

Infor ERP LN 10.6 Chilean Localization

User Guide Books and Reports

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Publication Information

Release: Infor ERP LN 10.6. Chilean Localization V.001

Publication date: June 4, 2019

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About this guide

This document is meant to detail the functions developed relative to legal books and management Reports.

This document should be considered a supplement to the standard Erp LN 10.6 document and added to the execution processes of each company.

In conclusion, it is intended to supply the user with the scope of module and the respective parameterizations for use.

Intended audience

This intended audience for this document is an Infor Professional Services representative or a qualified database administrator.

Organization

This table shows the chapters of the guide:

Section	Description
About this guide	Describes the scope of the document.
Intended audience	Describes the intended audience of the document.
Organization	Explanation of sections of this document.
Summary	Summarize the points in the document.
Introduction	Summarized description of the program's functions that were created or modified.
Screens	Describe the screens with their respective attributes
Fields & Functions	Describes the fields and/or functions related to the location

Summary

The new localization functions for Erp LN 10.6 can be categorized by:

- Security
- Improvements
- Requirements or obligatory needs
- User requirements or needs

VKSur made alterations for the following areas of Erp LN 10.6:

- General Ledger
- Accounts Receivable
- Accounts Payable
- Taxation

Related documents

You can find the documents in the product documentation section of the Infor Xtreme Support portal, as described in "

Contacting Infor".

Contacting Infor

If you have questions about Infor products, go to the Infor Xtreme Support portal at www.infor.com/inforxtreme.

If we update this document after the product release, we will post the new version on this Web site. We recommend that you check this Web site periodically for updated documentation.

If you have comments about Infor documentation, contact documentation@infor.com.

Important Observation

Due to the ease of each user to configure the name of some fields to better identify or recognize the field's purpose or use, there will be field names that surely will not be the same as those in this document. The arrangement of some columns on the screens is also configurable and therefore the field sequences (columns on the screen) and the field sequences in this document could be different.

This does not mean that they are incorrect. They are the intelligent decisions of each user to use the resources and flexibility of ERP LN 10.6.

It is also possible to rename the programs in the menu to facilitate their identification.

ERP 10.6 also allows for the programs to be in the same arrangement as the default menu, or in an arrangement specified by the ERP LN 10.6 customer.

Therefore, the field names, column arrangements, program names in the menu and the menu itself may not coincide with those described in this document.

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Chapter 1 Introduction

Objective

El objective of this document is to detail the functionalities developed referred to the management reports y legal books, this consists of be able to print the legally required books and also the financial reports needed by the management of the company

The scope of the Chilean localization for books and reports is based in the scope and structure of the ERP system.

This document should be considered as a complement of the standard documentation and of the standard processes of the implementation on each company.

Document Structure

Document Header

Section	Description
Objective	Describe the scope of the document.
Document Structure	Explains the sections of the document.
Generalities	Describes the general information related to the module and the aspect to be considered.
Summary	Summarize the points in the document.

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Detail (structure for each program/module created or modified)

Section	Description
Introduction	Present the functions of the program created or modified in a summary
Forms	Describe the forms created or modified with their respective attributes.
Fields & Functions	Describe the fields related to the location and/or functions
Cases of Use	Examples of use

Generalities

Due to the fulfillment of tax needs, uses and customs, new sessions have been adapted and created, which will help to contemplate the different scenarios proposed in the localization.

Summary Reports and Books

The following points will be contemplated regarding the reports and books:

- **General Accounting**
 - o General Ledger Book
 - Journal Book
 - Inventory and Balance Book
 - o 8 Columns Balance
 - Classified Balance
 - o Income Statement
- Account Receivable
 - Sales Book
- Account Payable
 - o Purchase Book
 - Withholding Fees Book
 - Withholding Certificate
- Warehousing
 - Inventory Book (Kardex).

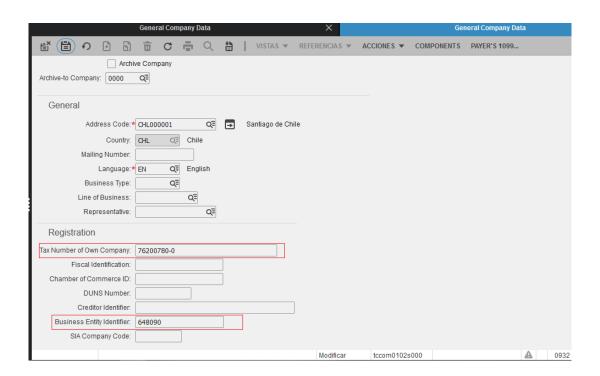
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Chapter 2 - RUT Validation

The RUT validation functionality is added as a part of the country pack to avoid errors when entering the fiscal identification, since entering an incorrect fiscal identification will adversely affect the legal books and the sales documents generation.

