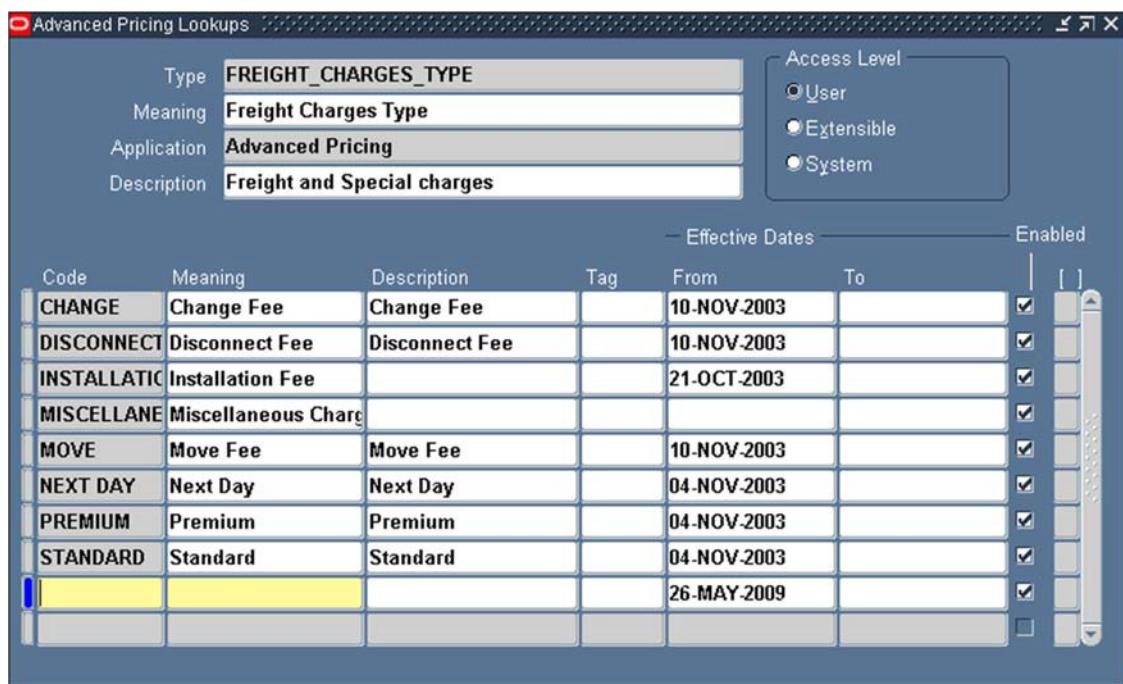


Modifier No	Level	Modifier Type	Charge Name	Include On Returns
41214	Line	Freight/Special	Transportation Charge	<input checked="" type="checkbox"/>
229694	Line	Freight/Special	Handling Costs	<input checked="" type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

For header level Pricing Modifier, set the **Level** to *Order*.



### Example of a Line Level Freight Charge Lookup Definition

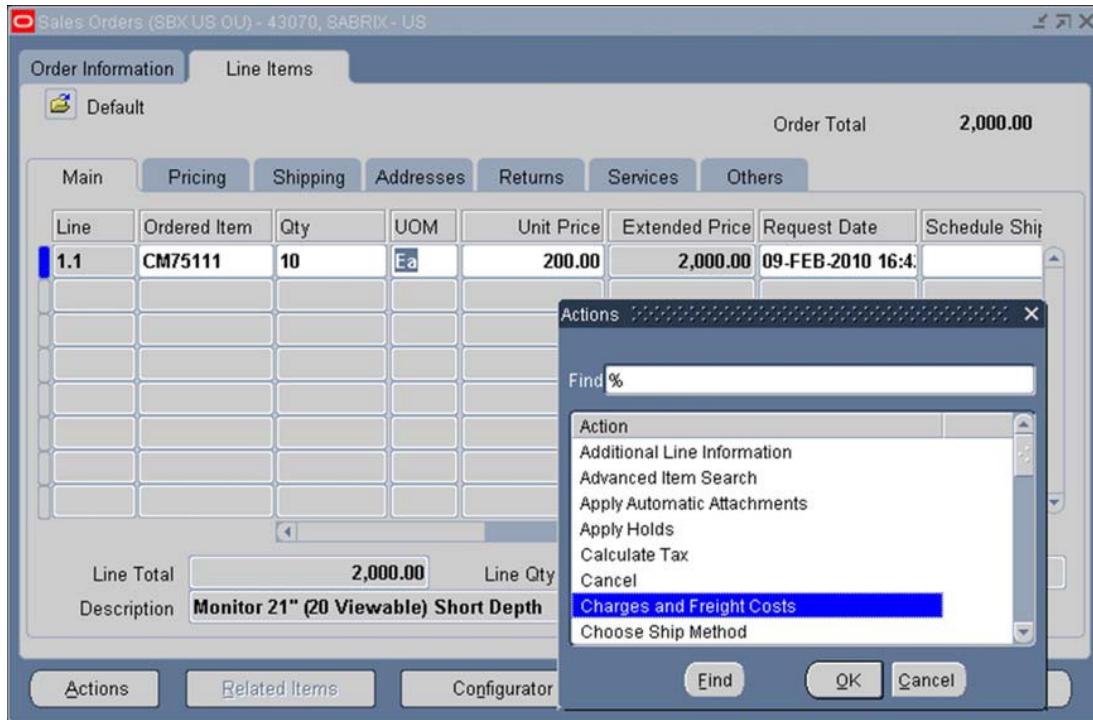


The screenshot shows a software window titled "Advanced Pricing Lookups". At the top, there are four input fields: "Type" (set to "FREIGHT\_CHARGES\_TYPE"), "Meaning" (set to "Freight Charges Type"), "Application" (set to "Advanced Pricing"), and "Description" (set to "Freight and Special charges"). To the right of these fields is a "Access Level" section with three radio buttons: "User" (unchecked), "Extensible" (checked), and "System" (unchecked). Below this is a table titled "Effective Dates" with columns: "Code", "Meaning", "Description", "Tag", "From", "To", and "Enabled". The table contains the following data:

Code	Meaning	Description	Tag	From	To	Enabled
CHANGE	Change Fee	Change Fee		10-NOV-2003		<input checked="" type="checkbox"/>
DISCONNECT	Disconnect Fee	Disconnect Fee		10-NOV-2003		<input checked="" type="checkbox"/>
INSTALLATION	Installation Fee			21-OCT-2003		<input checked="" type="checkbox"/>
MISCELLANEOUS	Miscellaneous Charge					<input checked="" type="checkbox"/>
MOVE	Move Fee	Move Fee		10-NOV-2003		<input checked="" type="checkbox"/>
NEXT DAY	Next Day	Next Day		04-NOV-2003		<input checked="" type="checkbox"/>
PREMIUM	Premium	Premium		04-NOV-2003		<input checked="" type="checkbox"/>
STANDARD	Standard	Standard		04-NOV-2003		<input checked="" type="checkbox"/>
				26-MAY-2009		<input checked="" type="checkbox"/>
						<input type="checkbox"/>

**Example of Order Process Using Line Level Freight and Special Charges Pricing Modifier**

1. Enter your order header and order line, and then click Actions.
2. Choose *Charges and Freight Costs*.



3. Enter your freight charge lines and commit.

Charges and Freight Costs (Vision Operations) - Order - 43070.Line 1.1

Quantity	10	List Price	200.00																																																	
UOM	Ea	Shipping Method																																																		
Charges		Freight Costs																																																		
 <b>reason field</b> <table border="1"> <thead> <tr> <th>Charge Name</th> <th>Type</th> <th>Charge</th> <th>Reason</th> <th>Rate (%)</th> <th>Amnt / Unit</th> <th>Invo</th> </tr> </thead> <tbody> <tr> <td>Transportation Rate</td> <td>FTEPRICE</td> <td>10</td> <td>MANUAL</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Restocking Fee</td> <td>MISCELLA</td> <td>12</td> <td>MANUAL</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Handling Costs</td> <td>HANDLING</td> <td>8.4</td> <td>MANUAL</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Insurance</td> <td>INSURANC</td> <td>5</td> <td>MANUAL</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Export Fees</td> <td>EXPORT</td> <td>11</td> <td>MANUAL</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Charge Name	Type	Charge	Reason	Rate (%)	Amnt / Unit	Invo	Transportation Rate	FTEPRICE	10	MANUAL				Restocking Fee	MISCELLA	12	MANUAL				Handling Costs	HANDLING	8.4	MANUAL				Insurance	INSURANC	5	MANUAL				Export Fees	EXPORT	11	MANUAL										
Charge Name	Type	Charge	Reason	Rate (%)	Amnt / Unit	Invo																																														
Transportation Rate	FTEPRICE	10	MANUAL																																																	
Restocking Fee	MISCELLA	12	MANUAL																																																	
Handling Costs	HANDLING	8.4	MANUAL																																																	
Insurance	INSURANC	5	MANUAL																																																	
Export Fees	EXPORT	11	MANUAL																																																	
Charge Total		46.4																																																		
<input type="button" value="Attributes"/>		<input type="button" value="Apply"/>		<input type="button" value="Cancel"/>																																																

4. View the tax details on the sales order line. Note that the order line and freight tax authority appear separately.

0 Tax Details X

Tax Regime	Tax	Tax Status	Tax Rate Code	Rate	Amount
SBX_REGIME	USWA	USWA_C	USWA_O2C_282	6.5	130.00
SBX_REGIME	USWA	USWA_C	USWA_O2C_282	0	0.00
SBX_REGIME	USWA	USWA_C	USWA_O2C_282	3	60.00
SBX_REGIME	USWA	USWA_C	USWA_O2C_282	6.5	0.65
SBX_REGIME	USWA	USWA_C	USWA_O2C_282	0	0.00
Total					194.42
OK					

5. The next screens show the invoice lines and tax results after processing through AutoInvoice.

6. Once processed through AR AutoInvoice for the Item Line and the Freight Charges line tax results appear.

Detail Tax Lines

For this Document

Trans Line Number	Tax Line Number	Tax Regime	Jurisdiction	Tax Status	Rate Name	Rate	Tax Amount	Incl.
1	1	SBX_REGIME_U USWA_O2C_	WA - STATE SALES	USWA_O2C_282	USWA_O2C_282	6.50	130.00	
1	2	SBX_REGIME_U USWA_O2C_	WA - REGIONAL TF	USWA_O2C_282	USWA_O2C_282	0.00	0.00	
1	3	SBX_REGIME_U USWA_O2C_	WA - SEATTLE, CIT	USWA_O2C_282	USWA_O2C_282	3.00	60.00	
2	1	SBX_REGIME_U USWA_O2C_	WA - STATE SALES	USWA_O2C_282	USWA_O2C_282	6.50	0.65	
2	2	SBX_REGIME_U USWA_O2C_	WA - REGIONAL TF	USWA_O2C_282	USWA_O2C_282	0.00	0.00	
2	3	SBX_REGIME_U USWA_O2C_	WA - SEATTLE, CIT	USWA_O2C_282	USWA_O2C_282	3.00	0.30	
3	1	SBX_REGIME_U USWA_O2C_	WA - STATE SALES	USWA_O2C_282	USWA_O2C_282	6.50	0.78	
3	2	SBX_REGIME_U USWA_O2C_	WA - REGIONAL TF	USWA_O2C_282	USWA_O2C_282	0.00	0.00	
3	3	SBX_REGIME_U USWA_O2C_	WA - SEATTLE, CIT	USWA_O2C_282	USWA_O2C_282	3.00	0.36	
4	1	SBX_REGIME_U USWA_O2C_	WA - STATE SALES	USWA_O2C_282	USWA_O2C_282	6.50	0.55	

Tax Regime: SBX\_REGIME\_US  
Tax: USWA\_O2C\_2820  
Tax Status: USWA\_O2C\_2820  
Tax Jurisdiction: WA - STATE SALES/US

Tax Regime Description: SBX\_REGIME\_US  
Tax Name: WA - STATE SALES/USE TAX  
Tax Status Description: WA - STATE SALES/USE TAX  
Tax Jurisdiction Description:

OK Cancel



After an order is fulfilled and Oracle workflow processing steps are completed, the Sales Order data is transferred to the AR AutoInvoice tables. If you change configuration while the AR AutoInvoice process is running, such as disabling a tax code, the ONESOURCE Indirect Tax Integration may produce unexpected results.

