



UK VAT Changes -20% Level

4th January 2011

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Should you have any queries regarding the process prior to the **30th December 2010**, please email ukvatchange@micros.com, noting this should only be used prior to the changeover.
If you have queries with making the changes on or after the 4th January 2011, then please contact the v8 support team.

1. Overview

This document explains the process required to convert your Fidelio Suite 8 PMS system to take into account the new VAT levels which come into force on 4th January 2011.

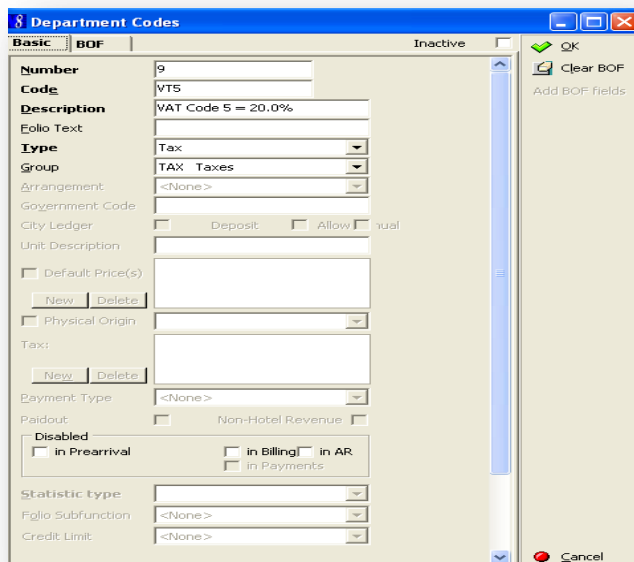
The person carrying out this work on behalf of the hotel must have access to the configuration area of Fidelio.

2. When to Make the Changes

The changes can be made any time prior to the 4th January 2011, i.e. up to close of business on the 3rd January 2011, even though the changes come into effect on 4th January 2011.

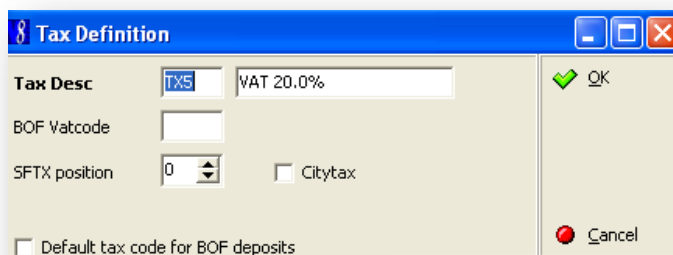
3. Creating New 20% Code

To create a 20% value in your system, select Set up>Configuration>Cashiering>Department Codes. Scroll down and highlight the Department Code for 'VAT CODE1', and select Copy and configure the new code as below



Note: If Dept Code 5 already exists please type a number not currently used

Now Select Set up>Configuration>Cashiering>Tax Definition. Now select 'New' and create a new Tax definition as below



Note: If 'Tax Desc' TX5 already exists please type a number not currently used

Now Select Set up> Configuration> Cashiering>Tax Details, select 'New' and create the new Tax details as shown:

To check the formula select the green tick followed by 'Calculate' and then 'OK'.

Tax Details

Tax header: TX5 VAT 20.0%

Detail Name: VAT 20.0%

Post To Dept: 9 VAT Code 5 = 20.0%

Formula: $x*(20.0/100)$

Date range: 04/01/2011 - 03/01/2020

Included Print Separate Post if Zero

Order: 1

OK Cancel

4. Linking 20% to Department Codes

To add the 20% entry to department codes go to Set up>Configuration>Cashiering>Department Codes, and then edit the first department code and highlight the tax link for 17.5% and double click to edit the date range and change the end date to be the 3rd January 2011.

In this example

04/04/1995-30/11/2008 VAT@17.5% and then from 01/12/2008-31/12/2009 is VAT@15% and then VAT@17.5% from 01/01/2010 to 03/01/2020

Physical Origin

Tax:

04/04/1995 - 30/11/2008	V...
01/12/2008 - 31/12/2009	V...
01/01/2010 - 03/01/2020	V...

New Delete

Edit the date range on the last entry which is showing as 2020 by double clicking on it and change to be 03/01/2011:

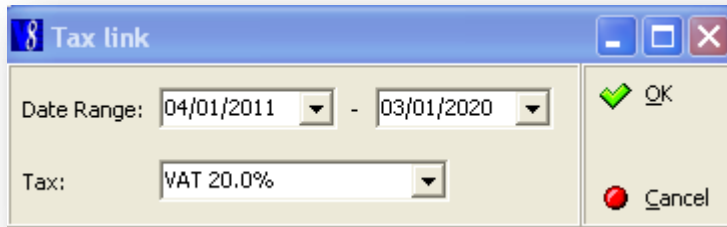
Tax link

Date Range: 01/01/2010 - 03/01/2011

Tax: VAT 17.5%

OK Cancel

Select the 'New' button and create a tax link from 04/01/2011 until 31/12/2020 selecting VAT@20% in the tax drop down and then click on 'OK'.



You should now have 4 tax lines:

04/04/1995 – 30/11/2008 VAT 17.5%
01/12/2008 – 31/12/2009 VAT 15.0%
01/01/2010 – 03/01/2011 VAT 17.5%
04/01/2011 – 03/01/2020 VAT 20.0%

Please Note

- 1) Each Revenue Department Code will require editing to attach the new Tax Link if applicable (i.e. only update Department Codes with an existing 17.5% Vat Link to 20%)
- 2) Postings made on and prior to the Fidelio Business date of 3rd January 2011 will calculate 17.5% VAT, postings made on and after the Fidelio Business date of 4th January 2011 will calculate 20% for Folio breakdown
- 3) It is the hotel's responsibility to increase rates if they wish to pass on the increase to customers – the increase should be 2.5% over the present rate amount so £100 rate would now sell as £102.50