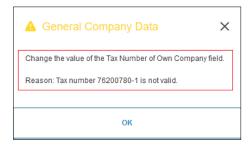
RUT Company Validation

Session Code	Description
tccom0102m000	General Company Data



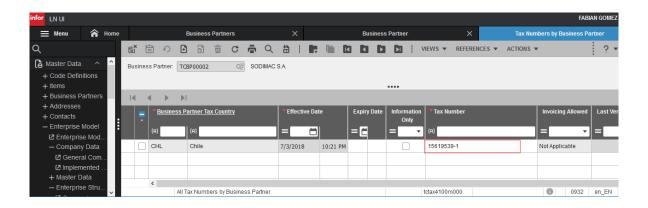
Ord	Field	Observations
1	Tax Number of Own Company	When the Chilean localization is active, the field "Tax Number of Own Company" will be validated the RUT number code. (local algorithm)
2	Business Entity Identifier	In this field the economic activity code must be added

The RUT code must be added with a dash and check digit. If the code add isn't correct, the system will send the following message:



Rut Partners Validation

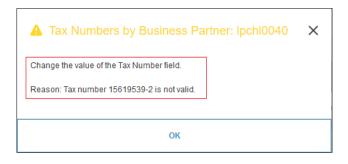
Session Code	Description
Tctax4100m000	Tax Number by Business Partner



To create a new record the button "New" from the session tool bar must be pressed.

Ord	Field	Observations
1	Tax Number	When the Chilean localization is active and the field "Business Partners Tax Country" is CHL or CL, the field "Tax Number" will be validated the RUT number code. (local algorithm).

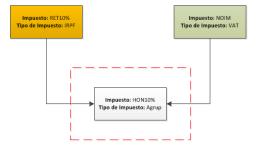
The RUT code must be added with a dash and check digit. If the code add isn't correct, the system will send the following message:



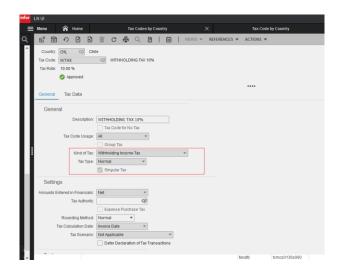
The Professional Fees are legal documents that are used to support the 10% withholding tax for occupations carried out by outside people, professionals and professional entities that do work for your organization

Setup Withholding Tax for Professional Fees

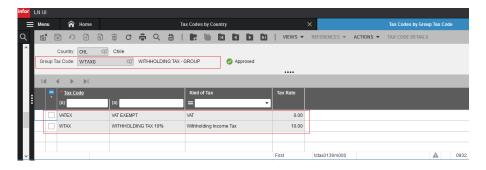
The setup for the professional fees tax, correspond to standard functionality "Group Tax" where must be relationship a tax type "Withholding Income Tax" and a tax type "Vat Type".



"Withholding Income Tax"



"Group Tax"

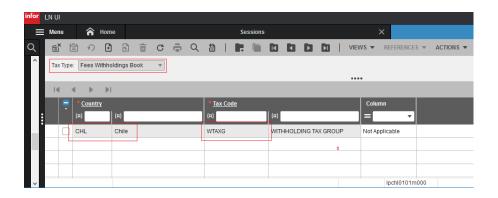


Setup Fees Withholding Book

Session Code	Description
lpchl0101m000	Parameters for Books Printing

In this session the user must set up the taxes that will be used in the legal books "Fees Withholdings Book", "Vat Sales Book" y "Vat Purchase Book". At this point only the configuration of the withholding tax type will be shown.

Parameters Fees Withholdings Book



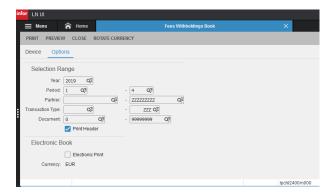
To create a new record the user must press the "New Group" button from the session toolbar, and after that select from the field "Tax Type" the option "Fees Withholding Book" and press Save.

After this, the user must press the button "New" from the session toolbar, where he will need to add the following:

Ord	Field	Observations
1	Country	Select the country code in which the withholding process will be done.
2	Tax Code	Select the tax code of the tax used to do the withholding tax process.
3	Column	Select the option "Not Applicable"

Fees Withholdings Book

Session Code	Description	
lpchl2400m000	Fees Withholdings Book	

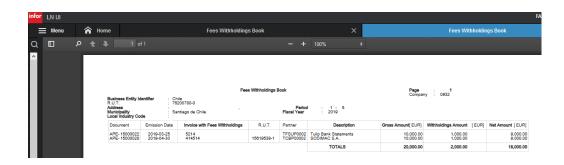


Ord	Field	Observations
1	Year	Select the year for the report to use.
2	Period	Select the period from – to for the report to use.