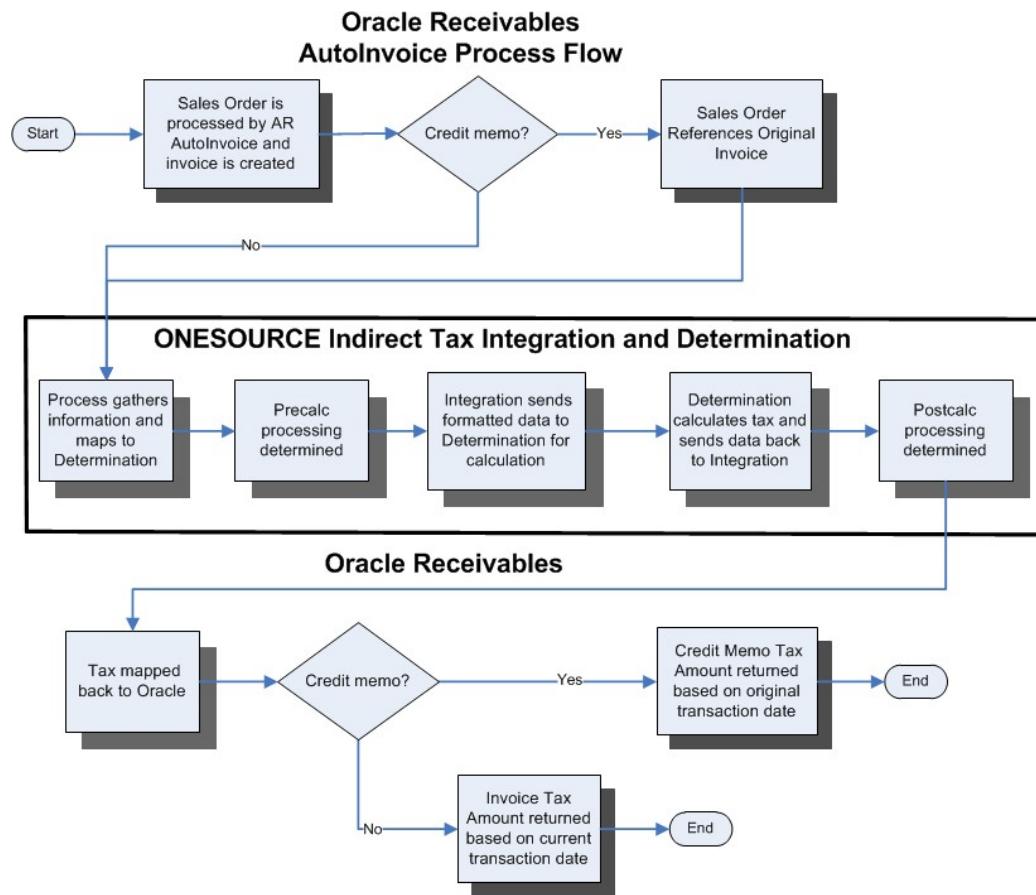
# RECEIVABLES TAX CALCULATIONS

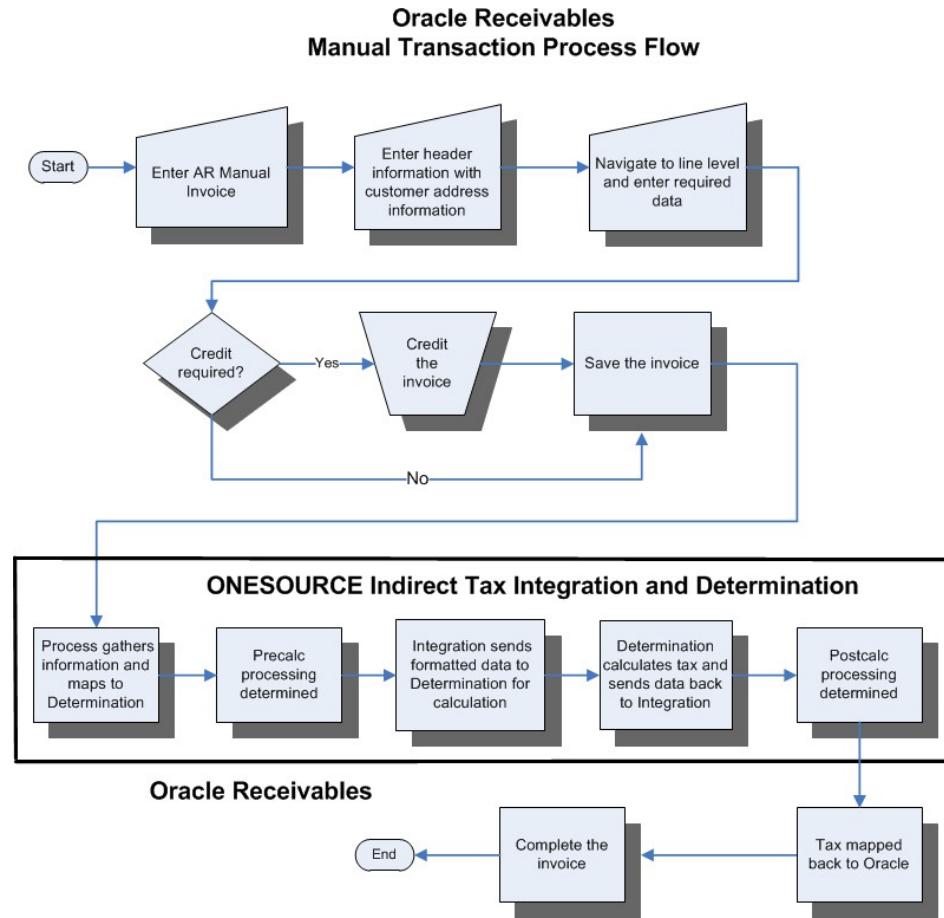
This chapter provides an overview of Oracle Receivables and describes some common tasks:

- ***RECEIVABLES PROCESS*** (page 38)
- ***INVOICES FOR US TRANSACTIONS*** (page 40)
- ***INVOICES FOR NON-US TRANSACTIONS*** (page 44)
- ***SPECIAL TRANSACTIONS*** (page 51)
- ***VAT REGISTRATION NUMBERS*** (page 57)
- ***REPORTING*** (page 62)
- ***DETERMINATION FEATURES*** (page 71)

## RECEIVABLES PROCESS

Flow charts outline the Receivables process and how the data is sent to and processed by the ONESOURCE Indirect Tax Integration.





## INVOICES FOR US TRANSACTIONS

For the purposes of this chapter, all transactions will be manually created in Oracle Receivables.

Be sure the TCA hierarchy is defined and the Geography Name Referencing program has successfully completed. See the Oracle Trading Community Architecture Administration Guide for more information.

1. In the **Transactions** window, enter the invoice header information based on your standard business operating procedures.

The screenshot shows the Oracle Receivables Transactions window. The header information is as follows:

- Source:** MANUAL-OTHER
- Date:** 31-JAN-2010
- GL Date:** 31-JAN-2010
- Currency:** USD
- Document Num:** 100403
- Transaction:** [ ]
- Balance Due:** Line, Tax, Freight, Charges, Total
- Legal Entity:** SBX US LE
- Reference:** [ ] Complete

The **Ship To** section contains:

- Name:** SABRIX - US
- Number:** 5351
- Location:** 12861
- Address:** 5565 SW Meadows Rd, Suite 400
- Contact:** SEATTLE, WA 98101 United States

The **Bill To** section contains:

- Name:** SABRIX - US
- Number:** 5351
- Location:** 12860
- Address:** 5565 SW Meadows Rd, Suite 400
- Contact:** SEATTLE, WA 98101 United States

The **Sold To** section contains:

- Name:** SABRIX - US
- Number:** 5351

The **Paying Customer** section contains:

- Name:** SABRIX - US
- Number:** 5351
- Location:** 12860

The **Payment Details** section contains:

- Receipt Method:** [ ]
- Payment Method:** [ ]
- Instrument Number:** [ ]
- Select Instrument:** [ ]

At the bottom are buttons for **Line Items**, **Tax**, **Freight**, **Distributions**, **Sales Credits**, and **Complete**.



In the Receivables **Transaction Types** setup, verify that the **Default tax classification** checkbox is checked for your transaction type. If left unchecked, no tax will be calculated for the transaction type.

2. On the **Lines** screen, enter the **Item**, **Quantity** and **Unit Price**.

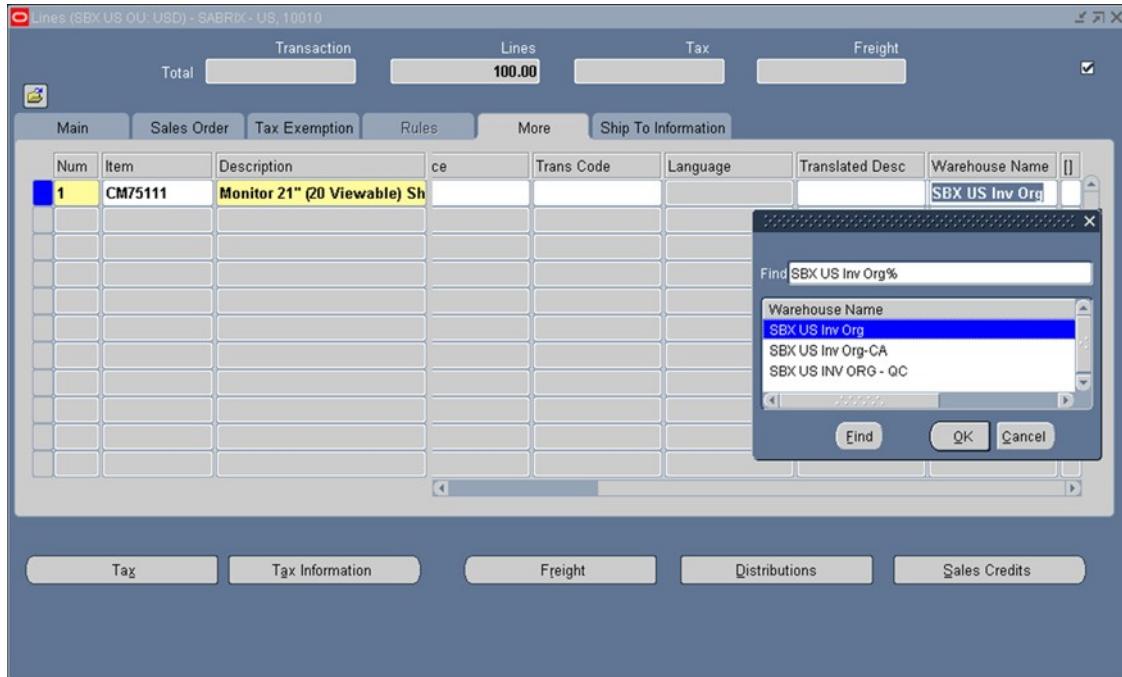
The screenshot shows the Oracle Receivables Lines window. The header information is as follows:

- Transaction:** Total 100.00
- Lines:** 100.00
- Tax:** [ ]
- Freight:** [ ]

The **Main** tab is selected. The table shows one line item:

Num	Item	Description	UOM	Quantity	Unit Price	Amount
1	CM75111	Monitor 21" (20 Viewable) Sh	Each	1	100	100.00

3. Click the **More** tab and select a Warehouse Name.



4. Click **Save**.



For a manual invoice, select the Ship From location by choosing the appropriate Warehouse name, or provide Ship From information in a precalc or TransEditor, in order for Determination to accurately calculate tax.

5. The tax results in the AR Invoice **Detail Tax Lines** form will return the US taxing authorities.

## MULTI-LINE INVOICES

1. Create an invoice (or append to an existing uncompleted invoice) with multiple line items.
2. The **Tax** button on the **Lines** form displays the tax details for the selected line. The total tax for the invoice is displayed in the invoice header. The invoice tax details can be accessed from the Tax button on the invoice header. In this example, two invoice lines were created on the invoice. The invoice tax details displays the tax lines for both invoice lines.

## INVOICES FOR NON-US TRANSACTIONS

### CANADIAN INVOICES

1. Create an invoice shipping to a Canadian Province (Quebec in this scenario).

**NOTE** In the Receivables **Transaction Types** setup, verify that the **Default tax classification** checkbox is checked for your transaction type. If left unchecked, no tax will be calculated for the transaction type.

