

I submit the Intrastat return

Tasks to be completed when documenting an operation (from creation to publication)

1. Enter the **Title of the operation / page**

2. Add the following Labels:

- Scope of applicability: ww, country_accounting
- Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south_korea, thailand, singapore
- Unit and Domain according to the [List of labels to be used in the Finance Service Line space](#)
 - E.g. 1: WW Operation in Financial Accounting under domain "Central Finance Processes & Compliance":
 - Labels to be used: *ww, financial_accounting, central_fin_proc_compliance*
 - E.g. 2: France Operation in Financial Accounting:
 - Labels to be used: *country_accounting, france, financial_accounting*
(for country operations, the Domain is always country_accounting)

3. Fill in all fields as described above

4. Once the description of the operation is completed, ensure it is approved and published by launching the [SBS-Finance approval workflow](#)

Domain: Indirect Taxes

Responsibility area: Ensure the Intrastat compliance

Table of contents

- [Tasks to be completed when documenting an operation \(from creation to publication\)](#)
- [1. Enter the Title of the operation / page](#)
- [2. Add the following Labels:](#)
 - [Scope of applicability: ww, country_accounting](#)
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- [Table of contents](#)
- [1. Objective and Scope](#)
 - [1.1 Objective of this Operation](#)
 - [1.2 Scope](#)
- [2. Definitions](#)
- [3. Tasks description](#)
 - [3.1. I delete/update the Intrastat Information according to the analysis done in "I prepare the Intrastat return" operation](#)
 - [3.2. I extract the updated information from SAP in order to obtain the final file for submission](#)
 - [3.3. I fill in the information for Intrastat purposes according to the rules in each country](#)
 - [3.4. I send the Return for the Intrastat Authorities](#)

Scope



WW

ERP



PF1



WP1

Frequency

blocked URL

References

Forms

Attachments

8. Add the link to attachments or external links

[Regulation \(EC\) No 638/2004 of the European Parliament and of the Council of 31 March 2004 on Community statistics relating to the trading of goods between Member States and repealing Council Regulation \(EEC\) No 3330/91](#)

[I prepare the Intrastat return << I submit the Intrastat return >> Next](#)
OP

1. Objective and Scope

1.1 Objective of this Operation

Intrastat is the data collection system for compiling statistics on international trade in goods between the European Union (EU) Member States.

The objective is to submit the Intrastat file after the analysis was performed and the upload file created.

Intrastat filings require details of all dispatches (sales) of goods to other EU countries, plus the arrivals (purchases). Details required of each transaction include:

- Description of the goods
- Commodity code of the goods
- Quantity and value of the goods
- Delivery terms
- Country of departure and arrival (using country codes)
- Any shipping costs

1.2 Scope

Only applicable in the EU and only for companies that purchase or sell goods to companies located in other EU countries. The obligation to submit the Intrastat report is only due after exceeding a specific threshold. The threshold varies depending on the country and depending if Intrastat of Arrivals or Intrastat of Dispatches, as well as is updated each year.

2. Definitions

See [Finance Glossary](#)

3. Tasks description

3.1. I delete/update the Intrastat Information according to the analysis done in "I prepare the Intrastat return" operation

We have to correct the mistakes using **VEFU** transaction. For the flows identified that need to be considered, VAT team add lines in VEFU completing all the info needed.

For each company, you have to choose the corresponding variant.

This transaction will not be printed, it is just to correct errors.

Select:

- Option 1 for Arrivals or 2 for Dispatches;
- Company Code;
- Month of Analysis and the reporting country.

