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KSEF

1. Settings

- **Master Settings**

- **MANDATORY** Master Settings→Sale settings→e-invoice sending is choosable on invoice - **yes**
- **MANDATORY** Master Settings→Common settings
 - Company legal address
 - Company legal name
 - Company VAT no
- Master Settings→Transport→Polish e-invoice (KSeF) sending delay in hours (0-24) - the interval of sending information to KSEF after invoice confirmation is:
 - if **0** or empty → 0-15 minutes (**by default**)
 - otherwise → hour in setting + (0 – 15) minutes (the value is specified without minutes)
 - if the setting Invoice datafield for external invoice number is used - the time is calculated from the latest confirmed invoice, where the value of the data field matches.
- **MANDATORY** Master Settings→Transport→Polish e-invoice (KSeF) authentication token - generated token number from KSEF for integration
 - In KSEF **Select the role to which the token is assigned** added rights:
 - access invoices
 - issue invoices

Menu National System e-Invoices - Test application

- Issue invoice
- Invoice list
- Session history
- Attorney power
- Tokens
- Generate token**
- Token list
- Subsidiary units

Token generation

The generated token should be used for the API in order to establish a connection.

Custom token name *

DIRECTO

The maximum number of characters is 256.

Select the role to which the token is assigned *

- access invoices
- issue invoices
- view permissions
- managing permissions

Menu National System e-Invoices - Test application

Token generation

Successfully completed

Your token has been successfully generated.

To check the status of shipping a token, go to the "List of tokens" tab.
Attention! The token number is displayed only once. Please save it before leaving the page.

Token number: XXXXXXXXXXXXXXXXXX

Copy Token list Generate another token

Master Settings > Transport

Search results "authentication token":

- Menu (38)
- System settings (1)
- TRANSPORT
- Polish e-invoice (KSeF) authentication token: XXXXXXXXXXXXXXXXXX

- Master Settings→Receipt settings→Invoice datafield for external invoice number - if invoice No. must be taken from sales invoice datafield - choose correct datafield with the invoice No. **By default** it is empty and document No. is from sales invoice header field **Invoice**
- **Common settings**
 - Sales invoice dates in tags P_1 and P_6 are according to settings: SETTINGS → COMMON


SETTINGS → TRANSPORT PARAMETERS:

- CODE - DataWystawienia
- TYPE - SAFT_JPK
 - In field PARAMETER 2 insert value **1** if information should be:
 - **Date** → P_1 (Description: Data wystawienia)
 - **Sent** → P_6 (Description: Data dokonania lub zakończenia dostawy towarów lub wykonania usługi)
 - In field PARAMETER 2 insert value **2** if information should be:
 - **Date** → P_6 (Description: Data dokonania lub zakończenia dostawy towarów lub wykonania usługi)
 - **Sent** → P_1 (Description: Data wystawienia)
 - If PARAMETER 2 is empty = **1 (by default)**

• Finance accounts


- **MANDATORY VAT code** (Setting→Finance Settings→VAT codes)
 - VAT% (**by default**)
 - datafield **KSEF Stawka podatku** (code: KSEF_STAW_PODAT) if needed

• Customer card:

- **MANDATORY** Name
- **MANDATORY** Street
- **MANDATORY** Country
- City (can be empty)
- Postal code (can be empty)
- Vat reg no - without country code, otherwise **BRAK** (can be empty) ( must be without country code)