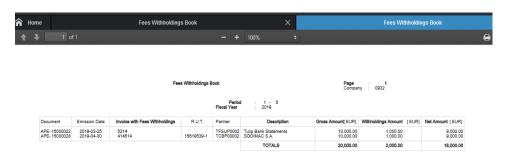
3	Partner	Select a partner from – to for the report to use. Or leave blank to see all the records.
4	Transaction Type	Select a transaction type from – to for the report to use. Or leave blank to see all the records.
5	Document	Select a document from – to for the report to use. Or leave blank to see all the records.
6	Print Header	If this field is checked the system will show the report header with the legal information of the company, if it is not checked the report will be printed without the header information.
7	Electronic Print	This legal book has the functionality to be exported in "txt" format, to activate this functionality you must check this field.

Normal print of the report

"Print header" option checked

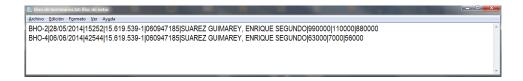


• "Print header" option not checked



.txt Report format

Electronic Book Option checked



Fees Certificate

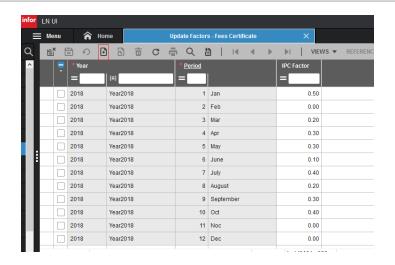
The fee certificate is a report that must be generated each year, this report is delivered to people that has sent professional fees to the company within this fiscal year.

Update Factors - Fees Certificate

This session is used to load the updated IPC factors, with the purpose of review the updated withholding amounts in this fiscal year.

Session Code	Description
lpchl0104m000	Update Factors – Fees Certificate

Press the "New" button and type the year for which you want to use the IPC factors, enter the period and the IPC factor for that period, repeat the procedure for all the periods of the year you are entering.



Certificate Fees Sequence Number

Session Code	Description
lpchl0105m000	Certificate Fees Sequence Number

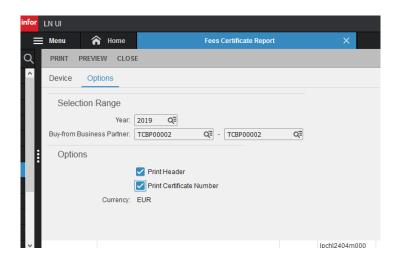


Ord	Field	Observations
1	Company	Select the company code.
2	From	Enter the initial series number.

3	То	Enter the final series number.
4	First Free Number	This field indicates the first number available that will be used when the printing process is ran, when the field "Print Certificate Number" of the session lpchl2404m000 is selected.

Fees Certificate Report

Session Code	Description
lpchl2404m000	Fees Certificate Report



Ord	Field	Observations
1	Year	Enter the year.
2	Buy – From Business Partner	Enter the business partner or leave blank.
3	Print Header Select this field if you wish to print the legal company data	
4	Print Certificate Number	Select this field if you wish to print certificate number.

Print Fees Certificate Report

Chile 76200780-0 El Trovador Las Condes Business Entity Iden R.U.T. Address Municipality Local Industry Code , 4280

Santlago, 7 de May de 2019 N Certified : 135

Chile, Certifica que el Sr(a).

SODIMAC S.A., RUT Nro.15619539-1. Durante el año 2019 se le han pagado las siguientes rentas por concepto de honorarios, y sobre las cuales se practicaron las retenciones de impuestos que se señala

Period	Gross Fees	Withholdings Amount [EUR]	Updated Factor	Updated Amount [EUR]	
				Gross Amount	Withholdings Amount
1 Jan	0.00	0.00	0.10	0.00	0.00
2 Feb	0.00	0.00	0.20	0.00	0.00
3 Mar	0.00	0.00	1.50	0.00	0.00
4 Apr	10,000.00	1,000.00	1.60	10,160.00	1,016.00
5 May	0.00	0.00	1.40	0.00	0.00
OTALS	10,000.00	1,000.00		10,160.00	1,016.00

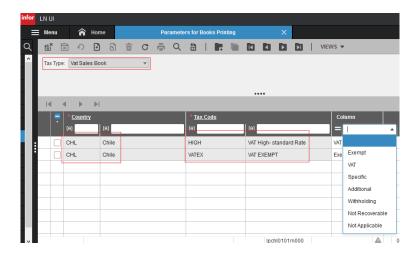
Servicio de Impuestos Internos, publicada en el Diario modificaciones posteriores. Oficial de fecha 20 de Diciembre de 1993, y sus The Sales VAT Book is a monthly control book, where all the sales that the company has made in certain periods are displayed, detailing by type of document, customers, date of issue, value of taxes and total values, which is used to the determination of the payment of the monthly VAT tax.

