

# Gap analysis questionnaire

## Common EU standard VAT return

1. General information									
(11) Company name      Intelligent box									
(12) VAT identification number: Country code of the relevant EU MS + VAT number of the relevant EU MS									
(13) VAT period									
	2. Output transactions		3. VAT due			4. Input transactions		5. VAT deductible	
Standard rate		211		311	Imports of goods		41		51
Reduced rate		212		312	IC acquisitions of goods		42		52
Other rates		213		313	IC purchases of services		43		53
IC supplies of goods		22			Domestic reverse charge		44		54
IC supplies of services		23			Other cross-border reverse charge		45		55
Export of goods		24			Other purchases				56
Other supplies with right of deduction		25			SUBTOTAL	Intelligent box	46	Intelligent box	57
Other supplies without right of deduction		26			Adjustments (+/-)				58
SUBTOTAL	Intelligent box	27	Intelligent box	32	<b>TOTAL</b>				Intelligent box <b>59</b>
VAT due reverse charge (including import VAT deferred)				33					
<b>TOTAL</b>			Intelligent box	<b>34</b>					

6. Balance	
	Amount
(61) Net amount of the period = (34) – (59)	
(621) VAT credit brought forward from previous period	
(622) Advance payments made	
(62) Net VAT amount payable/refundable = (61) - (621) – (622)	
(64) Amount claimed for refund	

7. Corrections				
Period	Under-declared VAT	Over-claimed VAT	Total	
711	721	731	741	Intelligent box

Belgium

712	722	732		742	Intelligent box
713	723	733		743	Intelligent box
71x	72x	73x		74x	Intelligent box
Total				75	Intelligent box

8. Date and signature	
(81) Signature	
(82) Name and capacity of preparer/signatory	
(83) Date	

## Output transactions

<p align="center"><b>General principles</b></p>	<p><b>Please briefly indicate the principal territory (this will be further completed during our follow-up call, if necessary)</b></p>
<p>The taxable person should report the sale (output) transactions that are or should have been performed under its VAT identification number in the Member State of reporting.</p>	<p>No, worldwide sales should be reported VAT return for Belgian-established entities Yes, for non-established entities.</p>
<p>Negative amounts are permitted in the relevant boxes as credit notes need to be reported in the same boxes as the initial invoices to which they relate.</p>	<p>The Belgian VAT return may not mention credit amounts. Therefore it is not permissible to offset the taxable amount/tax amount of credit notes against the taxable amount/tax amount of invoices. The taxable amount/tax amount of credit notes should be reported in specific boxes in the Belgian VAT return.</p>

Description	BOX		Transactions to be reported	Tick the box if the transaction has been reported in your national periodical (P), annual VAT return (A), other VAT return (O) or not (N)					
	TAXABLE AMOUNT	TAX AMOUNT		TAXABLE AMOUNT				TAX AMOUNT	
				P	A	O	N	P	A
Standard rate	211	311	Supplies of goods and/or services on which VAT is charged at the standard rate	X				X	
			Self-supplies of goods and/or services on which VAT is charged at the standard rate	X				X	
Reduced rate(s)	212	312	Supplies of goods and/or services on which VAT is charged at one and/or two reduced rates not less than 5%	X				X	
			Self-supplies of goods and/or services on which VAT is charged at one and/or two reduced rates not less than 5%	X				X	
Other rates	213	313	Supplies of goods and/or services on which VAT is charged at one or several super reduced rates or 0% is applied (derogations)	X					
			Self-supplies of goods and/or services on which VAT is charged at one or several super reduced rates or 0% is applied (derogations)	X					