2. Enter the **Item**, **Quantity**, **Unit Price**, and enter **Warehouse Name** for the same Canadian Province as the customer **Ship To** address (Quebec in this scenario).

3. The tax results will display the tax for this Invoice line shipping to and from Quebec.

4. Enter a second invoice item line. Enter the shipped from location (**Warehouse**) from another province within Canada (Ontario in this scenario).

Lines (SBX US OU: USD) - SABRIX - CA, 10243		Transaction	Lines	Tax	Freight	
Main		Total	2,278.50	2,000.00	278.50	0.00
 		Sales Order	Tax Exemption	Rules	Ship To Information	More
Num	Item	Description	Warehouse Name	Reason	Reference	
1	CM75111	Monitor 21" (20 Viewable) Sh	SBX US INV ORG - QC			
2	CM75111	Monitor 21" (20 Viewable) Sh	SBX US INV ORG - CA			

5. The tax results will display the tax for this Invoice line, ship to Quebec and ship from Ontario.

The FOB for the previous example was set to *Destination*. The tax results may vary based on the FOB terms.



## TRANSACTIONS WITHIN AND BETWEEN EU MEMBERS

The following scenarios demonstrate taxability for domestic transactions within an EU member state and for Intra-EU transactions.

1. Create an invoice shipping to a European country (France in this example).

2. Enter the **Item**, **Quantity**, **Unit Price**, and enter **Warehouse Name** using the same EU country as the customer Ship To address (France in this example).

3. The tax results for this transaction show French VAT of 19.6%.

4. Enter a second invoice item line. Enter the shipped from location (**Warehouse**) where the EU country differs from the customer Ship To EU country. In the following example, the Ship To is in France and the Ship From (**Warehouse**) is in the UK.
5. The tax results for this transaction show GBVAT of 20%.

## LEGAL MESSAGES

For non-US invoices, legal messages are interfaced from Determination and are populated in the **Legal Justification Text1** and **Legal Justification Text2** fields in the **Detail Tax Lines** (**Transactions > Transactions > Tax** button) form. The values are stored in **jurisdiction\_text** and **invoice\_description**, respectively, in the Outdata XML. Refer to the *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide*.

**NOTE** Legal Justification Text3 is also available for use in user exits.

## SPECIAL TRANSACTIONS

The following sections discuss special cases of transaction processing.

### DELETING INVOICES

When invoices are deleted from Oracle after tax has been applied, the Integration deletes subsequent audit information for that invoice within ONESOURCE Indirect Tax. This ensures that the invoice information in both systems is synchronized. The ability to delete invoices is an Oracle system setup. As a general rule, invoices are not deleted but a credit memo matched to an existing invoice should be created as in **CREDIT MEMOS (page 51)**.

### ADJUSTMENTS

Adjustments created in Accounts Receivable can be taxed by Determination. The Tax Rate Code Source on the Receivables Activity type selected for the Adjustment determines the transaction taxability. The Tax Rate Code Source can be defined as follows:

- **Activity:** The Tax Rate Code defined on the Activity will be used for the adjustment.
- **Invoice:** The Tax Rate Code on the adjusting invoice will be used.
- **None:** The Adjustment will not be taxed.

### CREDIT MEMOS

Credit Memos created in Accounts Receivable can be taxed by Determination. Credit memos created against invoices are processed by Determination using the original invoice date. This ensures that any intervening tax rate/rule changes to the taxing authority are not applied to the credit memo. On Account credit memos are processed by Determination using the credit memo date.



If only the tax portion of an invoice is credited, Determination processes it with a “reverse calc” from the tax amount. A gross amount derived from the tax amount is stored in Audit. To assist you with reconciliation, Determination marks these transactions with *Tax Credit Only* in the audit database.

To create a credit memo matched to an existing invoice:

1. Find or Query an existing invoice.
2. From the **Actions** menu, select **Credit**.
3. Enter the amount to credit.

In this example, the entire invoice is credited by choosing the **Credit Allocation of Lines and Tax** then entering 100% in each % column and saving.

**Credit Transactions (Vision Operations : USD) - SABRIX - US**

**Credited Transaction**

Operating Unit	Vision Operations	Legal Entity	Vision Operations
Number	12203	Source	Manual 1

**Credit Memo**

Batch	None	Batch Name	
Source	Manual 1	Date	01-JUN-2009 <input type="checkbox"/> Complete
Number		Reference	
Reason		Type	Credit Memo
GL Date	01-JUN-2009	Rules Method	
Currency	USD	Split Term Method	

**Transaction Amounts** **More**

Credit Allocation	Lines and Tax																	
<table border="1"> <tr> <td colspan="2">Credit Memo</td> </tr> <tr> <td>Line</td> <td>%</td> <td>Amount</td> </tr> <tr> <td>100.0000</td> <td></td> <td>&lt;100,000.00&gt;</td> </tr> <tr> <td>Tax</td> <td>%</td> <td>&lt;9,500.00&gt;</td> </tr> <tr> <td>Freight</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>100.0000 %</td> <td>&lt;109,500.00&gt;</td> </tr> </table>		Credit Memo		Line	%	Amount	100.0000		<100,000.00>	Tax	%	<9,500.00>	Freight			Total	100.0000 %	<109,500.00>
Credit Memo																		
Line	%	Amount																
100.0000		<100,000.00>																
Tax	%	<9,500.00>																
Freight																		
Total	100.0000 %	<109,500.00>																
<table border="1"> <tr> <td colspan="2">Credited Transaction</td> </tr> <tr> <td>Original</td> <td>Balance Due</td> </tr> <tr> <td>100,000.00</td> <td>0.00</td> </tr> <tr> <td>9,500.00</td> <td>0.00</td> </tr> <tr> <td></td> <td>0.00</td> </tr> <tr> <td></td> <td>0.00</td> </tr> <tr> <td>109,500.00</td> <td>0.00</td> </tr> </table>		Credited Transaction		Original	Balance Due	100,000.00	0.00	9,500.00	0.00		0.00		0.00	109,500.00	0.00			
Credited Transaction																		
Original	Balance Due																	
100,000.00	0.00																	
9,500.00	0.00																	
	0.00																	
	0.00																	
109,500.00	0.00																	

**Buttons**

- Complete
- Tax Information
- Credit Balance
- Credit Lines

In this example, the tax amount is credited by choosing the **Credit Allocation of Tax Only** then entering the desired percentage to credit (100% of the tax in this example) and saving.

The screenshot shows the 'Credit Transactions (Vision Operations : USD) - SABRIX - US' window. The 'Credited Transaction' section shows an Operating Unit of 'Vision Operations' and a Number of '12147'. The 'Credit Memo' section shows a GL Date of '22-MAY-2009'. The 'Credit Allocation' dropdown is set to 'Tax Only'. The 'Credited Transaction' section shows an Original amount of '100.00' and a Balance Due of '100.00'.

Credited Transaction		Credit Memo																																	
Operating Unit	Vision Operations	Legal Entity	Vision Operations																																
Number	12147	Source	Manual																																
Credit Memo		Credited Transaction																																	
Batch	None	Batch Name																																	
Source	Manual	Date	22-MAY-2009 <input checked="" type="checkbox"/> Complete																																
Number	12148	Reference	<input type="checkbox"/> Transaction <input type="checkbox"/>																																
Reason		Type	Credit Memo <input checked="" type="checkbox"/>																																
GL Date	22-MAY-2009	Rules Method																																	
Currency	USD	Split Term Method																																	
Transaction Amounts <input type="button" value="More"/>																																			
<table border="1"> <thead> <tr> <th colspan="2">Credit Allocation</th> <th colspan="2">Credited Transaction</th> </tr> <tr> <th colspan="2">Tax Only</th> <th>Original</th> <th>Balance Due</th> </tr> </thead> <tbody> <tr> <td>Line</td> <td>Credit Memo %</td> <td>Amount</td> <td></td> </tr> <tr> <td></td> <td>0.0000</td> <td>0.00</td> <td></td> </tr> <tr> <td>Tax</td> <td>100.0000</td> <td>&lt;9.20&gt;</td> <td></td> </tr> <tr> <td>Freight</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>8.4249 %</td> <td>&lt;9.20&gt;</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td>100.00</td> </tr> </tbody> </table>				Credit Allocation		Credited Transaction		Tax Only		Original	Balance Due	Line	Credit Memo %	Amount			0.0000	0.00		Tax	100.0000	<9.20>		Freight				Total	8.4249 %	<9.20>					100.00
Credit Allocation		Credited Transaction																																	
Tax Only		Original	Balance Due																																
Line	Credit Memo %	Amount																																	
	0.0000	0.00																																	
Tax	100.0000	<9.20>																																	
Freight																																			
Total	8.4249 %	<9.20>																																	
			100.00																																
<input type="button" value="Incomplete"/>		<input type="button" value="Tax Information"/>	<input type="button" value="Credit Balance"/>																																
		<input type="button" value="Credit Lines"/>																																	

## TAX-ONLY INVOICES

Tax-Only invoices and credit memos created using standard Oracle functionality integrates with Determination.

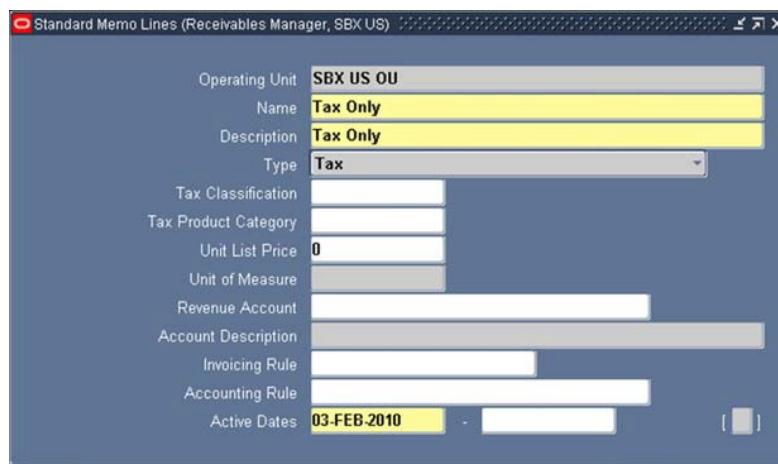
Many locations require a Ship From location for proper taxation. This is typically handled by the Warehouse on the invoice line. However, Memo lines are not associated with a Warehouse, instead, the internal address for the operating unit is used as the Ship From location. Alternatively, supply a value using either a precalc user exit or a TransEditor, depending on how you derive this information. The Ship From location is required for tax processing of transactions that take place outside of the United States.



If you receive multiple lines of tax back from Determination, they are consolidated onto the TAX\_ONLY ERP tax code. To assist in reconciliation, these transactions are marked with *Tax Only Invoice/Credit* in the audit database.

To configure Oracle to enable Tax-Only invoices:

1. Create the **TAX\_ONLY** Tax to Rate flow as outlined in **TAX RATE CODES AND GENERAL TAX ACCOUNTS (page 75)**.
2. Ensure that the following profile options are set to **YES** as outlined in the *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide*:
  - **eBTax: Allow Ad Hoc Tax Changes**
  - **eBTax: Allow Override of Tax Classification Code**
3. Define a **Tax Only** Standard Memo Line in Oracle Receivables.
  - Click **Setup > Transactions > Memo Lines**.
  - Set the **Type** to **Tax** and the **Unit List Price** to **0 (zero)**.



4. Create an invoice with the **Memo Line** that you just created in the description of the line item. To do that, select the **Tax Only** memo line from the description list of values. Click **Tax**.

The screenshot shows a software interface for managing lines in a sales order. The top bar includes tabs for Transaction, Lines, Tax, and Freight, with Lines currently selected. The sub-totals for Total, Lines, Tax, and Freight are displayed as 0.00. Below the tabs is a grid table with columns for Num, Item, Description, UOM, Quantity, Unit Price, Amount, Tax Classifica, and Trans. The first row shows a line item with Num 1, Item empty, Description 'Tax Only', UOM empty, Quantity 0, Unit Price 0, Amount 0.00, Tax Classifica empty, and Trans empty. Below the grid are buttons for Tax, Tax Information, Freight, Distributions, and Sales Credits. The main title bar indicates the window is for Lines (SBX US OU: USD) - SABRIX - US, 10018.