The creation of the electronic sales document is detailed in the user guide named "DTE Sales Documents".

Parameters for Books Printing

Session Code	Description
lpchl0101m000	Parameters for Books Printing

To create a new record the user must press "New Group" from the session toolbar, after that the user must select the option "Vat Sales Book" in the field "Tax Type" and press Save.

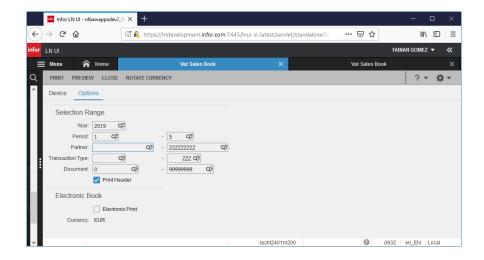


After the previous step, the user must press the button "New" from the session toolbar, where he must add the following information:

Ord	Field	Observations	
1	Country	Select the country code related to the sales tax.	
2	Tax Code	Select the tax code used by the sales invoicing process.	
3	Column	Select the option "Vat" or "Exempt" according to the case. This parameter indicates the column where the tax will be printed in the "Vat Sales Book" report (clgld0402m000).	

Vat Sales Book

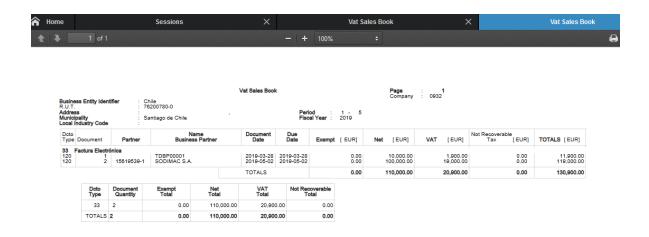
Session Code	Description
lpchl2401m000	Vat Sales Book



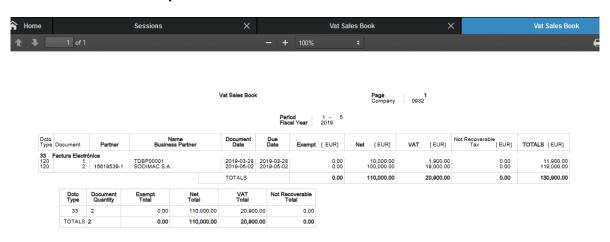
Ord	Field	Observations
1	Year	Enter the year to print
2	Period	Select the period from – to or leave blank.
3	Partner	Select the partner from – to or leave blank.
4	Transaction Type	Select the transaction type from – to or leave blank.
5	Document	Select the document from – to or leave blank.
6	Print Header	Select this field if you wish to print the legal company data.
7	Electronic Print	This legal book has the functionality to be exported in "txt" format, to activate this functionality you must check this field.

Normal report prints

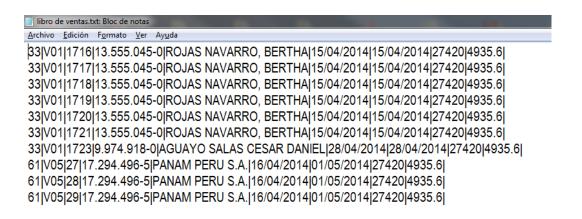
"Print Header" option checked.



"Print Header" option unchecked.



.txt Report Format



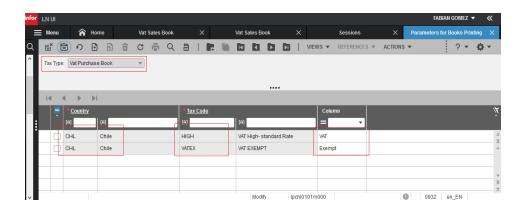
Chapter 6 Purchase Vat Book

The Purchase Vat Book is a monthly control book, where all purchases made by the company during specific periods are displayed, detailing by type of document, suppliers, date of issue, value of taxes and total values, which is used to the determination of the payment of the monthly VAT tax.

Parameters for Books Printing

Session Code	Description
lpchl0101m000	Parameters for Books Printing

To create a new record, the user must press the "New Group" button from the session toolbar, after that select the "Vat Purchase Book" from the "Tax Type" field, and finally press "Save".



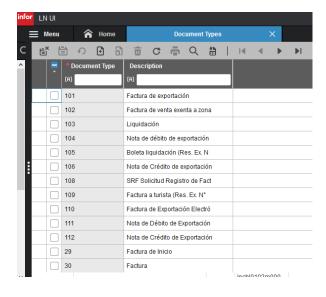
Having done the previous step, the user must push the button "New" of the session toolbar where he must enter the following:

Ord	Field	Observations
1	Country	Select the country.
2	Tax Code	Select the tax code.
3	Tax Sequence	When the selected tax corresponds to a multiple tax, the user must select the sequence, if not the system will show the value 0.
4	Column	The user must select the option Vat, Exempt, specific, withholding, depending the case. This parameter indicates the column of the book where the tax will be inserted in the vat book.

