

Microsoft Dynamics® AX 2009 SP1

## Country-specific update for Brazil

White Paper

This white paper describes the country-specific update released for Brazil in hotfix rollup 6 for Microsoft Dynamics AX 2009 SP1. See Microsoft Knowledge Base article [2405516](#) for hotfix download information.

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## Introduction

This white paper describes a Microsoft Dynamics® AX feature, released in hotfix rollup 6, that is specific to users in Brazil.

For more information about other features that apply to Brazil, refer to the Applications and Business Processes Help. Information that is specific to Brazil includes (BRA) in the title.

## Miscellaneous charges in sales orders and free text invoices

In accordance with Brazilian legislation, companies must generate sales orders and free text invoices that itemize all miscellaneous charges, such as freight, insurance, or other applicable charges made to the customer. This ensures that the information will be reported correctly in Nota Fiscal Eletrônica (NF-e) and Sistema Público de Escrituração Digital or Digital Reporting Public System (SPED), if applicable.

You must specify the customer miscellaneous charges in the invoice lines and the internal miscellaneous charges in either the invoice header or invoice lines in a sales order or free text invoice. You can validate the tax information included in the miscellaneous charges, such as the sales tax group, item sales tax group, fiscal value, and taxation code.

## Assigning customer and internal miscellaneous charges in sales invoices and free text invoices

You must report sales invoices and free text invoices to the government with accurate miscellaneous charges. To assign miscellaneous charges to sales transactions correctly, set up the following miscellaneous charges for sales invoices and free text invoices:

- Customer miscellaneous charges – These charges are paid by the customer in addition to the cost of an item. They include freight, insurance, and other charges.
- Internal miscellaneous charges – These charges are incurred as part of the normal sales process, and are not updated in a sales invoice or free text invoice.

The following table illustrates the differences between customer miscellaneous charges and internal miscellaneous charges.

Key highlights	Customer miscellaneous charge	Internal miscellaneous charge
<b>Purpose</b>	Displayed in a sales invoice and free text invoice. Attached in the order line of a sales invoice and free text invoice.	Not displayed in a sales invoice and free text invoice. Attached in the header and order lines of a sales invoice and free text invoice.
<b>Taxation</b>	Tax is calculated.	Taxes are not applicable.
<b>Validation</b>	Must include the same sales tax group and item sales tax group as the order line.	Taxes are not applicable.

You can set up a customer miscellaneous charge in the **Misc. charges code** form (**Accounts receivable > Setup > Misc. charges > Misc. charges codes**) and assign it to a sales invoice or free text invoice using the **Misc. charges transactions** form (**Accounts receivable > Common Forms > Sales Order Details > Setup > Misc. charges** or **Accounts receivable > Common Forms > Free Text Invoice Details > Setup > Misc. charges**). For more information, see [Setting up miscellaneous charges](#) and [Assigning and posting miscellaneous charges in sales invoices](#).

Freight information for the shipment of fixed assets must be represented correctly in the sales invoice. You can specify the carrier name, freight type, vehicle information, and other shipping details on the

**Bill of lading** tab in the **Post free text invoice** form (**Accounts receivable > Common Forms > Free Text Invoice Details > Posting > Free text invoice**).

## Setting up a miscellaneous charges code

Complete the following tasks before you set up customer miscellaneous charges and internal miscellaneous charges:

- Set up Brazilian parameters. For more information, see "(BRA) Brazilian parameters (form)" in the Applications and Business Processes Help.
- Set up Accounts receivable parameters. For more information, see "Accounts receivable parameters (form)" in the Applications and Business Processes Help.
- Set up a sales tax group and an item sales tax group. For more information, see "Sales tax groups (form)," "Set up and use a sales tax group," "Item sales tax groups (form)," and "Create an item sales tax group" in the Applications and Business Processes Help.
- Set up a sales tax code. For more information, see "Sales tax codes (form)" and "(BRA) Sales tax codes (modified form)" in the Applications and Business Processes Help.
- Set up a ledger account. For more information, see "Chart of accounts (form)" in the Applications and Business Processes Help.
- Set up a taxation code. For more information, see "(BRA) Setting up fiscal reporting and taxes," "(BRA) Set up tax codes for SPED Fiscal reporting," and "(BRA) Taxation code (form)" in the Applications and Business Processes Help.
- Set up a fixed asset and a value model. For more information, see "Setting up and maintaining Fixed assets," "Fixed assets (form)," "Fixed asset value models (form)," and "Set up value models" in the Applications and Business Processes Help.