5. Populate the Regime to Rate Flow information using the **TAX\_ONLY\_O2C\_XXXXXX** tax rate code (for the US Regime) and related Tax, Jurisdiction, and Tax Status. Enter the tax amount in the **Amount** field, and populate the **Place of Supply** and click **OK** to save.

The screenshot shows a software interface for managing tax lines. The title bar indicates the window is for Detail Tax Lines (SBX US OU) - 10255. The main grid table has columns for Trans Line Number, Tax Line Number, Tax Regime, Tax, Jurisdiction, Tax Status, Rate Name, Rate, Tax Amount, and Incl. The first row shows a tax line with Trans Line Number 1, Tax Line Number 1, Tax Regime SBX\_REGIME\_US, Tax TAX\_ONLY\_O2C\_2828, Jurisdiction TAX\_ONLY\_O2C\_2828, Tax Status TAX\_ONLY\_O2C\_2828, Rate Name TAX\_ONLY\_O2, Rate 1.00, Tax Amount 50.00, and Incl. The bottom section displays detailed tax regime information: Tax Regime SBX\_REGIME\_US, Tax Regime Description SBX\_REGIME\_US, Tax Name Source O2C Tax Flow for TAX\_ONLY, Tax Status TAX\_ONLY\_O2C\_2828, Tax Status Description Source O2C Tax Flow for TAX\_ONLY, Tax Jurisdiction TAX\_ONLY\_O2C\_2828, and Tax Jurisdiction Description Source O2C Tax Flow for TAX\_ONLY. Buttons for Distributions, OK, and Cancel are at the bottom.

6. The tax-only charge is reflected in the invoice header.

The screenshot shows the Oracle Receivables Transaction screen. The 'Transaction' section includes fields for Source (Manual 1), Number (10018), Date (10-FEB-2010), GL Date (10-FEB-2010), Class (Invoice), Type (Invoice), Reference, Document Num (100536), Transaction, and Legal Entity (SBX US LE). The 'Balance Due' section shows a Tax amount of 50.00. The 'Main' tab is selected, showing 'Ship To' and 'Bill To' sections with identical address information: Name (SABRIX - US), Number (5351), Location (12779), Address (5665 SW Meadows Rd, Suite 400), and Contact (SEATTLE, WA 98101 United States). The 'Payment Details' section includes fields for Receipt Method, Payment Method, and Instrument Number, with a 'Select Instrument' button. The bottom navigation bar includes buttons for Line Items, Tag, Freight, Distributions, Sales Credits, and Incomplete.

## VAT REGISTRATION NUMBERS

The VAT registration numbers stored in Oracle at the party level and the party site level (for the site used on the transaction) are passed to Determination. Determination uses this information to determine if an invoice is eligible for taxation within a particular jurisdiction. If a registration does not exist and Determination determines that one is required, an error message will appear on your screen indicating that one needs to be created.

The following section outlines how to create a registration number in Oracle. See *ONESOURCE Indirect Tax Determination Online Help* for more information about creating registrations in Determination.



When entering VAT Registration numbers in Oracle R12, Oracle performs hard-coded validation on registration numbers for 31 countries. The validation formula is different for each country. Review the Oracle code to determine the specific formula. The current list of countries includes: Austria, Belgium, Denmark, Estonia, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, Netherlands, Poland, Portugal, Slovakia, Spain, Sweden, Switzerland, United Kingdom, Russia, Hungary, Argentina, Chile, Colombia, Taiwan, Brazil, Malta, Cyprus, Latvia, Lithuania, Slovenia. See My Oracle Support note #875894.1 for more information.



VAT registration number(s) from the Bill-To site is sent in the INDATA XML when the Ship-To is null and the profile option *eBTax:Sabrix Use Bill-To for Null Ship-To* is set to 'Y'.

To enter a VAT Registration on your Customer Site, you can navigate to the **Tax Information** form from **Oracle Receivables**, **Oracle Order Management**, or **Oracle Tax Managers** Responsibilities. Complete the following steps to access from **Oracle Receivables**:

1. Navigate to **Receivables > Customers > Customers**.
2. Enter the search criteria and choose **Go**.

3. Select the customer and choose the customer account address that pertains to the VAT Registration. Click **Details**.

4. Click **Tax Profile** and then choose **Create** under the **Tax Registrations** heading.

5. Fill in the **Tax Regime Code**, **Tax Registration Number**, and **Effective From** date. If necessary, enter the **Tax and Jurisdiction** to make a unique combination.

Transactions  
Tax Profile >

**Warning**  
Low-level logging is currently enabled. Your application will not perform as well while low-level logging is on.

**Create Tax Registration Details**

Party Type **Third Party Site**  
Party Name  
Party Site Name

Address  
Country Name

**Main Information**

\* Indicates required field

* Tax Regime Code	SBX_REGIME_FR	Legal Registration Address	
Tax		Tax Registration Reason	
Tax Jurisdiction Code		Source	Implicit
Company Reporting Name		Issuing Tax Authority	
Tax Registration Type		* Effective From	03-Feb-2010 (example: 19-Jan-2010)
Tax Registration Number	FRA1234567809	Effective To	
Tax Registration Status		<input type="checkbox"/> Set as Default Registration	

Set as Default Registration

**Cancel** **Apply**

6. Click **Apply** on the **Create Tax Registration Details** form. When the **Site** form displays, click **Apply**. The **Update Account** form will be displayed and a confirmation message will indicate your changes have been saved.

**Confirmation**

1. Low-level logging is currently enabled. Your application will not perform as well while low-level logging is on.  
2. Your changes have been saved

Update Account: 5353

**Customer Information**

Name **SABRIX - EU** Customer Type **ORGANIZATION**  
Registry ID **52472**

**Cancel** **Save** **Apply**

7. After completing the registration, the **Tax Profile** of the customer site will display the updated **Tax Registration** section.

The screenshot shows the 'Tax Profile' section of the Oracle Receivables application. At the top, there is a warning message: 'Low-level logging is currently enabled. Your application will not perform as well while low-level logging is on.' Below this, the 'Main Information' section contains checkboxes for 'Allow Tax Applicability' and 'Set for Self Assessment / Reverse Charge', and another for 'Allow Offset Taxes'. The 'Default Controls' section allows setting the 'Rounding Level' (Header or Footer) and 'Rounding Rule' (Up or Down). The 'Tax Registrations' section includes fields for 'Default Reporting Country Name' and 'Default Reporting Tax Registration Type', both with search icons. A 'Create' button is present, followed by a table for managing tax registrations. The table has columns: Regime Code, Tax, Tax Jurisdiction Code, Registration Number, Issuing Tax Authority, Active, Update, and Remove. A single row is shown with the values: SBX\_REGIME\_FR, Tax, FRA1234567890, Yes, and checkboxes for Update and Remove.

Regime Code	Tax	Tax Jurisdiction Code	Registration Number	Issuing Tax Authority	Active	Update	Remove
SBX_REGIME_FR			FRA1234567890		Yes		

## MULTIPLE VAT REGISTRATON NUMBERS

In some cases a single location may need to file multiple registrations. A separate tax registration number can be defined to represent each distinct registration requirement. Oracle requires the registration number be unique for the combination of Regime, Tax, and Jurisdiction.

- Regime - registration number applies to all the taxes within a regime. For example, a registration number applies to the all the taxes for Canada. In this case, a registration number would be defined for the Canada Regime.
- Tax - registration number applies to all the jurisdictions where the tax is applicable. For example, a registration number applies to all the jurisdictions under the tax for Canada Province of Quebec. In this case, a registration number would be defined for the Canada Regime and tax of QCST.
- Jurisdiction - registration number applies to the specific jurisdiction. The registration number can be defined using the jurisdiction to make the combination unique.

## CUSTOMER EXEMPTIONS

ONESOURCE Indirect Tax recommends entering customer exemptions in Determination. However, customer exemptions entered on the Receivables transaction, either adhoc or selected from the customer tax profile, will be transferred to Determination for use in the tax calculation.

If a customer should be fully exempt, follow the steps outlined below to ensure no tax is calculated for the customer:

- **Fully Exempt** checkbox on the **Certificate Information** form is checked in Determination
- Profile **eBTax: Sabrix Customer Source** is set to *Customer*
- **Tax Handling** on the transaction line is set to *Standard*

In the event that tax is required on a transaction for a customer who is otherwise deemed fully exempt in Determination, the following setup allows for adhoc tax calculations for the transaction:

- Profile **eBTax: Sabrix Customer Source** is set to *Customer*
- **Tax Handling** on the transaction invoice is set to *Require*



The customer exemption functionality described in this section applies to both Oracle Order Management and Receivables modules.

## REPORTING

The ONESOURCE Indirect Tax Integration for Oracle 12 Order to Cash offers reports to enable quick viewing of log data, transaction data, and other information. This section explains the following reports:

- **SABRIX TRANSACTION REGISTER**
- **SABRIX LOG TABLE MAINTENANCE (page 64)**
- **SABRIX TRANSACTION MANAGER (page 68)**

There are additional reports users may find helpful. See the *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide* for more information on the following reports:

- **Sabrix XML Report** - displays XML Indata and XML Outdata from the SABRIX\_LOGtable.
- **Sabrix New Tax Flows Report** - provides visibility to all the Tax Flows created by the Integration.
- **GL Tax Account Discrepancies For Sabrix Tax Rate Codes** - lists Tax Rate Codes for the ERP Code where the general ledger accounts differ.

### SABRIX TRANSACTION REGISTER

The **Sabrix Transaction Register** lists Receivables invoices created during the dates that you specify in the report parameters. The report includes a required parameter for operating unit. The report can be run for one operating unit at a time.

The report also displays the actual Transaction Number for reconciliation purposes. This functionality is performed by leveraging Oracle's SYNCHRONIZE API process. In order to utilize the API, profile option **eBTax: Sabrix AR Audit on Complete** must be set to Yes.

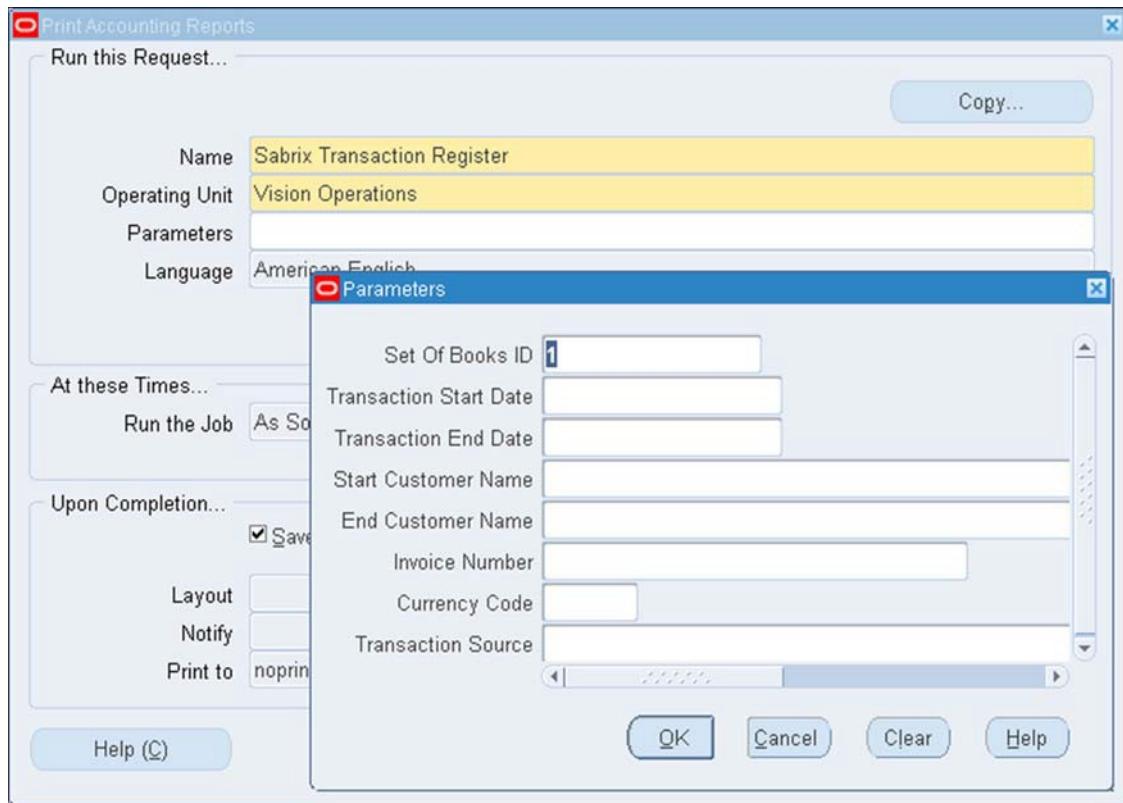


Oracle SYNCHRONIZE API is executed by transactions whose geography has been processed by Oracle Geography Name Referencing program. If it is undesirable to run the program, you can bypass it by creating and configuring a new **Tax Reporting Type Code** called *Validate GNR for Partners*. Refer to *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide* for details.