2. Sending

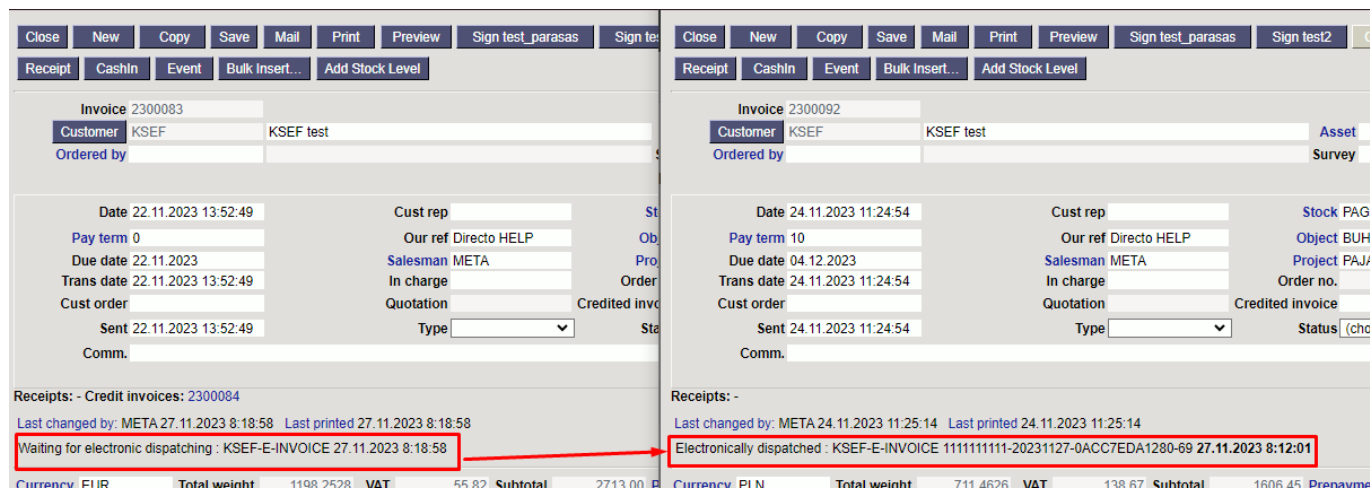
2.1. Sending of the invoice

IF sales invoice should be sent to KSEF before confirming, checkbox in sales invoice document **e-sending** should be marked.  It will be marked automatically.

After confirm the invoice there will be mark: **Waiting for electronic dispatching : KSEF-E-INVOICE 24.11.2023 11:25:14** and checkbox **e-sending** will not be marked.

When the invoice will be send to KSEF, mark will have KSEF document No: **Electronically dispatched : KSEF-E-INVOICE 111111111-20231127-0ACC7EDA1280-69 27.11.2023 8:12:01**

KSEF No. 111111111-20231127-0ACC7EDA1280-69



2.2. Errors

While confirming of the invoice, Directo check if there is correctly filled settings. If there is something incorrect - there is no possibility to confirm the invoice with checkbox **e-sending**. You will see an error message

For example, in the picture we see error message. The error is in field AdresL1

In wiki part **3. Sales invoices tags** you have to find AdresL1 field and check the setting according description:

Name	Description
Podmiot1	Information about the seller
Adres/AdresL1	Setting→Master Settings→Company legal address
Podmiot2	Information about the buyer
Adres/AdresL1	Customer fields: Street, City, Postal code

The errors of sending you may see in sales invoice document that has an error.

Close New Copy Save Mail Print Preview Sign test_parasas Sign test2 Credit Transaction **F** Unconfirm << >>

Receipt CashIn Event Bulk Insert... Add Stock Level

Invoice 2300093

Customer KSEF2 KSEF test Asset Budget Credit rating: Pa

Ordered by Survey

Date 27.11.2023 8:41:13 Cust rep Stock PAGRINDINIS Update stock

Pay term 10 Our ref Directo HELP Object BUH e-sending

Due date 07.12.2023 Salesman META Project PAJAM_SUTARTIS

Trans date 27.11.2023 8:41:13 In charge Order no.

Cust order Quotation Credited invoice

Sent 27.11.2023 8:41:13 Type Status (choose status)

Comm.

Proceeding

Receipts: -

Last changed by: META 27.11.2023 8:41:26 Last printed 27.11.2023 8:41:27 Refresh rows

! Electronically dispatched : KSEF-E-INVOICE 27.11.2023 9:11:48

Validation error -1072897687:
Line 25, Column 11, : "" violates minLength constraint of "1"
The element "{http://crd.gov.pl/vzor/2023/06/29/12648/AdresL1}" with value "" failed to parse.



368.13 Prepayment 0.00 Used amount of prepayment invoices: 0

399.94 Balance 399.94

3. Sales invoices tags






Name	Description
Naglowek	
KodFormularza	FA (2)
WariantFormularza	1-OE
DataWytworzeniaFa	Current date at time of sending
SystemInfo	Directo


Name	Description
Podmiot1	<i>Information about the seller</i>
DaneIdentyfikacyjne/NIP	Setting→Master Settings→Common settings→Company VAT no
DaneIdentyfikacyjne/Nazwa	Setting→Master Settings→Common settings→Company legal name
Adres/KodKraju	Setting→Master Settings→Special→Country
Adres/AdresL1	Setting→Master Settings→Company legal address