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			Supplies of goods and/or services related to an old standard rate / reduced rate				X		
IC supplies of goods	22		Supplies of goods exempt from VAT because the goods are transported from a MS to a person liable to VAT on his intra-Community acquisitions of goods in another MS - These supplies have to be reported in the EC Sales List as supplies of goods	X					
			Deemed supplies of goods exempt from VAT because the goods are transported by a taxable person from a MS to himself in another MS where this person is liable to VAT on the deemed intra-Community acquisitions of goods (transfers) - These supplies have to be reported in the EC Sales List as supplies of goods	X					
			Supplies of goods by party B in a triangulation transaction (ABC) - These supplies are taking place in the MS of final destination of the goods where the acquirer C is liable for VAT on these supplies - These supplies have to be reported in the EC Sales List with a specific code for triangulation transactions	X					
IC supplies of services	23		General B2B supplies of services taking place in another MS for which the recipient taxable person (or considered as taxable person because registered for VAT) is liable to VAT in a MS other than the MS of the supplier and that are not exempt from VAT (articles 44 and 196 of the EU Directive) - These supplies have to be reported in the EC Sales List of the supplier as supplies of services	X					
Export of goods	24		Supplies of goods exempt from VAT because the goods are transported outside the EU by the supplier, by the customer not established in the Member State of departure of the transport, or on their behalf	X					
Other supplies with right of deduction (= supplies made in the MS of submission of the VAT return or supplies made outside of this MS from the VAT number of the MS of submission but that would have opened a right to deduct if made in the MS of submission of the VAT return)	25		Exempt supplies to embassies, consulates, international organizations, etc.	X					
			Exempt supplies in customs warehouses, VAT warehouses, etc.	X					
			Exempt supplies related to international transport (eg supplies of airplanes, etc)	X					
			Supplies of goods and/or services made in the MS of submission of the return for which the recipient in the same MS is liable to pay the VAT - This concerns local reverse charge based on derogations	X					
			Supplies of goods taking place outside of the MS of submission of the VAT return, but made from the VAT number of the MS of submission (e.g. supply with installation in MS2 with application of local reverse charge for which the supplier is not to be registered for VAT purposes in MS2)	X					
			Supplies of services taking place in non-EU MS (including on the basis of the use and enjoyment rule)	X					
Other supplies without right of deduction (= supplies made in the MS of submission of the VAT return or supplies made outside of this MS from the VAT number of the MS of submission but that would not have opened a right to deduct if made in the MS of submission of the VAT return)	26		Supplies of services other than those reported in box 23, taking place in other EU MS, but made from the VAT number of the MS of submission	X					
			Supplies of goods and/or services exempt from VAT without right of deduction taking place in the MS where the VAT return is to be submitted	X					
			Supplies of services taking place abroad (including in another MS) and exempt in the MS from where the service is rendered (main establishment, branch, presence) - Normally, the service is also exempt in the MS where the service is taking place and consequently must not be reported in the EC Sales List	X					
			Supplies of goods that would in any case be exempt from VAT without right of deduction if made in or from the MS where the VAT return is to be submitted even if they could benefit from another exemption because they are transported to another MS (see box 22) or outside the EU (see box 24)	X					

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<b>SUBTOTAL</b>	27	32					X	X	
Reverse charge		33	VAT deferred payment upon importation - VAT is to be reported as due [and also as (partially or totally) deductible (if applicable) in box 51] in the VAT return of the MS where the importation takes place						X
			VAT due on (deemed) intra-Community acquisitions of goods - VAT is to be reported as due [and also as (partially or totally) deductible (if applicable) in box 52] in the VAT return of the MS where the intra-Community acquisition takes place						X
			VAT due on intra-Community purchases of general B2B services - VAT is to be reported as due [and also as (partially or totally) deductible (if applicable) in box 53] in the VAT return of the MS where the service takes place						X
			VAT due on domestic purchases of goods and/or services - VAT is to be reported as due [and also as (partially or totally) deductible (if applicable) in box 54] in the VAT return of the MS where the supply takes place						X
			VAT due on other cross-border purchases - VAT is to be reported as due [and also as (partially or totally) deductible (if applicable) in box 55] in the VAT return of the MS where the supply takes place						X
<b>TOTAL</b>	28	34					X	X	

Other output transactions than stated above to be currently reported											
Transactions to be reported	High level comments/remarks (this can be further completed/explained in detail during our follow-up call, if necessary)					Tick the box if the transaction has to be reported in your national periodical VAT return (P), annual VAT return (A) or other VAT return (O)					
						TAXABLE AMOUNT			TAX AMOUNT		
						P	A	O	P	A	O
Transactions between members of a VAT group	Although outside scope, these have to be reported					X					
Transfer of going concern or line of business	Although outside scope, these have to be reported					X					
Any transaction subject to a special regime						X					