To run the **Sabrix Transaction Register**:

1. In Oracle Receivables, navigate to **Reports > Accounting**.
2. Select **Sabrix Transaction Register** and enter the Operating Unit.

3. Enter information on the **Parameters** page and click **OK**.



4. Click **Submit**.

5. Navigate to the **Concurrent Manager** to view the report.

## SABRIX LOG TABLE MAINTENANCE

The Integration is fully integrated with Oracle's error handling capabilities. The **Sabrix Log Table Maintenance** process can be used to clean and purge the SABRIX\_LOG table. This process is not operating unit-specific since it is used for Sabrix tables, which are not operating unit-specific.

A significant amount of detail for every transaction is included in the SABRIX\_LOG table, including:

- Input value from Oracle
- Output value from the Determination
- Process dialog and interim values
- Transaction source
- Profile option values
- XML Input and Output to and from Determination



All transaction logging data is stored in the SABRIX\_LOG table, including the appropriate workflow (O2C or P2P). The information can be cleaned or purged using the **Sabrix Log Table Maintenance** concurrent program.

The log messages for all transaction data (not just AR transactions) are written to an Oracle database table, SABRIX\_LOG table, located in the Sabrix schema. The Integration can maintain the logs resulting from Integration processes.

When processing Receivables, Order Management, and Purchasing transactions, log data is controlled by the profile option **eBTax: Sabrix Debug Level** settings of **ALL**, **OFF**, **USER**, **XML**, and **WARNING**, in conjunction with the **eBTax: Sabrix System Print Structure** setting. See the **CONFIGURING PROFILE OPTIONS (page 4)**, for more information.

See the *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide*, “Configuring Profile Options” section, for more information.

For details on logging when processing Oracle Payables transactions, see the section “Configuring Sabrix Tax Process Logging and XML Settings Configuration Options” in the *ONESOURCE Indirect Tax Integration for Oracle 12 Procure to Pay User’s Guide*.

Maintenance of the log files are managed by the **Sabrix Log Table Maintenance** concurrent program. Maintenance actions depend upon the setting of the program parameter values listed below:

- **CLEAN** - data for the parameters (retention days, start and end dates, etc) selected will be deleted from the log table.
- **PURGE** - the log table is emptied, either entirely or all transactions based on the workflow parameter.



The selected action outlined above will be performed on ALL data in the SABRIX\_LOG table, including Receivables, Order Management, Payables, and Purchasing transactions.



Once the data is deleted or purged from the SABRIX\_LOG table, the XML data is also deleted or purged. Therefore, reports (Sabrix XML Report) will contain no data for the filtered criteria.

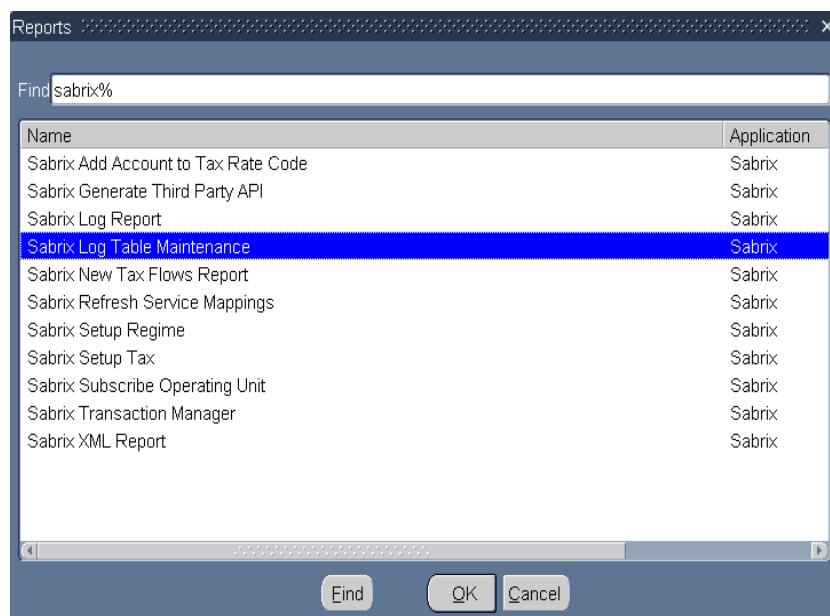
The process parameters include the Action (Clean or Purge), Workflow (O2C or P2P), Retention Days (the number of days to retain the transaction data - used for CLEAN action only), the start and end dates. (date parameters are for CLEAN action only).

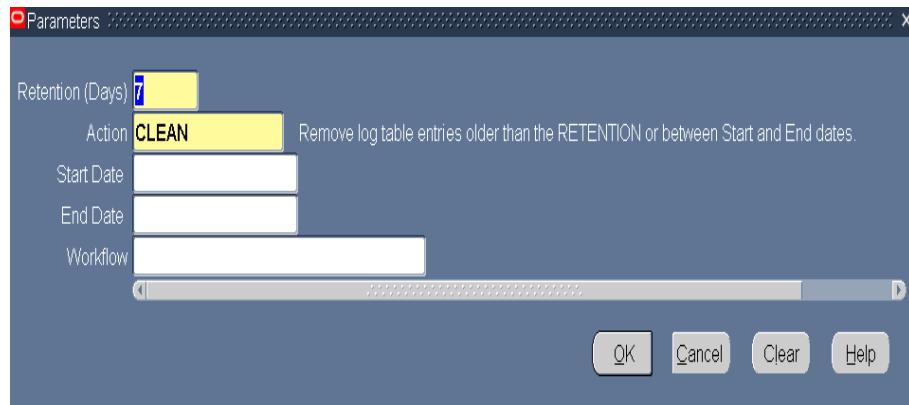
If an error occurs during transaction processing, you are notified. Full rollback capabilities ensure that Determination and Oracle Applications remain in agreement. Even with these safeguards in place, with the level of control granted to administrators and superusers, it is possible to manually circumvent these controls and introduce inconsistencies. For this purpose, the Integration includes reconciliation reports for matching Oracle distributions to audit transactions.

See the **Sabrix Log Report** concurrent process, which enables you to review the data in the SABRIX\_LOG table without requiring a DBA or Developer to gather the data. See the *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide* for more information.

To run the **Sabrix Log Table Maintenance** program:

1. In the Tax Manager responsibility, navigate to **Requests > Other > Requests > Run**.
2. Select **Sabrix Log Table Maintenance**.



3. Enter information on the **Parameters** page.

Parameter	Sample Value	Comment
Retention (Days)	7	The number of days to retain the transaction data in the Sabrix Log table. This parameter will work with the Start Date parameter. The process will retain data in the Sabrix Log table for the number of days in the past, starting at the Start Date parameter value or sysdate (if no start date is entered). This parameter is used only for the 'CLEAN' action.  This parameter is required and defaults to 7.
Action	CLEAN	<b>Note:</b> Action will be performed on ALL data in the Sabrix Log Table, this includes AR, OM, AP, and PO transactions. This parameter will work in conjunction with the 'Workflow' parameter (described below), taking action on only the data for the workflow selected. <ul style="list-style-type: none"> <li><b>CLEAN:</b> Data for the parameters (Retention Days, Start and End Dates, etc) selected will be deleted from the log table.</li> <li><b>PURGE:</b> The entire log table is emptied, either entirely or all transactions based on the workflow parameter.</li> </ul> The default is <i>CLEAN</i> .
Start Date	12-MAY-2006	A start date for a date range for the action of 'CLEAN'. This parameter works in conjunction with the Retention Days parameter.  A null value defaults to sysdate.
End Date	12-MAY-2006	The ending date for a date range for the action of 'CLEAN'. This parameter works in conjunction with the Start Date parameter.  A null value defaults to sysdate.
Workflow	Order to Cash	The workflow, Order to Cash or Procure to Pay, associated with the transaction data. The selection is used in conjunction with the 'Action' parameter.  A null value defaults to all transactions.

The **Sabrix Log Table Maintenance** program could be scheduled to run periodically in order to keep the Sabrix Log table from getting too large. To do this, contact your IT department or someone who is responsible for scheduling concurrent jobs.

## SABRIX TRANSACTION MANAGER

The Integration provides a method for IT personnel to maintain the transaction tables resulting from Integration processes. The Integration writes transactions to tables located in the Sabrix schema. This process is not operating unit-specific since it is used for Sabrix tables which are not operating unit-specific. These tables are managed by the **Sabrix Transaction Manager** concurrent program. This program can, depending upon the setting of parameters listed in the table below:

- Delete transactions older than a specified date.
- Delete transactions for a specified date range.
- Purge all records from the transaction table.



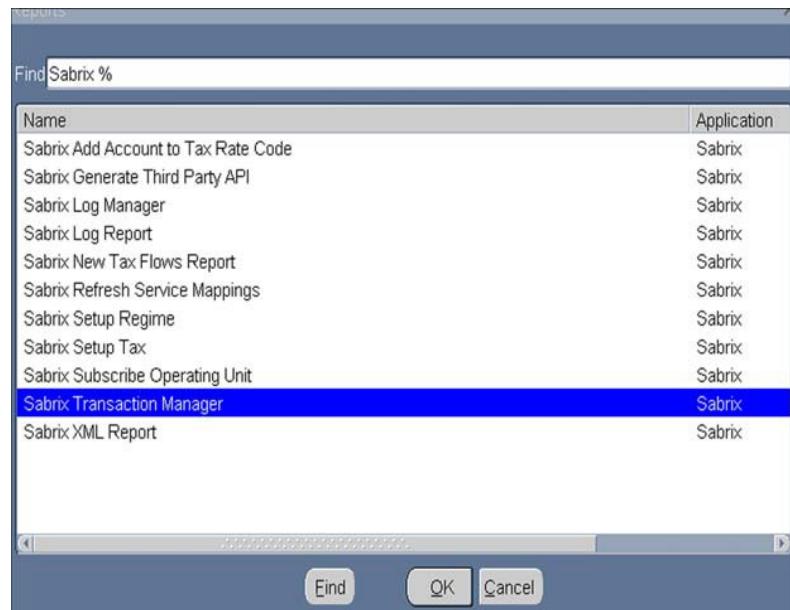
The selected action outlined above will be performed on ALL data in the Sabrix tables, this includes, Receivables, Order Management, Payables, and Purchasing transactions.

The Sabrix schema tables managed by the **Sabrix Transaction Manager** include:

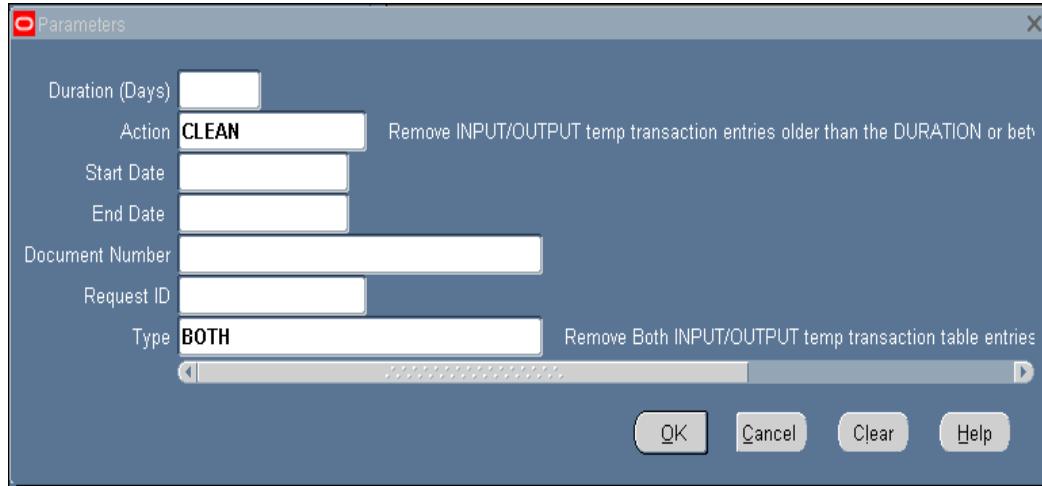
- SABRIX\_INVOICE
- SABRIX\_INVOICE\_OUT
- SABRIX\_INVOICE\_TAX
- SABRIX\_LICENSE
- SABRIX\_LICENSE\_OUT
- SABRIX\_LINE
- SABRIX\_LINE\_TAX
- SABRIX\_LINE\_OUT
- SABRIX\_MESSAGE
- SABRIX\_REGISTRATION

To run the **Sabrix Transaction Manager**:

1. In Oracle Tax Manager, navigate to **Requests > Other > Requests > Run**.
2. Select the **Sabrix Transaction Manager**.