Foreign Trade: Declarations to the Authorities - Add Entries	
	
Edit data pool for INTRASTAT	
Reporting year	2021
Reporting Month	6
Arrival/Dispatch	1
Country of Dec.	DE
Secondary select. criteria	
Created By	
Company Code	4056
Plant	
Document number	
Record Selection	
☒ All Records	
☐ Services Only	

When you execute the transaction you obtain the following screen:

Change View "INTRASTAT Receipt/Dispatch": Overview

New Entries

Reporting year	Reporting Month	Recpt/Disp	Number	Company Code	Plt	Document no.
2021	6	1	26	4056	RBAX	4513693436
2021	6	1	27	4056	RBAB	4513698985
2021	6	1	28	4056	RBAX	4513709899
2021	6	1	29	4056	BBAA	4513611575
2021	6	1	30	4056	RBAX	4513709176
2021	6	1	31	4056	RBAX	4513710036
2021	6	1	32	4056	RBAX	4513711631
2021	6	1	33	4056	RBAA	4511506460
2021	6	1	34	4056	RBAA	4511506460
2021	6	1	35	4056	BBAB	4513678585
2021	6	1	36	4056	BBAX	4513703409
2021	6	1	37	4056	BBAB	4513698858
2021	6	1	38	4056	BBAB	4513703839
2021	6	1	39	4056	RBAX	4513717361
2021	6	1	40	4056	RBAX	4513717361
2021	6	1	41	4056	RBAX	4513717361
2021	6	1	42	4056	BBAB	4513661620
2021	6	1	43	4056	BBAB	4513676972
2021	6	1	44	4056	RBAX	4513701048
2021	6	1	45	4056	RBAX	4513701048
2021	6	1	46	4056	RBAX	4513701048
2021	6	1	47	4056	RBAX	4513719586
2021	6	1	48	4056	BBAA	4513715362
2021	6	1	49	4056	BBAA	4513715362

In case there is some document to be deleted or to be corrected select the billing and click on the line:

Change View "INTRASTAT Receipt/Dispatch": Details

New Entries

Control information

Reporting year: 2021 Export/Import: 1 Receipt / Import
Reporting Month: 6 Seq. number: 26

Identification

Created By: WF-BATCH Created On: 23.06.2021
Creation type: M Record created automatically and changed manually
Data origin ID: ☐ Service

Document information

Document number: 4513693436 Item: 10

Organizational data

Company Code: 4056 SOLVAY CHEM (DE)
INTRASTAT ID: 25200102950 Add. number: 0
Plant: RBAX PlantCountry: DE GERMANY
Purchasing Org.: DRB Einkauf Rheinberg

General item data

Invoice value: 41.360,00 Currency: EUR Euro
Tare mass: 22.000,000 Weight Unit: KG kilogram
Special UoM: Weight Unit:
Billing Date: 01.06.2021 Incoterms: DAP DAP - Delivered
VendorVATRegNo.: IT02401140997

Foreign trade header data

ModeOfTr-Border: 3 Road Office of entry:

Foreign trade item data

Comm./imp. code: BusTransactType: 11 Final Purchase/S
Procedure: 4300 Export W/out Preced.Cust.Reg.
Statist.value: 41.360,00 Currency: EUR Euro

To delete (remove item from VEFU and therefore, not report it in Intrastat) you can click on the minus signal (example in yellow):

Change View "INTRASTAT Receipt/Dispatch": Details

68 New Entries     

Control information			
Reporting year	2021	Export/Import	1 Receipt / Import
Reporting Month	6	Seq. number	26

Identification			
Created By	WF-BATCH	Created On	23.06.2021
Creation type	M Record created automatically and changed manually		
Data origin ID		☐ Service	

Document information			
Document number	4513693436	Item	10

Organizational data			
Company Code	4056	SOLVAY CHEM (DE)	
INTRASTAT ID	25200102950	Add. number	0
Plant	RBAX	PlantCountry	DE GERMANY
		Purchasing Org.	DRB Einkauf Rheinberg

General item data			
Invoice value	41.360,00	Currency	EUR Euro
Tare mass	22.000,000	Weight Unit	KG kilogram
Special UoM		Weight Unit	
Billing Date	01.06.2021	Incoterms	DAP DAP - Delivered
VendorVATRegNo.	IT02401140997		

To **adapt or correct VEFU**, open the item and edit what is necessary. Make sure to save it.