Document Type Maintenance

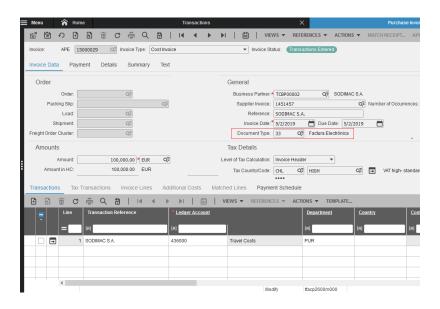
Session Code	Description
lpchl0102m000	Document Type Maintenance

To insert the document type defined by the Servicio de Impuestos Internos (SII), the user must press the button "New", this will enable the fields "Document Type" and "Description".



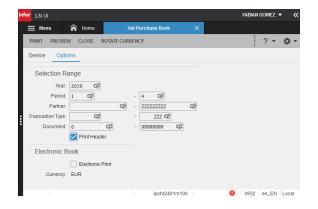
This data will be associated at the time of entering the purchase documents in the session tfacp2600m000 "Purchase Invoice Entry".

Just as a sample of where the field is located you can see the screenshot below. If you need more information on how to create a purchase invoice, please refer to the standard user guides.



Vat Purchase Book

Session Code	Description
Lpchl2401m100	Vat Purchase Book

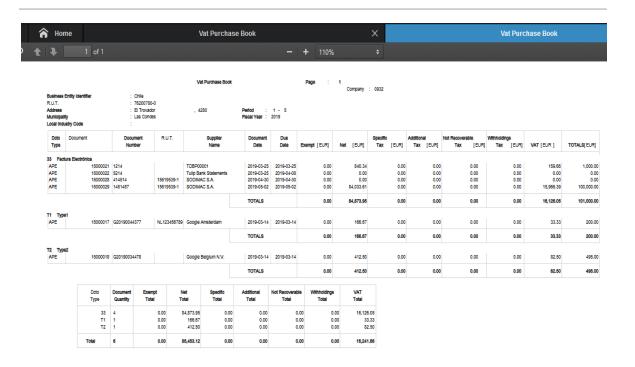


Ord	Field	Observations
1	Year	Enter the year.
2	Period	Select the period from – to or leave blank.
3	Partner	Select the partner from – to or leave blank.
4	Transaction Type	Select the transaction type from – to or leave blank.
5	Document	Select the document from – to or leave blank.
6	Print Header	Select this field if you wish to print the legal company data.
7	Electronic Print	This legal book has the functionality to be exported in "txt" format, to activate this functionality you must check this field.

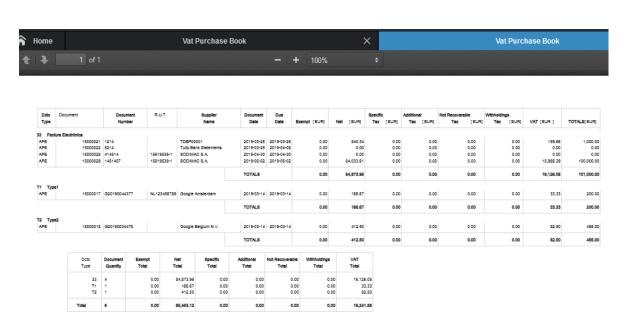
Normal Report

• Option "Print Header" checked

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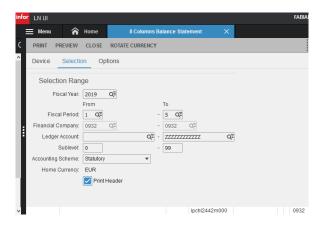
Option "Print Header" unchecked



Chapter 7 '8 Columns Balance Statement'

The 8 Columns Balance Statement is a legal report that contains all the balances of the accounting accounts used in a specific period. This legal book is required by the SII for the tax purposes and serves to justify the declaration of income

Session Code	Description
lpchl2442m000	8 Columns Balance Statement

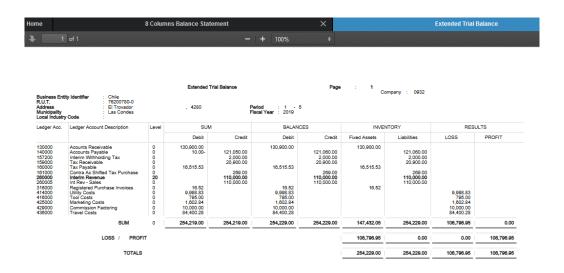


Ord	Field	Observations
1	Year	Select the period from – to or leave blank.
2	Period	Select the partner from – to or leave blank.
3	Financial Company	Select the financial company if you have more than one.