Please indicate which differences exist for established vs non-established taxable persons regarding output transactions (if any) (only high level comments are required, this can be further completed/explained in detail during our follow-up call, if necessary)		
Subject	Rule for established taxable persons	Rule for non-established taxable persons
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Yes only if mixed or partial taxpayer
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## Input transactions

<p align="center"><b>General preliminary remarks</b></p>	<p><b>Please briefly indicate the p territory (this will be further c during our follow-up call,</b></p>
<p>The taxable person should only report purchase (input) transactions that have taken place (for VAT purposes) in the Member State of reporting.</p>	<p>No, worldwide purchases should Belgian VAT return for Belgian-e Yes, for non-established entities.</p>
<p>Negative amounts are permitted in the relevant boxes as credit notes need to be reported in the same boxes as the initial invoices to which they relate.</p>	<p>The Belgian VAT return may not amounts. If a box results in a ne should be transferred to the next against the next period. Setoff ca the next month for the positive ai month; the remainder should aga to a subsequent period.</p>

Description	BOX		Transactions to be reported	Tick the box if the transac				
	TAXABLE AMOUNT	TAX AMOUNT		TAXABLE AMOUNT				
				P	A	O	N	P
Imports of goods	41	51	Importation of goods <u>with</u> deferred payment of VAT - VAT is to be reported as (partially or totally) deductible (if applicable) [and also as due in box 33] in the VAT return of the MS where the importation takes place	X				X
			Importation of goods <u>without</u> deferred payment of VAT - VAT paid at the customs office to be reported as (partially or totally) deductible (if applicable) in the VAT return of the MS where the importation takes place	X				X
			Importation of goods <u>exempt</u> from VAT	X				

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IC acquisitions of goods	42	52	This concerns purchases of goods that are transported from a MS to a person liable to VAT on his intra-Community acquisitions of goods in another MS - VAT is to be reported as (partially or totally) deductible (if applicable) [and also as due in box 33] in the VAT return of the MS where the intra-Community acquisition takes place - The related supplies in the MS of origin have to be reported in the EC Sales List of the supplier as supplies of goods - The purchases of these goods are to be reported in the EC Acquisitions List in some MS of destination	X					X
			This concerns movement of goods that are transported by a taxable person from a MS to himself in another MS where this person is liable to VAT on the deemed intra-Community acquisition of goods (transfers) - VAT is to be reported as (partially or totally) deductible (if applicable) [and also as due in box 33] in the VAT return of the MS where the deemed intra-Community acquisition takes place - The related supplies in the MS of origin have to be reported in the EC Sales List of the supplier as supplies of goods - The movements of these goods are to be reported in the EC Acquisitions List in some MS of destination	X					X
			Purchase of goods by party B in MS 2 in a triangulation transaction (ABC) - The acquisition is taking place in the MS of final destination (MS 3) of the goods where the acquirer C is liable for VAT on the supply made to him by B - The supply by A to B is to be reported in the EC Sales List of the supplier as a supply of goods - The intra-Community acquisition made by B is not subject to VAT	X					
		52	Purchase of goods by party C in MS 3 in a triangulation transaction (ABC) - The acquisition is taking place in the MS of final destination (MS 3) of the goods where the acquirer C is liable for VAT on the supply made to him by B - The supply by B to C is to be reported in the EC Sales List of B as a supply of goods with a special code for triangulation	X					X
IC purchases of services	43	53	General B2B purchases of services taking place in the MS of submission of the VAT return for which the recipient taxable person (or considered as taxable person because registered for VAT) is liable to VAT and that are not exempt from VAT (articles 44 and 196 of the EU Directive) - VAT is to be reported as (partially or totally) deductible (if applicable) [and also as due in box 33] in the VAT return of the MS where the service takes place - The related supplies have to be reported in the EC Sales List of the supplier as supplies of services - The purchases of these services are to be reported in the EC Acquisitions List in some MS of destination	X					X
Domestic reverse charge	44	54	Purchases of goods and/or services made in the MS of submission of the return for which the recipient in this MS is liable to pay the VAT - This concerns the local reverse charge based on derogations - VAT is to be reported as (partially or totally) deductible (if applicable) [and also as due in box 33] in the VAT return of the MS where the supply takes place	X					X
Other cross-border reverse charge	45	55	Purchases of goods and/or services taking place in the MS of submission of the VAT return for which the recipient taxable person (or considered as taxable person because registered for VAT) is liable to VAT - It concerns any supply of goods and all other services (even exempt from VAT in the MS of submission of the VAT return) than those reported in box 43 - VAT (if any) is to be reported as (partially or totally) deductible (if applicable) [and also as due in box 33] in the VAT return of the MS where the supply takes place	X					X
Other purchases				X					X
SUBTOTAL	46	56	This concerns all other purchases not reported in the other input transactions boxes					X	X
Adjustments (+/-)		57	Adjustments of the VAT deducted on e.g. fixed assets: this concerns adjustments in favour of the State (-) or in favour of the taxable person (+)						X