3. Enter information on the **Parameters** page, including **Operating Unit**.



Parameter	Sample Value	Comment
Duration (Days)	7	The length of time in days to delete an entry in the table; Mutually exclusive with Start Date.
Action	<i>PURGE</i>	<p><b>Note:</b> Action will be performed on ALL data in the Sabrix Log Table, this includes AR, OM, AP, and PO transactions.</p> <ul style="list-style-type: none"> <li>• <i>PURGE</i>: Remove all records from the transaction tables via TRUNCATE.</li> <li>• <i>CLEAN</i>: Remove all records older than <b>Duration</b> days old or all records which fall between the dates specified by <b>Start Date</b> and <b>End Date</b>.</li> </ul> <p>The default is <i>CLEAN</i>.</p>
Start Date	12-MAY-2011	<p>A start date for a date range for which transaction table contents will be deleted.</p> <p>The default is today's date minus 14 days. Mutually exclusive with <b>Duration</b>.</p>
End Date	12-MAY-2011	<p>An end date for a date range for which transaction table contents will be deleted</p> <p>The default is today's date minus 7 days.</p>
Document Number	<i>Inv123</i>	The parameter will validate the transaction in this field. If either exists, the transaction manager will perform the action stated in the <b>Action</b> parameter for that document.
Request ID	4126279	The transaction manager will perform the action stated in the <b>Action</b> parameter for the specific request id.
Type	List of Values	<ul style="list-style-type: none"> <li>• <i>INPUT</i>: Selected to delete/purge the records from the <i>tmp_sabrix_invoice_input</i> table.</li> <li>• <i>OUTPUT</i>: Selected to delete/purge the records from the <i>tmp_sabrix_invoice_output</i> table.</li> <li>• <i>BOTH</i>: Selected to delete/purge the records from both the input and output tables. This is the default value for the parameter.</li> </ul>

## DETERMINATION FEATURES

There are some special features in ONESOURCE Indirect Tax Determination 5.

that can be used with the Integration. These Determination features can be enabled with additional configuration. A description of these features and how you can use them are described below. For more information, please see *ONESOURCE Indirect Tax Determination Online Help*.

### USING BONDED WAREHOUSE OR LOCATION TAX CATEGORY

If you have a bonded warehouse or a location that has a unique tax status due to the type of location, this information needs to be provided to Determination. A sales or receivables transaction may carry this information for either the Ship To address for a customer or for a Ship From address (Inventory Organization).

You must create a precalc to populate SF\_is\_Bonded, or SF\_Location\_Tax\_Category (for a Ship From address) or ST\_is\_Bonded or ST\_Location\_Tax\_Category (for a Ship To address).

Depending on how this information is stored or passed, you may be able to use a TransEditor or a rule qualifier instead of a precalc.

### DELIVERY OR INCOTERMS

Incoterms, short for International Commercial Terms, are used to specify an exact point of title transfer. Thirteen codes are currently implemented by the International Chamber of Commerce as part of ICC 2000 and are included in Determination tax data.

You can have Incoterms (Delivery Terms) mapped to a Point Of Title Transfer. Point of Title Transfer affects which authorities and which type of tax are included in tax calculations.

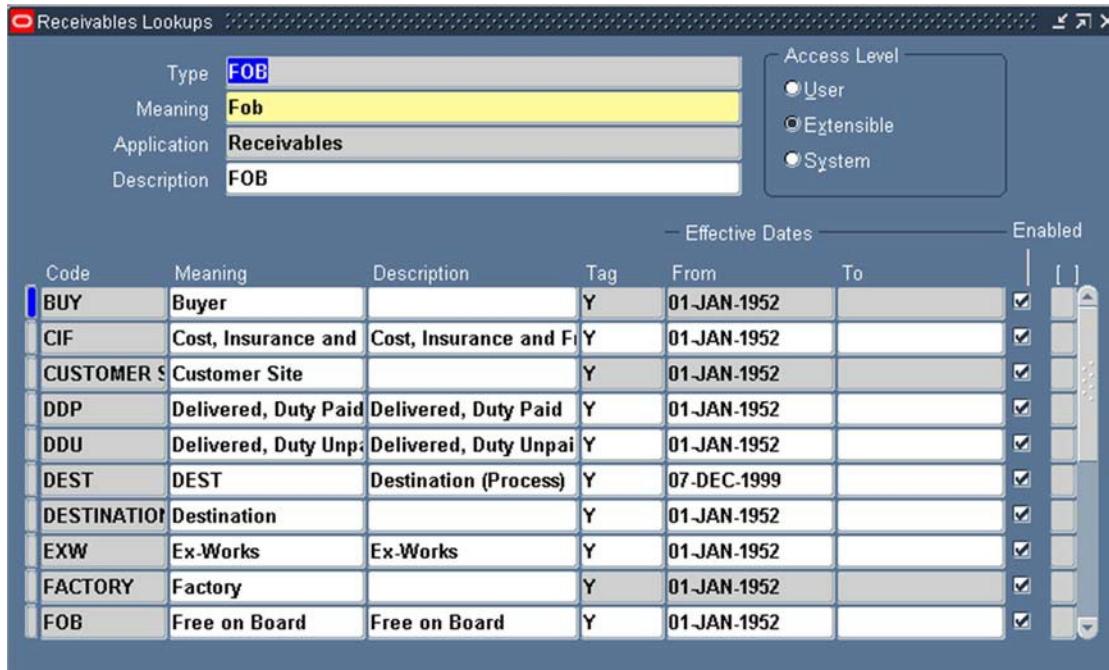
To map your Incoterms in E-Business Suite to the terms in Determination:

1. In Oracle, Using the **Receivables Manager** responsibility, Navigate to **Set Up > System > Quickcodes > Receivables**.

The Delivery terms are your FOB in Oracle. You will find a complete list of your delivery terms in the **Receivables Lookups** form.

2. Query **Type of FOB**.

3. Enter your quickcodes in the list of **FOB** and Save your changes.



The screenshot shows the 'Receivables Lookups' window with the following details:

Type	FOB	Access Level
Meaning	Fob	<input checked="" type="radio"/> User
Application	Receivables	<input type="radio"/> Extensible
Description	FOB	<input type="radio"/> System

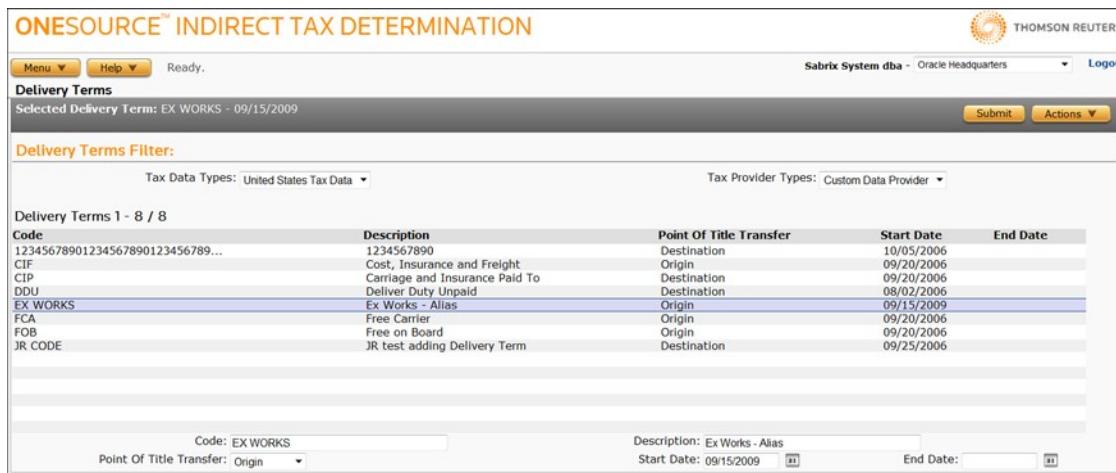
Effective Dates

Code	Meaning	Description	Tag	From	To	Enabled
BUY	Buyer		Y	01-JAN-1952		<input checked="" type="checkbox"/>
CIF	Cost, Insurance and Freight	Cost, Insurance and Freight	Y	01-JAN-1952		<input checked="" type="checkbox"/>
CUSTOMER S	Customer Site		Y	01-JAN-1952		<input checked="" type="checkbox"/>
DDP	Delivered, Duty Paid	Delivered, Duty Paid	Y	01-JAN-1952		<input checked="" type="checkbox"/>
DDU	Delivered, Duty Unpaid	Delivered, Duty Unpaid	Y	01-JAN-1952		<input checked="" type="checkbox"/>
DEST	DEST	Destination (Process)	Y	07-DEC-1999		<input checked="" type="checkbox"/>
DESTINATION	Destination		Y	01-JAN-1952		<input checked="" type="checkbox"/>
EXW	Ex-Works	Ex-Works	Y	01-JAN-1952		<input checked="" type="checkbox"/>
FACTORY	Factory		Y	01-JAN-1952		<input checked="" type="checkbox"/>
FOB	Free on Board	Free on Board	Y	01-JAN-1952		<input checked="" type="checkbox"/>

4. In Determination, click **Menu > System > Tax Data Config > Delivery Terms**.

5. Enter your quickcodes exactly as they are named in Oracle and then choose the appropriate **Point of Title Transfer**, **Description**, **Start Date**, and **End Date**.

6. Click **Submit**.



The screenshot shows the 'ONESOURCE™ INDIRECT TAX DETERMINATION' interface with the following details:

Delivery Terms

Selected Delivery Term: EX WORKS - 09/15/2009

Delivery Terms Filter:

Tax Data Types: United States Tax Data | Tax Provider Types: Custom Data Provider

Delivery Terms 1 - 8 / 8

Code	Description	Point Of Title Transfer	Start Date	End Date
12345678901234567890123456789...	1234567890	Destination	10/05/2006	
CIF	Cost, Insurance and Freight	Origin	09/20/2006	
CIP	Carriage and Insurance Paid To	Destination	09/20/2006	
DDU	Deliver Duty Unpaid	Destination	08/02/2006	
EX WORKS	Ex Works - Alias	Origin	09/15/2009	
FCA	Free Carrier	Origin	09/20/2006	
FOB	Free on Board	Origin	09/20/2006	
JR CODE	JR test adding Delivery Term	Destination	09/25/2006	

Code: EX WORKS  
Point Of Title Transfer: Origin

Description: Ex Works - Alias  
Start Date: 09/15/2009  
End Date:

## DEPENDENT PRODUCTS

Using Determination, you can associate invoice lines that have the same tax treatment. The XML tag of <RELATED\_LINE\_NUMBER> can be populated from a precalc by filling in the column *related\_line\_number* in the *Sabrix\_line* table.

## AUTHORITY CURRENCY

Many non-US authorities require tax reports submitted in the currency designated by that authority. However, individual transactions can occur in multiple currencies. If exchange rates are maintained in Determination, Tax Exchange Rate Date and Authority Currency Amount are supplied with the tax results from Sabrix and stored in the SABRIX\_LINE\_TAX table.

## TAX POINT DATE

Many countries have specific laws regarding the date that should be considered the Tax Point Date. For example, the UK requires the invoice date to be used for the tax point date, unless it occurs 14 days or more after the date of the shipment. In that case, the ship date should be used. The ONESOURCE Indirect Tax Integration sends the ship date as well as the invoice date. Determination will then evaluate which date to use for the tax calculation.