Name	Description
Podmiot2	<i>Information about the buyer</i>
DaneIdentyfikacyjne/NIP	If in customer field Country code is PL and field Vat reg no is not empty or filed with value BRAK - customer field Vat reg no , otherwise - tag is not displayed ( must be without country code)
DaneIdentyfikacyjne/KodUE	If in customer field Country code is not PL and field Vat reg no is not empty or filed with value BRAK - customer field Country code, otherwise - tag is not displayed
DaneIdentyfikacyjne/NrVatUE	If tag DaneIdentyfikacyjne/KodUE is displayed, customer field Vat reg no , otherwise - tag is not displayed ( must be without country code)
DaneIdentyfikacyjne/BrakID	If customer field Vat reg no is empty or filed with value BRAK - 1 , otherwise - tag is not displayed
DaneIdentyfikacyjne/Nazwa	Customer field Name

Name	Description
Adres/KodKraju	Customer field Country
Adres/AdresL1	Customer fields: Street, City, Postal code
Name	Description
Fa	
KodWaluty	Invoice header field Currency
P_1	According settings: SETTINGS → COMMON SETTINGS → TRANSPORT PARAMETERS:, CODE - DataWystawienia <i>Description: Data wystawienia, z zastrzeżeniem art. 106na ust. 1 ustawy</i>
P_2	According mastersettings Master Settings→Receipt settings→Invoice datafield for external invoice number selected datafield, if not selected from invoice header field Invoice
P_6	According settings: SETTINGS → COMMON SETTINGS → TRANSPORT PARAMETERS:, CODE - DataWystawienia <i>Description: Data dokonania lub zakończenia dostawy towarów lub wykonania usługi lub data otrzymania zapłaty, o której mowa w art. 106b ust. 1 pkt 4 ustawy, o ile taka data jest określona i różni się od daty wystawienia faktury. Pole wypełnia się w przypadku, gdy dla wszystkich pozycji faktury data jest wspólna</i>
P_13_1	Sum of invoice row fields Total where VAT code VAT% is 23% or 22%
P_14_1	Sum of invoice row differences of fields RS VAT - Total where VAT code VAT% is 23% or 22%
P_14_1W	If invoice header field Currency is not PLN = P_14_1 value * invoice header field Rate , otherwise - tag is not displayed
P_13_2	Sum of invoice row fields Total where VAT code VAT% is 8% or 7%
P_14_2	Sum of invoice row differences of fields RS VAT - Total where VAT code VAT% is 8% or 7%
P_14_2W	If invoice header field Currency is not PLN = P_14_2 value * invoice header field Rate , otherwise - tag is not displayed
P_13_3	Sum of invoice row fields Total where VAT code VAT% is 5%
P_14_3	Sum of invoice row differences of fields RS VAT - Total where VAT code VAT% is 5%
P_14_3W	If invoice header field Currency is not PLN = P_14_2 value * invoice header field Rate , otherwise - tag is not displayed
P_13_4	Sum of invoice row fields Total where VAT code VAT% is 4% or 3%
P_14_4	Sum of invoice row differences of fields RS VAT - Total where VAT code VAT% is 4% or 3%

Name	Description
P_14_4W	If invoice header field Currency is not PLN = P_14_4 value * invoice header field Rate , otherwise - tag is not displayed
P_13_6_1	Sum of invoice row fields Total where VAT code data field KSEF Stawka podatku (code: KSEF_STAW_PODAT) is set to 0%_KRAJOWE
P_13_6_2	Sum of invoice row fields Total where VAT code data field KSEF Stawka podatku (code: KSEF_STAW_PODAT) is set to 0%_WDT
P_13_6_3	Sum of invoice row fields Total where VAT code data field KSEF Stawka podatku (code: KSEF_STAW_PODAT) is set to 0%_EKSPORT
P_13_7	Sum of invoice row fields Total where VAT code data field KSEF Stawka podatku (code: KSEF_STAW_PODAT) is set to ZWOLNIENIE_Z_OPODATK
P_13_8	Sum of invoice row fields Total where VAT code data field KSEF Stawka podatku (code: KSEF_STAW_PODAT) is set to NP_WYLACZ_ART100UST1PKT4
P_13_9	Sum of invoice row fields Total where VAT code data field KSEF Stawka podatku (code: KSEF_STAW_PODAT) is set to NP_NA_ART100UST1PKT4
P_13_10	Sum of invoice row fields Total where VAT code data field KSEF Stawka podatku (code: KSEF_STAW_PODAT) is set to ODWROTNE_OBCIAZ
P_13_11	Sum of invoice row fields Total where VAT code data field KSEF Stawka podatku (code: KSEF_STAW_PODAT) is set to MARZA
P_15	Invoice header field Total
<i>Adnotacje</i>	
Adnotacje/P_16	If document is POS invoices - 1 , otherwise - 2
Adnotacje/P_17	Always 2 <i>Description: W przypadku faktur, o których mowa w art. 106d ust. 1 ustawy - wyraz „samofakturowanie” - 1; w przeciwnym przypadku - wartość 2</i>
Adnotacje/P_18	If at least in one row, the VAT code data field KSEF Stawka podatku (code: KSEF_STAW_PODAT) is value ODWROTNE_OBCIAZ - 1 , otherwise - 2 <i>Description: W przypadku dostawy towarów lub wykonania usługi, dla których obowiązującym do rozliczenia podatku od wartości dodanej lub podatku o podobnym charakterze jest nabywca towaru lub usługi - wyrazy „odwrotne obciążenie”, należy podać wartość „1”, w przeciwnym przypadku - wartość „2”</i>
Adnotacje/P_18A	If header field Total (with VAT) * header field Rate is more than 15 000 PLN - 1 , otherwise - 2