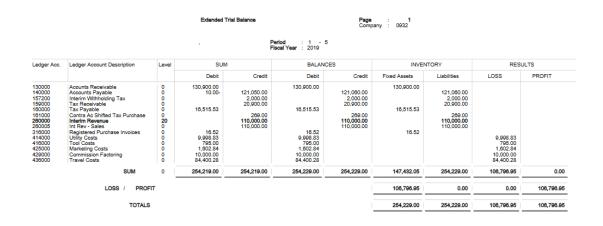
4	Ledger Account	Select the account from – to or leave blank.
5	Sublevel	You can print the report according to the sublevel accounts.
6	Print Header	Select this field if you wish to print the legal company data.

8 Columns Balance Report

• Option "Print Header" checked



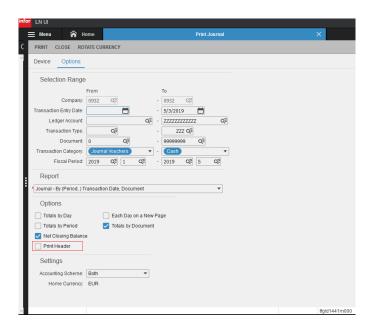
• Option "Print Header" unchecked



Chapter 8 Print Journal

The Print Journal is a report that collects information of all the economic operations registered in the different accounting entries of the company chronologically. This report must be printing from the standard session tfgld1441m000 Journal Book.

Session Code	Description
tfgld1441m000	Journal Book

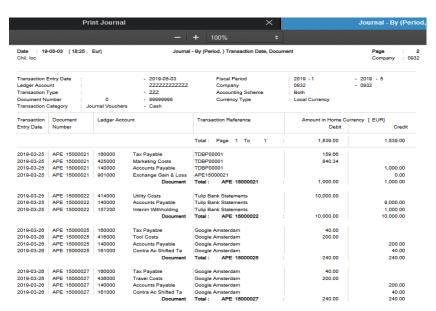


Ord	Field	Observations
1	Company	Select the company range if you have a multi-company structure.

2	Transaction Entry Date	Enter the transaction date from – to or leave blank.
3	Ledger Account	Select the account from – to or leave blank.
4	Transaction Type	Select the transaction type from – to or leave blank.
5	Document	Select the document from – to or leave blank.
6	Transaction Category	Select one transaction category: Journal Vouchers, Sales Invoices, Sales Credit Notes, Sales Corrections, Purchase Invoices, Purchase Credit Notes, Purchase Corrections, Opening Balance, Cash.
7	Fiscal Period	Select the period from – to or leave blank.
8	Print Header	Select this field if you wish to print the legal company data. The format must be created for the users, used the standard functionality "Personalize Reports".

Journal Book

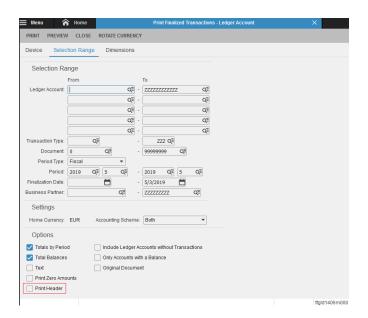
Option "Print Header" checked



Chapter 9 General Ledger Book Chile

The General Ledger Book is a report that collects information of all the economic operations registered in the different accounting accounts of the company chronologically for each account that has been used in our accounting. This report must be printing from the standard session tfgld1406m000 Print Finalized Transactions – Ledger Account.

Session Code	Description
tfgld1406m000	Print Finalized Transactions – Ledger Account

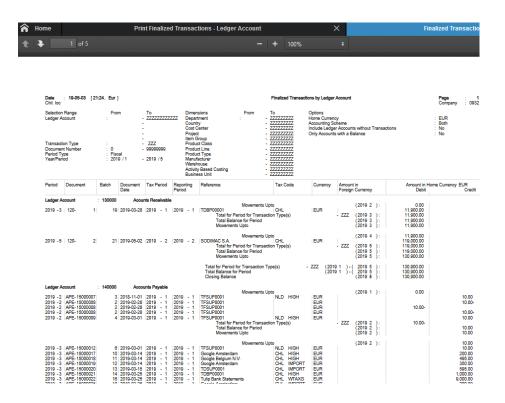


Ord	Field	Observations
1	Ledger Account	Select the account from – to or leave blank.

3	Transaction Type	Select the transaction type from – to or leave blank.
4	Document	Select the document from – to or leave blank.
	Period	Select the period from – to or leave blank.
6	Print Header	Select this field if you wish to print the legal company data. The format must be created for the users, used the standard functionality "Personalize Reports"

General Ledger

• Option "Print Header" checked



The scope of the Inventory and Balance Book report is to print the control accounts (customers and vendors) with the detailed balance by business partner code. The other types of accounts will show the balance with detail in the journal book.