Change View "INTRASTAT Receipt/Dispatch": Details

Change View "INTRASTAT Receipt/Dispatch": Details

New Entries

Control information

Reporting year	2022	Export/Import	2	Dispatch / Export
Reporting Month	8	Seq. number	1122	

Identification

Created By	WF-BATCH	Created On	06.09.2022
Creation type	M	Record created automatically and changed manually	
Data origin ID		☐ Service	

Document information

Document number	58065622	Item	10
Document cat.	M Invoice		

Organizational data

Company Code	0270	SOLVAY CHIMICA (IT)	
INTRASTAT ID		Add. number	0
Plant	BU26	PlantCountry	IT ITALY
Sales Org.	0270	SOLVAY CHIMICA	

General item data

Invoice value	3.974,40	Currency	EUR	Euro
Tare mass	1.440,000	Weight Unit	KG	klogram
Special UoM		Weight Unit		
Billing Date	01.08.2022	Incoterms	CIP	CIP - Carriage/

The recurrent missing information is:

- Tare mass
- Procedure
- Buss Transaction Type
- Commodity Code (field Comm./imp. code)

The image of invoice should be open and the data should be updated in VEFU accordingly.

To add an item in VEFU, click on " New Entries ".

Change View "INTRASTAT Receipt/Dispatch": Overview

Change View "INTRASTAT Receipt/Dispatch": Overview

New Entries

Reporting year	Reporting Month	Recpt/Disp	Number	Company Code	Plnt	Document no.
2022	7	2	1139	0270	ROIS	58067745
2022	7	2	1140	0270	ROIS	58067747
2022	7	2	1141	0270	ROIS	58067759
2022	7	2	1142	0270	ROIS	58067765
2022	7	2	1143	0270	ROIS	58067767

Fill in the Company Code and the Plant *. After adding the Plant the remaining fields will be unblocked and available to be filled.

New Entries: Details of Added Entries

Control information

Reporting year	2022	Export/Import	2	Dispatch / Export
Reporting Month	8	Seq. number	0	

Identification

Created By	PT63034051	Created On	23.09.2022
Creation type	F	Record added manually in change transaction	
Data origin ID		☐ Service	

Document information

Document number		Item	0
Document cat.	Revenue canceled	Plus/minus	
Reference doc.		Reference item	0
Ref. month	0	Reference yr	

Organizational data

Company Code	☒	Add. number	0
INTRASTAT ID		PlantCountry	
Plant	☒	Purchasing Org.	
Sales Org.			

General item data

Invoice value	0,00	Currency	
Tare mass	0,000	Weight Unit	KG
Special UoM	0,000	Weight Unit	

* How do we know the Plant?

Go to the posting, double-click on line 2, followed by "More"

3.2. I extract the updated information from SAP in order to obtain the final file for submission

After the VEFU is updated and saved, the Intrastat transaction for each country should be run to obtain the final upload file.

Each country has a different transaction VE** (VEDE, VE08, VEPT,...) or other transactions such as MIES. See Country specifics for detailed information.

Example for Germany:

Run VEDE (choose the variant by Company Code and Arrivals or Dispatches):

INTRASTAT: INSTAT/XML - Germany

Selection Criteria - General

Reporting Month: 6
Reporting Year: 2021
Company Code: 4056
Plant: 6104 to
Receipt (1) / Dispatch (2): 1

Additional Details

Material Number: XGAX4
Federal State of Tax Office: 03
Different Additional Number:

Specs for Creating Files

Target Disk Drive: C
Subdirectory on PC: \INTRASTAT\

Technical Specifications

☐ Summarize Data
☒ Output Log
☒ Create File
Layout:

The file is automatically created:

Intrastat Declaration - Germany

Save in: Desktop

Quick access: OneDrive, This PC, Network, Libraries, This PC, Network

File name: XGAX4-202106-20210630-1328
Save as type: XML (*.XML)