# TAX RATE CODES AND GENERAL TAX ACCOUNTS

The *ONESOURCE Indirect Tax Integration for Oracle 12 Installation and Configuration Guide* outlines the process for creating Tax Rate Codes for use by your integration. The process describes how to create tax flows for the initial implementation, as well as how to create additional information after the initial implementation. For example, you may add a custom authority in ONESOURCE Indirect Tax Determination and want it to have a unique tax rate code and associated accounting.

The sections below describe the processes to:

- ***CREATING ADDITIONAL TAX RATE CODES FOR RECEIVABLES (page 75)***
- ***SABRIX ADD ACCOUNT TO TAX RATE CODE (page 76)***
- ***MANUALLY ADDING GENERAL LEDGER TAX ACCOUNTS FOR RECEIVABLES (page 77)***
- ***UPDATING GENERAL LEDGER TAX ACCOUNTS FOR RECEIVABLES (page 81)***

## CREATING ADDITIONAL TAX RATE CODES FOR RECEIVABLES

If a Default (DFLT) Tax Flow is defined, the Integration can automatically create Tax to Rate Flows for ERP Tax Codes returned from Determination that are not defined in Oracle. This allows the flows to be created and the transaction to be processed.

Alternatively, a new individual tax flow can be added to an existing Regime by running the concurrent process, *Sabrix Setup Tax*. This process will create the Tax Rate Code and associated Tax, Status, and Jurisdiction for the entered regime. The general ledger tax accounts are not created by the concurrent process and must be added as an additional step.



Be sure the Oracle **Tax Managers** responsibility you are using has the multi-org access to the operating units to which you will be defining the Tax Rate Code and associating the general ledger accounts.

To run the *Sabrix Setup Tax* concurrent process:

1. Select the **Tax Managers** responsibility.
2. Navigate to the **Requests > Other > Requests > Run** and select a single request.
3. In the name field, select the concurrent process *Sabrix Setup Tax*.

4. Enter the following parameters:.

Prompt	Description
Tax Regime	Tax Regime Name. Choose from value set
ERP Tax Code	Sabrix ERP Tax Code. Choose from value set
Tax Direction	Specifies input/output values for VAT recovery identification. Choose from value set.
Install O2C	Create an O2C Tax Flow? Yes or No
Install P2P	Create a P2P Tax Flow? Yes or No
Start Date	Tax Effective Start Date (DD-MMM-YYYY); must be on or after the Regime start date

5. Click **Submit**.

6. Review the concurrent request log file to confirm successful completion.

For more information, see the following:

- To add general ledger accounts for a new Tax Rate Code using the concurrent process, see **SABRIX ADD ACCOUNT TO TAX RATE CODE (page 76)**
- To manually enter general ledger accounts for a new Tax Rate Code, see **MANUALLY ADDING GENERAL LEDGER TAX ACCOUNTS FOR RECEIVABLES (page 77)**.
- To manually change the general ledger accounts for an existing Tax Rate Code, see **UPDATING GENERAL LEDGER TAX ACCOUNTS FOR RECEIVABLES (page 81)**

## SABRIX ADD ACCOUNT TO TAX RATE CODE

The general ledger accounts can be manually entered via the **Tax Accounts** form in the **Tax Manager** responsibility. Alternatively, the **Sabrix Add Account to Tax Rate Code** program can be run to assign all the **Tax Rate Codes** for the specified ERP Tax Code to a specific operating unit's general ledger tax accounts. This process can also be run to change/update the existing general ledger tax accounts for all the **Tax Rate Codes** (i.e. authorities) for the specified ERP TaxCode.



You must execute the concurrent process once for each combination of regime, operating unit and tax rate code.



Thomson Reuters recommends that you use the same general ledger accounts within the ERP Tax Code group. An ERP Tax Code group relates to all the Tax Flows associated with the same ERP Tax Code. For example, all the city and county authorities within a state will have the same ERP Tax Code, such as Washington has USWA.

To run the Sabrix Add Account to Tax Rate Code concurrent process:



To easily identify recoverable vs. non-recoverable amounts in the general ledger, it is advised to enter separate Tax Recoverable/Liability accounts for recoverable (GST) and non-recoverable (PST) Tax Rate Codes.

1. Select the **Tax Managers** responsibility.
2. Navigate to **Requests > Other > Requests > Run** and select a single request.
3. In the name field, select the concurrent process **Sabrix Add Account to Tax Rate Code**.
4. Enter the following parameters:

Prompt	Description
Tax Regime	Tax Regime Name. Choose from value set
Operating Unit	Operating Unit. Choose from value set
ERP Tax Code	Sabrix ERP Tax Code. Choose from value set
Workflow	<i>Procure to Pay or Order to Cash.</i> Choose from value set.
Tax Direction	Specifies input/output values for VAT recovery identification. Choose from value set.
Recoverable/Liability Acct	Enter a valid General Ledger account combination for the Operating Unit Required for O2C and P2P Tax Rate Codes
Tax Expense Acct	Enter a valid General Ledger account combination for the Operating Unit Not Required for O2C Tax Rate Codes

5. Click **Submit**.
6. Review the concurrent request log file to confirm successful completion.

## MANUALLY ADDING GENERAL LEDGER TAX ACCOUNTS FOR RECEIVABLES



Thomson Reuters recommends that you use the same general ledger accounts within the ERP Tax Code group. An ERP Tax Code group relates to all the Tax Flows associated with the same ERP Tax Code. For example, all the city and county authorities within a state will have the same ERP Tax Code, such as Washington has USWA.

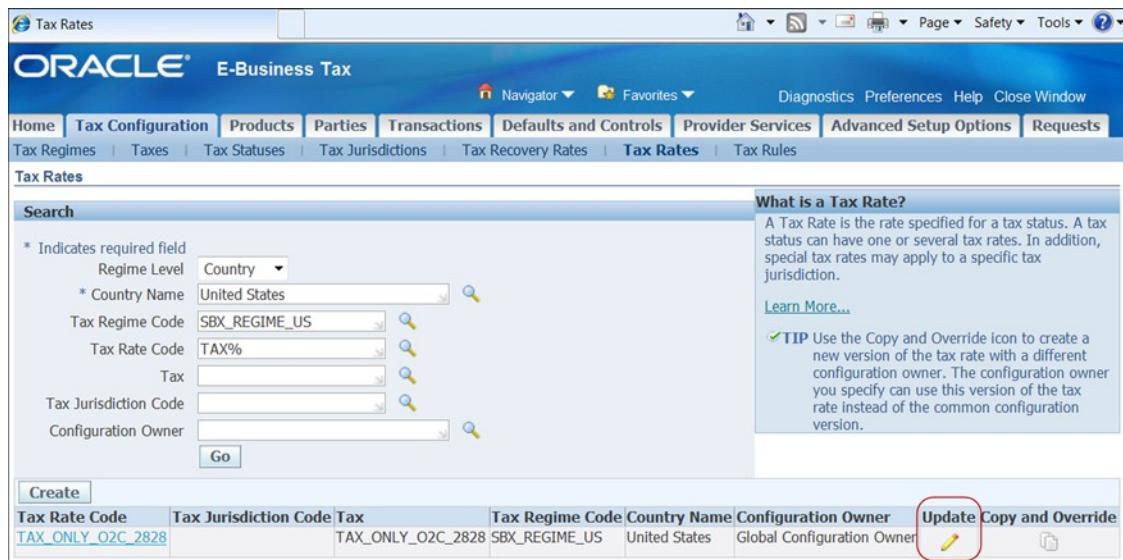


To easily identify recoverable vs. non-recoverable amounts in the general ledger, it is advised to enter separate Tax Recoverable/Liability accounts for recoverable (GST) and non-recoverable (PST) Tax Rate Codes.

To enter the general ledger accounts for the new **Tax Rate Code**:

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MANUALLY ADDING GENERAL LEDGER TAX ACCOUNTS FOR RECEIVABLES

1. Navigate to **Tax Configuration > Tax Rates**.
2. Search for your newly created **Tax Rate Code** and click the **Update** icon.

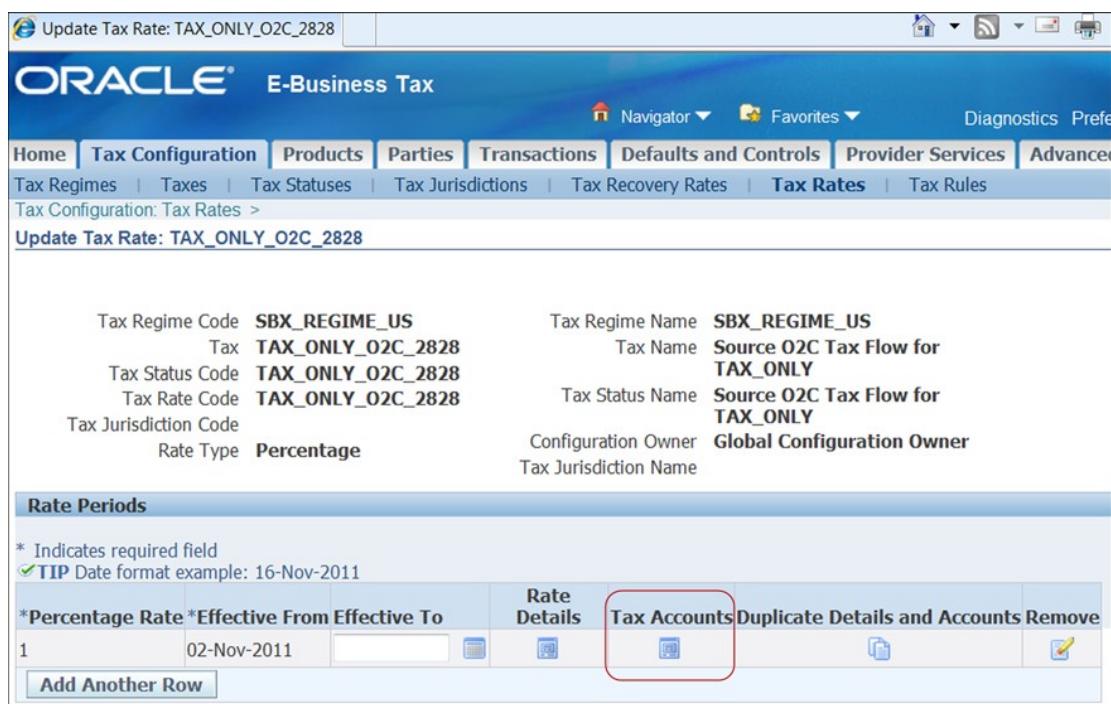


The screenshot shows the Oracle E-Business Tax Rates interface. In the search section, the following fields are populated:

- Regime Level: Country (United States)
- Tax Regime Code: SBX\_REGIME\_US
- Tax Rate Code: TAX%
- Tax Jurisdiction Code: (empty)
- Configuration Owner: Global Configuration Owner

The "Update" icon in the "Create" row is highlighted with a red circle.

3. Click the **Tax Accounts** icon.

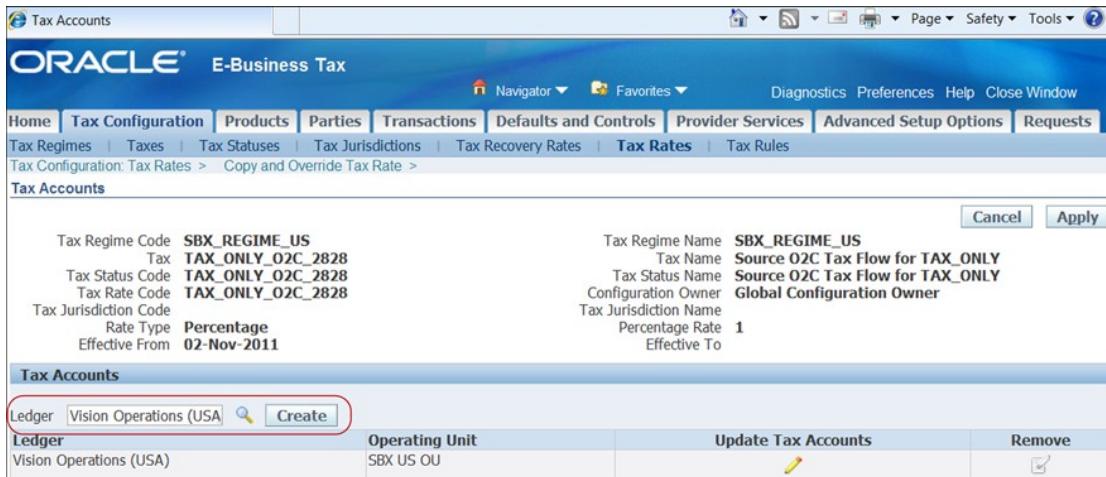


The screenshot shows the "Update Tax Rate: TAX\_ONLY\_O2C\_2828" page. The tax rate details are listed:

Tax Regime Code	SBX_REGIME_US	Tax Regime Name	SBX_REGIME_US
Tax	TAX_ONLY_O2C_2828	Tax Name	Source O2C Tax Flow for TAX_ONLY
Tax Status Code	TAX_ONLY_O2C_2828	Tax Status Name	Source O2C Tax Flow for TAX_ONLY
Tax Rate Code	TAX_ONLY_O2C_2828	Configuration Owner	Global Configuration Owner
Tax Jurisdiction Code		Tax Jurisdiction Name	
Rate Type	Percentage		

The "Tax Accounts" icon in the "Rate Details" row is highlighted with a red circle.