Note: This legal report does not have a predefined format, and the information varies depending the industry code and the economic activity of each company.

Inventory and Balance Book Report

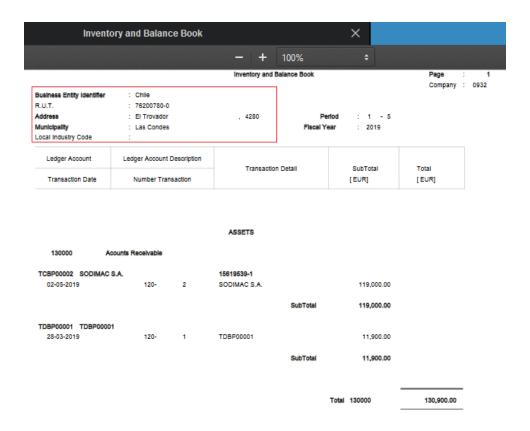
Session Code	Description
lpchl2407m000	Inventory and Balance Book



Ord	Field	Observations
1	Year	Select the year.

2	Period	Select the period from – to or leave blank.
3	Ledger Account	Select the account from – to or leave blank.
4	Print Zero Balance	If this field is checked, the report prints the accounts that have zero balance if the field is unchecked the report will only print the accounts that have a balance different of zero.
5	Print Header	Select this field if you wish to print the legal company data.

• Option "Print Header" checked



• Option "Print Header" unchecked





130000 TCBP00002 SODIMAC S.A. 15619539-1 02-05-2019 120-SODIMAC S.A. 119,000.00 SubTotal 119,000.00 TDBP00001 TDBP00001 28-03-2019 120-TDBP00001 11,900.00 SubTotal 11,900.00

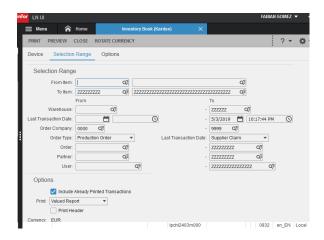
Chapter 11 Inventory Book (Kardex)



The Inventory Book is an auxiliary report that shows all the historic movements for each item, in this report the user can see the quantities and their amount in the currency selected in the report.

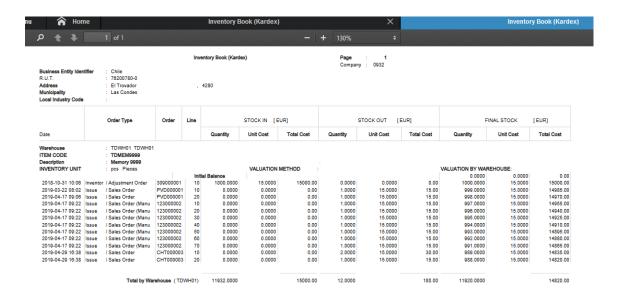
Inventory Book (Kardex)

Session Code	Description
lpchl2403m000	Inventory Book (Kardex)

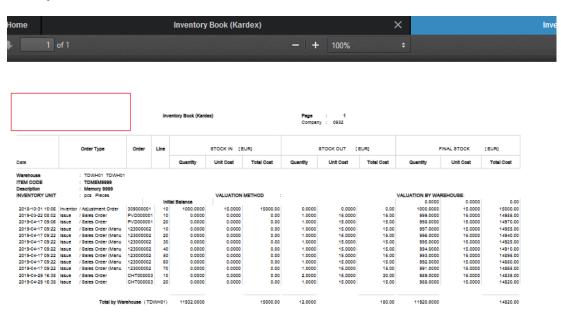


Ord	Field	Observations
1	Print	If the user needs to print the amount balances, then "Value Report" must be selected, if the user needs only to see the quantities then select the option "Report Unit".

Option "Print Header" checked.



• Option "Print Header" unchecked.



Chapter 12 Classified Balance

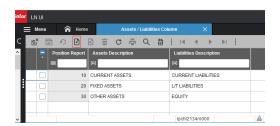
The Classified Balance is a periodic report that serves for the management and decision making of the management and accounting areas, in which the accounts and their balances are grouped and classified according to their origin. The accounts used in this report are the assets, liabilities and equity accounts.

Asset / Liabilities Column

Session Code	Description
lpchl2134m000	Asset / Liabilities Column

This session is used to create accounts descriptive groupings, that are used as a structure and sequence for the report.

To create a new record the user must press the option "New" in the session toolbar.



Ord	Field	Observations
1	Position Report	The position is the sequence of the structure of the report; therefore, the user must create an ascending coding and according to the nomenclature of the balance, and its classification.

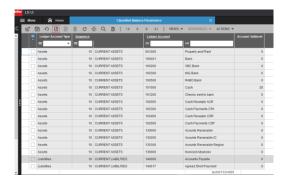
This sequence will be taken into account for the column "Asset" and
the column "Liabilities" when the report is printed.