Adjustments (77)		59	Adjustments of the VAT deducted after review of the provisional pro rata: in (-) if this is in favour of the State or in (+) if this is in favour of the taxable person						X
TOTAL		59							X

**Other input transactions than stated above to be currently reported**

<b>Transactions to be reported</b>	<b>High level comments/remarks (this can be further completed/explained in detail during our follow-up call, if necessary)</b>	<b>Tick the box if the transaction to be reported in your national periodical VAT return (P), and VAT return (A) or other VAT return (O)</b>					
		<b>TAXABLE AMOUNT</b>			<b>TAX AMOUNT</b>		
		<b>P</b>	<b>A</b>	<b>O</b>	<b>P</b>	<b>A</b>	
Transactions between members of a VAT group	Although outside scope, these have to be reported	X					
Transfer of going concern or line of business	Although outside scope, these have to be reported	X					
Local purchases		X			X		

*Please indicate which differences exist for established vs non-established taxable persons regarding input transactions (if any) (only high level comments are required, this can be further completed/explained in detail during our follow-up call, if necessary)*

<i>Subject</i>	<i>Rule for established taxable persons</i>	<i>Rule for non-established taxable persons</i>
see line 4 above		

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**TAX AMOUNT**

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## Balance - Date - Signature

<i>BOX</i>	<i>Description</i>	<i>To be currently reported in your national periodical VAT return? Yes/No</i>	<i>Please briefly comment (this will be further completed in detail during our follow-up call, if necessary)</i>
61	Net amount of the period = (34) – (59)		
621	VAT credit brought forward from previous period	No	
622	Prepayments made (that can be offset against VAT due or that can be refunded), e.g.:		
	- refund of ET14000 prepayment (Belgium);	Yes	
	- paid December prepayment (Belgium);	Yes	Taxable persons filing monthly VAT returns should, if they have opted for this method, report the VAT amount that was due from 1 up to 20 December in their December VAT return, even if the amount is nil.
	- monthly prepayments made by quarterly filers;	No	
	- other (please specify).	No	
63	Net VAT amount payable/refundable = (61) - (621) - (622)		
64	Amount claimed for refund (the amount claimed for refund can be the total or a partial amount of the outstanding VAT credit, but national refund rules/practices should be followed)	No	

<i>Please indicate which differences exist for established vs non-established taxable persons regarding the above (if any) (only high level comments are required, this can be further completed/explained in detail during our follow-up call, if necessary)</i>		
<i>Subject</i>	<i>Rule for established taxable persons</i>	<i>Rule for non-established taxable persons</i>
N/A		

<i>Other information than stated above (not related to output/input transactions - see previous sheets) to be included in your national periodical VAT return (P), annual VAT return (A) or other return (O)</i>	<i>Please briefly comment (this will be further completed in detail during our follow-up call, if necessary)</i>