Save Cancel

And we will obtained the final information:

Periodic Declarations - INTRASTAT Receipt - Selection log

Country of Dec: DE
Reporting Time Frame: 6 / 2021
Records selected: 41

Classif. key	DocumentNo	Item ID number	trader	Billing Date	D.c	Des	Inco	Tr	M	Comm./imp. code no.	Origin Procedure	Crcy
0000000001	4511506460	855	25200102950	00.06.2021	BE	05	FCA	11	3	28365000	BE 4300	EUR
0000000002	4511506460	1660	25200102950	00.06.2021	BE	05	FCA	11	3	25210000	BE 4300	EUR
0000000003	4513611575	10	25200102950	00.06.2021	BE	15	FCA	11	3	27011100	BE 4300	EUR
0000000004	4513661620	10	25200102950	00.06.2021	IT	15	CIP	11	3		IT 4300	EUR
0000000005	4513676972	10	25200102950	00.06.2021	IT	15	CIP	11	3	39201089	IT 4300	EUR
0000000006	4513676985	10	25200102950	00.06.2021	IT	15	CIP	11	3	39234990	IT 4300	EUR
0000000007	4513693436	10	25200102950	00.06.2021	IT	05	DAP	11	3		IT 4300	EUR
0000000008	4513698858	10	25200102950	00.06.2021	ES	15	DOF	11	3	39239000	ES 4300	EUR
0000000009	4513698985	10	25200102950	00.06.2021	BE	05	EXW	11	3	84240000	BE 4300	EUR
0000000010	4511701048	10	25200102950	00.06.2021	AT	05	DOF	11	3		AT 4300	EUR
0000000011	4511701048	50	25200102950	00.06.2021	AT	05	DOF	11	3		AT 4300	EUR
0000000012	4511701048	110	25200102950	00.06.2021	AT	05	DOF	11	3		AT 4300	EUR
0000000013	4511702198	10	25200102950	00.06.2021	IT	15	DAP	11	3	84224000	IT 4300	EUR
0000000014	451703409	10	25200102950	00.06.2021	AT	15	DOF	11	3		AT 4300	EUR
0000000015	4513703839	10	25200102950	00.06.2021	IT	15	DAP	11	3		IT 4300	EUR
0000000016	4513708176	10	25200102950	00.06.2021	AT	05	DOF	11	3	84842000	AT 4300	EUR
0000000017	4513709899	10	25200102950	00.06.2021	AT	05	DOF	11	3		AT 4300	EUR
0000000018	4513710036	10	25200102950	00.06.2021	AT	05	DOF	11	3	84842000	DE 4300	EUR
0000000019	4513711581	10	25200102950	00.06.2021	AT	05	DOF	11	3	84842000	AT 4300	EUR
0000000020	4513711581	20	25200102950	00.06.2021	AT	05	DOF	11	3	84842000	AT 4300	EUR

File XGAX4-202106-20210630-1328.xml created

3.3. I fill in the information for Intrastat purposes according to the rules in each country

3.4. I send the Return for the Intrastat Authorities

After the final file is created it should be submitted in the Fiscal Authority Site of each country. See Country specifics for detailed information.

For the presented example, Germany, should be submitted in IDEV site (<https://www-idev.destatis.de/idev/OnlineMeldung>).

Should be kept the submission proof and all working files in the team shared folders.

End of document.

COUNTRY WORKING INSTRUCTIONS

Country	Existing Wiki page link	VEFU specific transactions
IT	IT - Intrastat Services Goods	VE08
DE	<i>coming soon</i>	VEDE
PT	<i>coming soon</i>	VEPT
BE	<i>coming soon</i>	VEBE
FR	FR - RCS Intrastat - DES	VE37
ES	<i>coming soon</i>	Z1f_intrastat_ES
AT	<i>coming soon</i>	VEI8
NL	<i>coming soon</i>	VE10