Classified Balance Parameters

Session Code	Description
lpchl2133m000	Classified Balance Parameters

This session is used to associate the accounts and grouping sequences previously mentioned. In the set up of this report the user must honor the sequential structure of the chart of accounts and its levels.

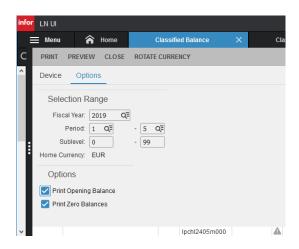
To create a new record the user must press the button "New" from the session toolbar.



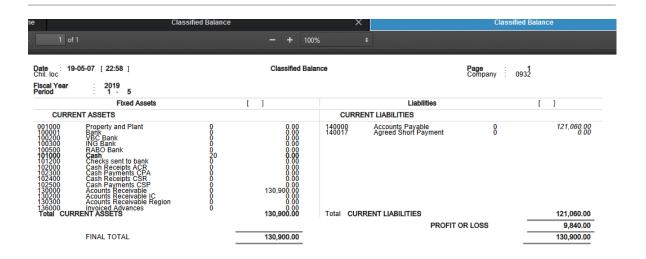
Ord	Field	Observations
1	Ledger Account Type	The user must select "Assets" or "Liabilities", depending on the origin of the account and the structure that needs to be generated for the report.
2	Sequence	The user must associate the sequence created in the session "lpchl2134m000" Asset / Liabilities Column and select the column in which the balance of the account will be printed ("Ledger Account Type" - Asset or Liabilities).

Print Classified Balance Report

Session Code	Description
lpchl2405m000	Classified Balance Parameters



Ord	Field	Observations
1	Year	Select the year.
2	Period	Select the period from – to or leave blank.
3	Sublevel	Select the sublevel from – to or leave blank.
4	Print Zero Balance	If this field is checked, the report prints the accounts that have zero balance if the field is unchecked the report will only print the accounts that have a balance different of zero.
5	Print Opening Balance	If this field is checked, the report is printed using the opening balances of the accounts, if it is not checked, the report does not print the account opening balances.



Chapter 12 Income Statement

The Income Statement is a periodic report that serves for decision making of the management and accounting area. This report measures the performance of the company by analyzing whether a loss or gain was obtained in a given period. The accounts used in this report are the profit and loss accounts.

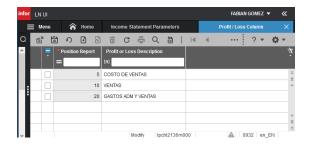
Income Statement Parameters

Grouping Columns

Session Code	Description
lpchl2136m000	Profit / Loss Column

This session is used to create descriptive groupings of accounts that are used in the structure of the report and mark the sequence at the time of printing the report.

To create a new record the user must push the button "New" of the session toolbar, in the column "Position Report" the user must enter an ascending number and a description for profit or loss field.

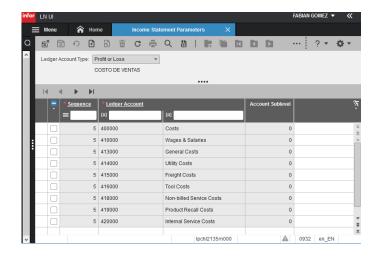


Accounts Configuration

Session Code	Description
lpchl2135m000	Income Statement Parameters

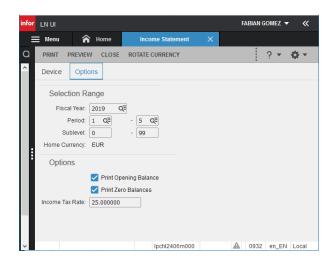
This session is used to associate the accounts to the previously mentioned grouping sequences. In the configuration of this report the sequential structure of the chart of accounts and its levels must be respected.

Ord	Field	Observations
1	Ledger Account Type	The user must select "Profit or Loss" depending on the origin of the account and the desired structure of the report.
2	Sequence	The user must associate the sequence created in the session "lpchl2135m000" Asset / Liabilities Column and select the column in which the balance of the account will be printed ("Ledger Account Type" - Asset or Liabilities).



Print Income Statement

Session Code	Description
clgld0406m000	Income Statement



Ord	Field	Observations
1	Year	Select the year.
2	Period	Select the period from – to or leave blank.
3	Sublevel	Select the sublevel from – to.
4	Print Zero Balance	If this field is checked, the report prints the accounts that have zero balance if the field is unchecked the report will only print the accounts that have a balance different of zero.
5	Print Opening Balance	If this field is checked, the report is printed using the opening balances of the accounts, if it is not checked, the report does not print the account opening balances.

6 Income Tax Rate

In this field the user must add the rate of the income tax that will multiply the income before the taxes.

