USER GUIDE

NL ICP-opgaaf Builder +

Dutch intra-Community declaration (Opgaaf ICP) in Odoo: supplies per customer VAT number, goods and services, EU VAT format checks and the tie-out to rubriek 3b of the VAT return.

English

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

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1. Overview

Build the ICP declaration of a month or quarter from your posted invoices and credit notes to business customers in other EU member states, check every VAT number against the format of its country and compare the total with rubriek 3b of the VAT return.

2. Features

- **Built from your invoices.** Posted invoices and credit notes of the period to customers in other EU member states with a VAT number.
- **Goods and services.** Each line is classified by its product: services as services, other products as goods.
- **Only zero-rated lines.** A line that carries Dutch VAT is a domestic supply and is left out.
- **Credit notes netted.** Credit notes reduce the total per VAT number; a negative total is set to zero.
- **VAT format check.** Each number is checked against the format of its country; invalid numbers block validation.
- **Tie-out to 3b.** With the BTW-aangifte app installed, rubriek 3b of the same period is pulled in and the difference shown.
- **EU VAT formats.** A table of 27 country formats with examples, editable.
- **Export.** A CSV of the declaration for your filing.

3. Installation

Open Apps, search for “NL ICP-opgaaf Builder +” (technical name nl_icp_opgaaf_builder_validator) 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. Make sure business customers in other EU countries have a country and a VAT number, and that intra-Community lines carry a 0 % tax.

2. Open ICP Declaration > Build, choose the company, monthly or quarterly, the year and the period.

3. Open the declaration: one line per VAT number and type (goods or services) with the amount; credit notes are netted.

4. Fix invalid VAT numbers on the customer, click Build again and then Validate.

5. With the BTW-aangifte app installed, click Pull BTW 3b to compare the total with rubriek 3b of the same period.

6. Click Export for the CSV and file the Opgaaf ICP yourself; then Mark Done.

5. Roles and rights

NL ICP User works with declarations. NL ICP Manager also manages the EU VAT formats. Invoicing users get the user rights and accounting administrators the manager rights automatically.

6. Questions

Does the app check VIES?

No. It checks the format; confirming a number with VIES is your step.

How are triangular (ABC) supplies handled?

Choose ABC on the line; the app does not derive it.

7. Support

Questions are answered at support@pokutsoft.com.