You must also complete the following tasks:

- [Setting up miscellaneous charges code for customer miscellaneous charges and internal charges](#)
- [Setting up an automatic miscellaneous charges code for customer miscellaneous charges and internal charges](#)

## Setting up miscellaneous charges code for customer miscellaneous charges and internal charges

Use the **Misc. charges code** form (**Accounts receivable > Setup > Misc. charges > Misc. charges codes**) to set up miscellaneous charges codes for customer and internal charges. The miscellaneous charges code can be assigned to a sales invoice or a free text invoice. Specify the customer miscellaneous charges in the invoice lines, and the internal miscellaneous charges in either the invoice header or the invoice line. For more information, see "Misc. charges code (form)" and "Create miscellaneous charges codes" in the Applications and Business Processes Help.

Select the fields listed in the following table when you set up the miscellaneous charges in the **Misc. charges code** form.

Misc. charges code	Field names		
	Classification	Debit type	Credit type
<b>Customer misc. charges</b>	<ul style="list-style-type: none"> <li>• Freight</li> <li>• Insurance</li> <li>• Other charges</li> </ul>	Customer/vendor	Ledger
<b>Internal misc. charges</b>	<Blank>	Ledger	Ledger

When you post a sales order or free text invoice for a fixed asset, you must specify the freight type. Based on the customer miscellaneous charges that you set up in the **Classification** field in the **Misc.**

**charges code** form, select the freight type in the **Freight type** field on the **Bill of lading** tab in the **Posting invoice (Accounts receivable > Common Forms > Sales Order Details > Posting > Invoice)** and the **Post free text invoice (Accounts receivable > Common Forms > Free Text Invoice Details > Posting > Free text invoice)** forms:

- If the classification is **Freight**, the freight type is **CIF**.
- If the classification is not **Freight**, the freight type is **FOB** or **No freight**.

For more information, see [Posting a sales order with miscellaneous charges](#) and [Post a free text invoice with miscellaneous charges for fixed asset sales](#).

### **Setting up an automatic miscellaneous charges code for customer miscellaneous charges and internal charges**

Use the **Auto-misc. charges** form (**Accounts receivable > Setup > Misc. charges > Auto-misc. charges**) to assign automatic miscellaneous charges codes to customer and internal charges in sales orders and free text invoices. For more information, see "Auto-misc. charges (form)" and "Define miscellaneous charges automatically" in the Applications and Business Processes Help.

You can select the miscellaneous charges codes that you set up and assign them as automatic miscellaneous charges. The miscellaneous charges code, amount, and transaction text that you set up in the **Auto-misc. charges** form are updated in sales orders and free text invoices.

Customer miscellaneous charges must be set up on the order line. When an automatic miscellaneous charge is applied to a sales order, the charge is updated in the corresponding order lines, and when an automatic miscellaneous charge is applied to a free text invoice, the charge is updated in the corresponding invoice lines.

### **Assigning and posting miscellaneous charges in sales invoices and free text invoices**

After you set up miscellaneous charges, you can assign customer and internal miscellaneous charges to a sales order or free text invoice.

Customer miscellaneous charges must include the same sales tax group and item sales tax group as the order line of the sales order or free text invoice. However, internal miscellaneous charges do not include sales tax group or item sales tax group.

After miscellaneous charges are set up, you can complete the following procedures:

- [Assign miscellaneous charges to a sales order](#)
- [Assign miscellaneous charges to a free text invoice](#)
- [Posting a sales order with miscellaneous charges](#)
- [Post a free text invoice with miscellaneous charges for fixed assets](#)

#### **Assign miscellaneous charges to a sales order**

Use the **Misc. charges transactions** form to assign customer miscellaneous charges and internal miscellaneous charges to a sales order. You can assign customer miscellaneous charges on the order line, and the internal miscellaneous charges on either the header or order line. For more information, see "Misc. charges transactions (form)" and "Set up miscellaneous charges on sales orders" in the Applications and Business Processes Help.