4. Enter your accounting **Ledger** and click **Create**.



**Tax Rates**

Ledger	Operating Unit	Update Tax Accounts	Remove
Vision Operations (USA)	SBX US OU		

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MANUALLY ADDING GENERAL LEDGER TAX ACCOUNTS FOR RECEIVABLES

5. Next, enter the **Operating Unit** and the **Tax Recoverable/Liability** account shown below. The **Tax Expense** account is not required for O2C, but is required for P2P. Click **Apply** on the **Create Tax Accounts** form.

ORACLE® E-Business Tax

**Main Information**

Ledger: Vision Operations (USA)

\* Operating Unit: SBX Canada OU

**General Tax Accounts**

Tax Expense: 01-420-7710-0000-000

\* Tax Recoverable/Liability: 01-000-2530-0000-000

6. The **Tax Accounts** form will be displayed: click **Apply**. The **Update Tax Rate** form will be displayed: click **Apply**. The **Tax Rates** form will be displayed with the confirmation message indicating your changes have been saved.

**Confirmation**

The Tax Rate has been successfully updated.

**Tax Rates**

**Search**

\* Indicates required field

Regime Level: Country

\* Country Name: United States

Tax Regime Code: SBX\_REGIME\_US

Tax Rate Code: TAX%

Tax Jurisdiction Code: TAX\_ONLY\_O2C\_2828

Configuration Owner: Global Configuration Owner

**What is a Tax Rate?**

A Tax Rate is the rate specified for a tax status. A tax status can have one or several tax rates. In addition, special tax rates may apply to a specific tax jurisdiction.

**TIP** Use the Copy and Override icon to create a new version of the tax rate with a different configuration owner. The configuration owner you specify can use this version of the tax rate instead of the common configuration version.

**NOTE** The general ledger account entry steps need to be repeated for each operating unit in which the **Tax Rate Code** will be used.

## UPDATING GENERAL LEDGER TAX ACCOUNTS FOR RECEIVABLES

The general ledger accounts defined on a **Tax Rate Code** can be updated manually (described below). To automatically update all the Tax Rate Codes for a specific ERP Tax Code, the **Sabrix Add Account to Tax Rate Code** program can be run to change/update all the **Tax Rate Codes** (i.e. authorities) for the specified ERP Tax Code to a specific operating unit's general ledger tax accounts.

For more information see **SABRIX ADD ACCOUNT TO TAX RATE CODE (page 76)**..



Thomson Reuters recommends that you use the same general ledger accounts within the ERP Tax Code group. An ERP Tax Code group relates to all the Tax Flows associated with the same ERP Tax Code. For example, all the city and county authorities within a state will have the same ERP Tax Code, such as Washington has USWA.



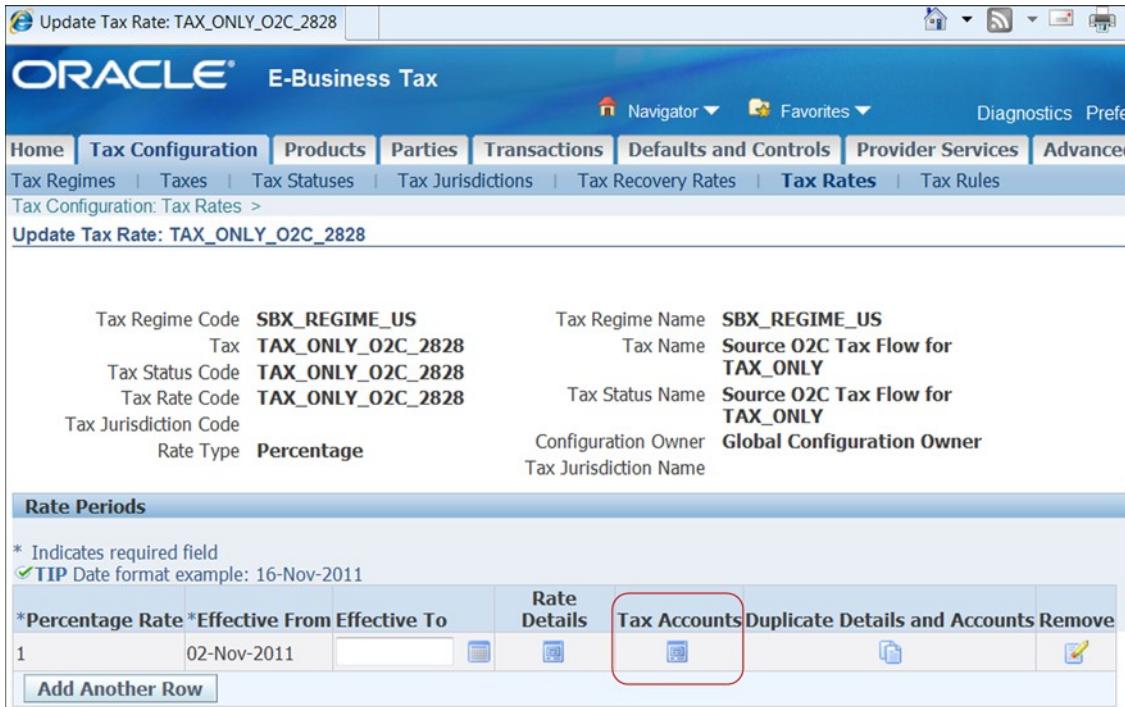
To easily identify recoverable vs. non-recoverable amounts in the general ledger, it is advised to enter separate Tax Recoverable/Liability accounts for recoverable (GST) and non-recoverable (PST) Tax Rate Codes.

To update the general ledger accounts manually:

1. Select the **Tax Managers** responsibility.
2. Navigate to **Tax Configuration > Tax Rates** form.
3. Enter the search criteria for the **Tax Rate Code** to be updated and click **Go**.
4. Click the **Update** icon associated with the Tax Rate Code to be updated.

The screenshot shows the Oracle E-Business Tax interface. The top navigation bar includes links for Navigator, Favorites, Diagnostics, Preferences, Help, and Close Window. The main menu bar has links for Home, Tax Configuration, Products, Parties, Transactions, Defaults and Controls, Provider Services, Advanced Setup Options, and Requests. Below the menu bar, there are links for Tax Regimes, Taxes, Tax Statuses, Tax Jurisdictions, Tax Recovery Rates, Tax Rates, and Tax Rules. The current page is 'Tax Rates'. On the left, there is a 'Search' section with fields for Regime Level (Country), Country Name (United States), Tax Regime Code (SBX\_REGIME\_US), Tax Rate Code (TAX%), Tax Jurisdiction Code, and Configuration Owner. A 'Go' button is at the bottom of the search section. To the right, there is a 'What is a Tax Rate?' section with a tip about using the 'Copy and Override' icon to create a new version of the tax rate with a different configuration owner. The 'Copy and Override' icon is circled in red. At the bottom, there is a 'Create' section with a table showing the current data: Tax Rate Code (TAX\_ONLY\_O2C\_2828), Tax Jurisdiction Code (TAX\_ONLY\_O2C\_2828), Tax Regime Code (SBX\_REGIME\_US), Country Name (United States), Configuration Owner (Global Configuration Owner), and a row for 'Update' and 'Copy and Override'.

5. Click the **Tax Accounts** icon.



Update Tax Rate: TAX\_ONLY\_O2C\_2828

Tax Regime Code	SBX_REGIME_US	Tax Regime Name	SBX_REGIME_US
Tax	TAX_ONLY_O2C_2828	Tax Name	Source O2C Tax Flow for TAX_ONLY
Tax Status Code	TAX_ONLY_O2C_2828	Tax Status Name	Source O2C Tax Flow for TAX_ONLY
Tax Rate Code	TAX_ONLY_O2C_2828	Configuration Owner	Global Configuration Owner
Tax Jurisdiction Code		Tax Jurisdiction Name	
Rate Type	Percentage		

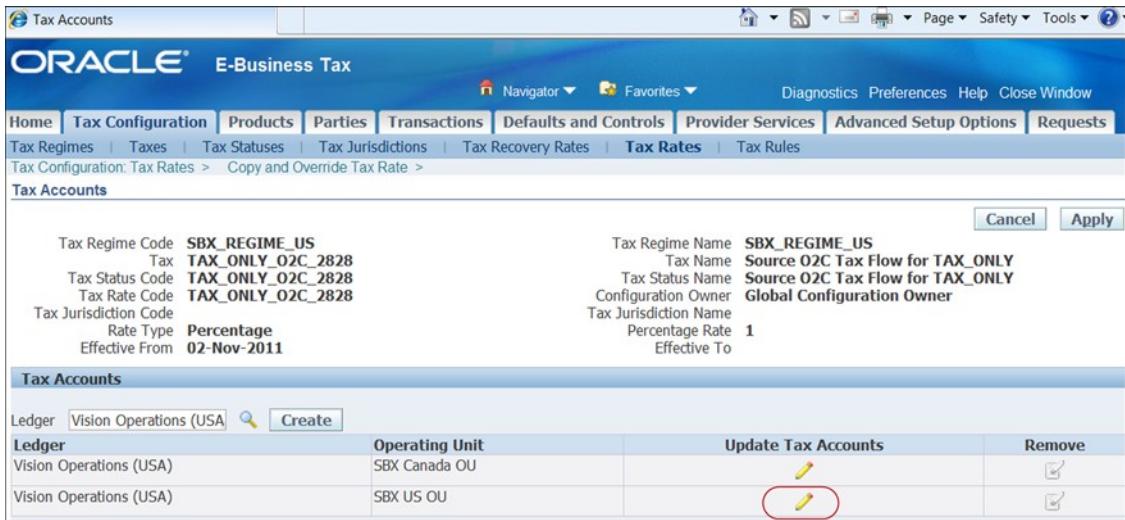
**Rate Periods**

\* Indicates required field  
TIP Date format example: 16-Nov-2011

*Percentage Rate	*Effective From	Effective To	Rate Details	Tax Accounts	Duplicate Details and Accounts	Remove
1	02-Nov-2011					

**Add Another Row**

6. Click the **Update Tax Accounts** icon.



Tax Accounts

Tax Regime Code	SBX_REGIME_US	Tax Regime Name	SBX_REGIME_US
Tax	TAX_ONLY_O2C_2828	Tax Name	Source O2C Tax Flow for TAX_ONLY
Tax Status Code	TAX_ONLY_O2C_2828	Tax Status Name	Source O2C Tax Flow for TAX_ONLY
Tax Rate Code	TAX_ONLY_O2C_2828	Configuration Owner	Global Configuration Owner
Tax Jurisdiction Code		Tax Jurisdiction Name	
Rate Type	Percentage	Percentage Rate	1
Effective From	02-Nov-2011	Effective To	

**Tax Accounts**

Ledger	Operating Unit	Update Tax Accounts	Remove
Vision Operations (USA)	SBX Canada OU		
Vision Operations (USA)	SBX US OU		

7. Update the **Tax Recoverability/Liability** account value. Then click **Apply** on the **Update Tax Accounts** form.

8. The **Tax Accounts** form will be displayed; click **Apply**. The **Update Tax Rate** form will be displayed; click **Apply**. The **Tax Rates** form will be displayed with the confirmation message indicating your changes have been saved.