Name	Description
Adnotacje /Zwolnienie /P_19N	Always 1 <i>Description: Znacznik braku dostawy towarów lub świadczenia usług zwolnionych od podatku na podstawie art. 43 ust. 1, art. 113 ust. 1 i 9 ustawy albo przepisów wydanych na podstawie art. 82 ust. 3 ustawy lub na podstawie innych przepisów</i>
Adnotacje /NoweSrodkiTransportu /P_22N	Always 1 <i>Description: Znacznik braku wewnątrzspółnotowej dostawy nowych środków transportu</i>
Adnotacje/P_23	Always 2 W przypadku faktur wystawianych w procedurze uproszczonej przez drugiego w kolejności podatnika, o którym mowa w art. 135 ust. 1 pkt 4 lit. b i c oraz ust. 2, zawierającej adnotację, o której mowa w art. 136 ust. 1 pkt 1 i stwierdzenie, o którym mowa w art. 136 ust. 1 pkt 2 ustawy, należy podać wartość „1”, w przeciwnym przypadku - wartość „2”
Adnotacje /PMarzy /P_PMarzyN	Always 1 <i>Description: Znacznik braku wystąpienia procedur marży, o których mowa w art. 119 lub art. 120 ustawy</i>
RodzajFaktury	KOR - if in sales invoice header field Total is negative and in header field Credited invoice is invoice No. Otherwise - VAT
DaneFaKorygowanej	 Tags are displayed if in tag RodzajFaktury value is KOR , otherwise - tags are not displayed
DaneFaKorygowanej/DataWystFaKorygowanej	Header field Credited invoice document field Date  Tag displayed if in tag RodzajFaktury value is KOR
DaneFaKorygowanej/NrFaKorygowanej	According mastersettings Master Settings→Receipt settings→Invoice datafield for external invoice number selected datafield from credited invoice, if not selected from header field Credited invoice  Tag displayed if in tag RodzajFaktury value is KOR
DaneFaKorygowanej/NrKSeF	1 if header field Credited invoice has KSEF No., otherwise - tag is not displayed  Tag displayed if in tag RodzajFaktury value is KOR
DaneFaKorygowanej/NrKSeFFaKorygowanej	If tag NrKSeF is displayed - header field Credited invoice invoice KSEF No.  Tag displayed if in tag RodzajFaktury value is KOR

Name	Description
DaneFaKorygowanej/NrKSeFN	<p>1 if header field Credited invoice does not have KSEF No., otherwise - tag is not displayed</p> <p> Tag displayed if in tag Rodzaj Faktury value is KOR</p>
FaWiersz	Information about items/services
FaWiersz/NrWierszaFa	Invoice row No.
FaWiersz/P_7	Invoice row field Description
FaWiersz/P_8A	Invoice row field Unit
FaWiersz/P_8B	Invoice row field Qty
FaWiersz/P_9A	Invoice row field Net price
FaWiersz/P_11	Invoice row field Total
FaWiersz/P_12	Invoice row field VAT code field REVERSE VAT % if it is empty - VAT%
FaWiersz /KursWaluty	If invoice header field Currency is nor PLN - invoice header field Rate (format: 0.000000), otherwise - tag is not displayed
Platnosc	
TerminPlatnosci /Termin	Invoice header field Due date

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