For customer miscellaneous charges, the **Sales tax group** and **Item sales tax group** fields on the **General** tab are updated based on the sales tax group and item sales tax group in the sales order line and cannot be modified manually.

1. Click **Accounts receivable > Common Forms > Sales Order Details** to open the **Sales order** form.

2. Create a sales order or select an existing sales order. For more information, see "Create a sales order" in the Applications and Business Processes Help.
3. In the upper pane, click **Setup > Misc. charges** to open the **Misc. charges transactions** form, and then assign miscellaneous charges to the sales order. For more information, see "Define miscellaneous charges manually" in the Applications and Business Processes Help.

**Note:** You can assign only internal miscellaneous charges to a sales order header.

4. Close the **Misc. charges transactions** form.
5. In the lower pane of the **Sales order** form, select a sales order line to define customer and internal miscellaneous charges.
6. Click **Setup > Misc. charges** to open the **Misc. charges transactions** form, and then assign a customer miscellaneous charge or internal miscellaneous charge to the sales order line.
7. In the **Misc. charges code** field, select a miscellaneous charges code that you set up for the customer. The customer miscellaneous charges code is assigned to the sales order line.

**Note:** If you set up the miscellaneous charge for a customer or item in the **Auto-misc. charges** form, the miscellaneous charges details are updated in the sales order (**Accounts receivable > Setup > Misc. charges > Auto-misc. charges**). For more information, see [Setting up an automatic miscellaneous charges code for customer and internal charges](#).

8. In the **Misc. charges value** field, enter the amount of the miscellaneous charge.

**Note:** Create another miscellaneous charges code, if required.

9. Close the **Misc. charges transactions** form and the **Sales order** form to save your changes.

Use the **Temporary sales tax transactions** form (**Accounts receivable > Common Forms > Sales Order Details > Setup > Sales tax**) to verify the sales tax for the order line. The tax for customer miscellaneous charges must include the same fiscal value, taxation code, sales tax group, and item sales tax code as the order line.

### Assign miscellaneous charges to a free text invoice

Use the **Misc. charges transactions** form to assign both customer and internal miscellaneous charges to a free text invoice line. For more information, see "Free text invoice (form)" and "(BRA) Free text invoice (modified form)" in the Applications and Business Processes Help.

1. Click **Accounts receivable > Common Forms > Free Text Invoice Details** to open the **Free text invoice** form.
2. Press CTRL+N to create a free text invoice. For more information, see "Create a free text invoice" and "Key tasks: Free text invoices" in the Applications and Business Processes Help.
3. Click the **Invoice lines** tab.
4. Click **Setup > Misc. charges** to open the **Misc. charges transactions** form, and then assign a customer miscellaneous charge to the invoice line.

**Note:** If you select more than one invoice line, the **Setup > Misc. charges** button is not available.

5. In the **Misc. charges code** field, select a miscellaneous charges code for the customer. The customer miscellaneous charges code is assigned to the free text invoice line.

**Note:** If you set up miscellaneous charges for a customer or item in the **Auto-misc. charges** form, the miscellaneous charges details are updated in the free text invoice (**Accounts receivable > Setup > Misc. charges > Auto-misc. charges**). For more information, see [Setting up an automatic miscellaneous charges code for customer and internal charges](#).

6. In the **Misc. charges value** field, enter the amount of the miscellaneous charge.
7. Create another miscellaneous charges code, if needed.

8. Close the **Misc. charges transactions** form and the **Free text invoice** form to save your changes.

Use the **Temporary sales tax transactions** form (**Accounts receivable > Common Forms > Free Text Invoice Details>Setup > Sales tax**) to verify the sales tax for the invoice line. The tax for customer miscellaneous charges must include the same fiscal value, taxation code, sales tax group, and item sales tax code as the invoice line.