Belgium


# Corrections

	<b><i>Proposed standard approach to correcting errors with regard to the common EU standard VAT return</i></b>
<i>Principles of correcting mistakes and reporting corrections</i>	All errors in the VAT return should be corrected and the correction should be made as soon as the error is detected.
	Only material errors should be disclosed to the VAT authorities (above a certain threshold).
	Only corrections of errors with regard to under-declared VAT or over-claimed VAT are considered as corrections.
<i>How to correct/disclose (form)</i>	Re-filing of the common EU standard VAT return should be possible before the filing due date.
	If the error is detected after the filing due date, the error has to be corrected in a subsequent VAT return.
	The common EU standard VAT return cannot be used by Member States to calculate penalties/late payment interest.
<i>Information requirements</i>	All errors need to be corrected in the boxes for the 'normal' transactions to be reported in the VAT return; boxes can show negative amounts.
	For corrections above a threshold, per period to be corrected, the following information should be disclosed (in separate boxes in the VAT return): - the total amount of under-declared VAT reported in the current period; - the total amount of over-claimed VAT reported in the current period.
	Only totals per period to which the corrections relate need to be disclosed, no details or explanation should be provided per individual correction.
<i>Threshold</i>	The amount of corrections to be taken into account to calculate whether the threshold is reached is the sum of the under-declared VAT and the over-claimed VAT reported in the current period.
	The threshold is exceeded if the above sum is higher than - EUR 50 000 - 1% of the VAT return turnover if < EUR 50 000
<i>Submission</i>	The same submission rules apply as for the common EU standard VAT return (because the same form is used).

<b><i>Please indicate which correction rules are different</i></b>	
<b><i>Subject</i></b>	<b><i>Rule for established taxable persons</i></b>



**Please briefly indicate whether the provision is according to your national correction rules or indicate any derogating national correction rules  
(this will be further completed in detail during our follow-up call, if necessary)**

This provision is in line with the Belgian VAT rules.

Please note that this provision is not in line with the Belgian VAT rules. All mistakes (material or immaterial) should be corrected.

Please note that this provision is not in line with the Belgian VAT rules. All mistakes (material or immaterial) should be corrected.

This provision is in line with the Belgian VAT rules.

This provision is in line with the Belgian VAT rules.

In principle, the Belgian VAT authorities can use the VAT return to impose penalties or late payment interest. However, in practice, it will usually be difficult for them to detect the fact that corrections have been made to the VAT return

Yes, should be reported in normal boxes.

The Belgian VAT return may not state negative amounts.

This is not a requirement in Belgium.

This provision is in line with the Belgian VAT rules.

Please note that this provision is not in line with the Belgian VAT rules. All mistakes (material or immaterial) should be corrected. There is no minimum threshold in Belgium.

N/A

This provision is in line with the Belgian VAT rules.

**ent for established vs non-established taxable persons (if any)**

**Rule for non-established taxable persons**





# Submission of the VAT return

	<b>Proposed standard approach to correcting errors with regard to the common EU standard VAT return</b>	<b>Please <u>briefly</u> indicate whether the provision is according to your national submission rules or indicate any derogating national submission rules (this will be further completed in detail during our follow-up call, if necessary)</b>
<i>Submission mode</i>	Only electronic submission	This provision is in line with the Belgian VAT rules
<i>Submission date</i>	By the last day of the month following the tax period; no delay for e.g. Sundays or national holidays	This provision is not in line with the Belgian VAT rules. In Belgium, periodic VAT returns should be filed by the 20th of the month following the tax period (month/quarter). If that day falls on a weekend or bank holiday, the filing due date is shifted to the next working day.
<i>Submission period</i>	General rule: calendar month filing for taxable persons	This provision is in line with the Belgian VAT rules
	Optional derogation for calendar quarter filing for taxable persons meeting the criteria	This provision is in line with the Belgian VAT rules
	The criteria for taxable persons for filing quarterly returns will be finalised after input from your territory:	
	- if you work with thresholds in your territory, please indicate the threshold below which the derogation (i.c. quarterly filing) is possible;	If annual turnover does not exceed EUR 1,000,000, quarterly returns can be filed, or if the amount of intra-Community supplies performed by the taxable person is smaller than EUR 400,000. However, if the taxable person's economic activity mainly consists of supplies of mineral oil, computers, mobile phones and peripherals, its annual turnover may not exceed EUR 200,000 if it wants to file quarterly returns.
	- please indicate other criteria applicable in your territory when the derogation is possible/not possible, if any; - what are the rules for switching between the general rule (i.c. monthly filing) and the derogation (i.c. quarterly filing).	N/A
<i>Payment date</i>	The payment due date should be same as the submission due date.	The threshold mentioned above.
	Quarterly filers will have to make prepayments by the last day of the first and the second month of the calendar quarter. Prepayments are calculated as 1/3rd of the VAT due over the previous quarter.	Quarterly filers have to make pre-payments by the 20th of the second and third months of the calendar quarter. The pre-payments are calculated as 1/3 of the VAT due for the previous quarter.

