USER GUIDE

NL Invoice Mentions & KvK

Dutch invoice requirements (Wet OB art. 35a) in Odoo: rule set per company, check before posting and sending, KvK and btw-id format checks, compliance issues and a numbering audit.

English

Odoo 18 · 19 · 20 · support@pokutsoft.com · pokutsoft.com

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1. Overview

Check every customer invoice and credit note against the Dutch invoice requirements before it is posted or sent: your btw-id and KvK number, the customer's VAT number, line descriptions, the reverse-charge wording, addresses and the credit note reason. Blocking issues stop the invoice; warnings are listed.

2. Features

- **Rule set per company.** Fifteen rules with severity block, warning or information and the scope B2B, B2C or all invoices.
- **Check on posting and sending.** Blocking issues stop posting and sending of an invoice of a Dutch company.
- **Your own details.** Company btw-id and KvK number in the right format; an empty value is a warning, a wrong one blocks.
- **Customer VAT number.** A Dutch customer is checked on the btw-id pattern, a customer elsewhere in the EU on the mask of its own country.
- **Reverse charge.** Lines with a reverse-charge tax need the wording on the invoice, in the notes or the printed tax text.
- **Credit notes.** A credit note needs a reference or a reason.
- **Batch check and report.** Check all draft or posted invoices of a period and export a compliance CSV.
- **Numbering audit.** Gaps and duplicates in the invoice numbers of a journal and year.

3. Installation

Open Apps, search for “NL Invoice Mentions & KvK” (technical name nl_dutch_invoice_mentions_kvk_check) and install it. Required modules: account. Available for Odoo 18.0, 19.0 and 20.0, Community and Enterprise. The interface is in English and Dutch.

4. Workflow

1. Open Settings > Companies and enter the KvK number of your company; check the btw-id on the company. Enforcement is on by default for Dutch companies.

2. Open NL Invoice Check > Configuration > Invoice Rules and adjust the severity (block, warning, information) and scope (all, B2B, B2C) of the rules.

3. Post invoices as usual. A customer invoice or credit note with a blocking issue cannot be posted or sent; the issues are listed in the NL Invoice Check block of the invoice.

4. Use Batch Check to check draft or posted invoices of a period, and Compliance Report to export a CSV of the results.

5. Open Compliance Issues to follow up open issues; mark an issue resolved when it is handled.

6. Run Numbering Audit per sales journal and year to find gaps and duplicate numbers.

5. Roles and rights

NL Invoice Check User works with checks and issues. NL Invoice Check Manager also manages the rules. Invoicing users get the user rights and accounting administrators the manager rights automatically.

6. Questions

Are invoices of foreign companies blocked?

No. Posting is only blocked for invoices of a company established in the Netherlands.

How is a foreign customer's VAT number checked?

Against the format of its own EU country; a Dutch customer against the btw-id pattern.

7. Support

Questions are answered at support@pokutsoft.com.