### **Posting a sales order with miscellaneous charges**

Use the **Posting invoice** form (**Accounts receivable > Common Forms > Sales Order Details > Posting > Invoice**) to post a sales order with miscellaneous charges. For more information, see "Sales posting (form)," "(BRA) Sales posting (modified form)," and "(BRA) Enter export and carrier information for a sales order using posting invoice" in the Applications and Business Processes Help.

When you post a sales order for a fixed asset, you must specify the freight type information. Select one of the following options in the **Freight type** field on the **Bill of lading** tab in the **Posting invoice** form:

- **FOB** – Free on board.
- **CIF** – Cost, insurance, and freight. Select this option if you set up the customer miscellaneous charges as **Freight** in the **Misc. charges code** form.
- **No freight** – Freight information is not available.

### **Post a free text invoice with miscellaneous charges for fixed asset sales**

Use the **Post free text invoice** form to post a free text invoice that includes miscellaneous charges. For more information, see [Assign miscellaneous charges to a free text invoice](#).

If the free text invoice is for a fixed asset, you must specify the bill of lading information for the fixed asset. For more information, see "Post free text invoice (class form)" and "Generate and print a free text invoice or pro forma invoice" in the Applications and Business Processes Help.

You can specify the carrier name, freight type, vehicle information, and shipping details on the **Bill of lading** tab in the **Post free text invoice** form (**Accounts receivable > Common Forms > Free Text Invoice Details > Posting > Free text invoice**).

1. Click **Accounts receivable > Common Forms > Free Text Invoice Details** to open the **Free text invoice** form.
2. Select an invoice, and then click the **Invoice lines** tab.
3. Select an invoice line, and then in the **Fixed asset number** field, select a fixed asset number.
4. Click **Posting > Free text invoice** to open the **Post free text invoice** form.
5. Click the **Bill of lading** tab, and then in the **Carrier name** field, select the name of the company that transports your products.
6. In the **Freight type** field, select the freight type from the following options:
  - **FOB** – Free on board.
  - **CIF** – Cost, insurance, and freight. Select this option if you set up the customer miscellaneous charges as **Freight** in the **Misc. charges code** form.
  - **No freight** – Freight information is not available.
7. In the **Vehicle number** and **State registered** fields, enter the number of the transport vehicle and the state where the vehicle is registered. In the **Species** and **Brand** fields, enter the type of vehicle used for transport. In the **Volume type** and **Volume quantity** fields, enter the volume type and volume quantity of the shipment.

8. In the **Net weight** and **Gross weight** fields, enter the weight of the shipment. The gross weight of the shipment includes packaging.
9. Click **OK** to post the free text invoice. The **Post free text invoice** form is closed.
10. Close the **Free text invoice** form to save your changes.

## Modified form

This section contains information about a modified form used to post a free text invoice for fixed assets including miscellaneous charges.

Form name and locator	Description
<p><b>(BRA) Post free text invoice</b> (class form)</p> <p><b>Accounts receivable &gt; Common Forms &gt; Free Text Invoice Details &gt; Posting &gt; Free text invoice</b></p>	<p><b>Bill of lading</b> tab The bill of lading information must be completed if the free text invoice is for a fixed asset.</p> <p><b>Carrier name</b> field Select the name of the company that transports your products.</p> <p><b>Freight type</b> field Select the freight type from the following options:</p> <ul style="list-style-type: none"> <li>• <b>FOB</b> – Free on board.</li> <li>• <b>CIF</b> – Cost, insurance, and freight.</li> <li>• <b>No freight</b> – Freight information is not available.</li> </ul> <p><b>Vehicle number</b> field Enter the number of the transport vehicle.</p> <p><b>State registered</b> field Enter the name of the state where the transport vehicle is registered.</p> <p><b>Species</b> field Enter the type of vehicle used for transport.</p> <p><b>Brand</b> field Enter the brand of the carrier service.</p> <p><b>Volume type</b> field Enter the volume type of the shipment.</p> <p><b>Volume quantity</b> field Enter the volume quantity of the shipment.</p> <p><b>Net weight</b> field Enter the net weight of the shipment.</p> <p><b>Gross weight</b> field Enter the gross weight of the shipment, including packaging.</p>

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