**Please indicate which submission rules are different for established vs non-established taxable persons (if any)**

<b>Subject</b>	<b>Rule for established taxable persons</b>	<b>Rule for non-established taxable persons</b>

# Other VAT return obligations

	<i>Please provide high level clarification as to whether or not you have annual recapitulative VAT returns</i>
Filing/provision of other documents in addition to your periodical VAT return (e.g. annexes to the periodical VAT return other than Intrastat, IC Sales Lists, IC Acquisition Lists or Annual Sales Lists)	<b>We do not have annual recapitulative VAT returns</b>

<i>Please indicate which other VAT return obligations are different for established taxable persons</i>	
<i>Subject</i>	<i>Rule for established taxable persons</i>

<i>and indicate its purpose (e.g. for the tax authorities) (this will be further completed in detail during our follow-up call, if necessary)</i>
<i>/AT returns. However, we do have an annual sales listing, which has to be filed reporting all sales to Belgian VAT numbers</i>

<i>established vs for non-established taxable persons (if any)</i>
<i>Rule for non-established taxable persons</i>

# Filing mechanism

	<p align="center"><i>Questions</i></p>
<p align="center"><i>Platform</i></p>	<p>How can you file a VAT return form electronically in your Member State? (Please indicate multiple answers if applicable.)</p>
	<p>- If something else, please indicate in detail how this is done.</p>
	<p>- In the case of an online platform, please indicate the link where this is to be found and explain in short how this is done.</p>

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	- In the case of installed software, please indicate the name of the package and explain in short how this is done.
VAT return form	What format can be used to file VAT return forms electronically? (Please indicate multiple answers if applicable.)
	- If something else, please indicate in detail what format is used.

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<i>Authentication &amp; signing</i>	How are businesses assured that their VAT return forms can only be submitted by an authorised individual (e.g. via registration on a platform)?
	Can companies appoint someone else (e.g. a proxyholder) to submit VAT return forms?
	Does a person need to authenticate himself/herself for each company before submitting?
	How does an authorised individual authenticate himself/herself before submitting?
	- In the case of user ID and password, how does the process to receive this work?
	- In the case of a token or smartcard, please indicate what possibilities there are and describe the process.
	- If something else, please indicate in detail how the authentication process works.
	When submitting, must the VAT return form be signed electronically?
<i>Archiving &amp; proof of receipt</i>	- If so, how is this done and what is accepted as signature?
	When the VAT return form is submitted, are the businesses assured that this is done successfully by means of a proof of receipt?
	- If so, what type of proof of receipt is this and how does this process work?
	- If so, where and how is the proof of receipt stored?
	How and where is the submitted VAT return form stored (e.g. is it stored on the platform, is the form downloadable for storage outside the platform, is it available in pdf format, is it stored/available on the platform for a limited/unlimited period of time, etc.)?

<i>Please indicate which filing mechanisms are different for established vs for non-established taxable persons</i>	
<i>Subject</i>	<i>Rule for established taxable persons</i>

<p><b>Please briefly indicate the national filing rules for the listed questions (sometimes dropdown lists are available)</b></p>	<p><b>High level comments (e.g. are there any restrictions, etc.) (this will be further completed in detail during our follow-up call, if necessary)</b></p>
Electronic filing of VAT returns via INTERVAT (online platform)	
N/A	
<p>The Belgian VAT authorities have developed INTERVAT, a web-based application, for electronically filing of VAT returns, IC sales listings and annual client listings in Belgium.</p> <p>Please note that the INTERVAT portal is only available in Dutch and French.</p> <p>The technical requirements to use INTERVAT are: (1) an internet connection, (2) a standard browser like Internet Explorer and (3) a digital certificate or electronic ID card (for Belgian residents). No extra software need be purchased, all necessary programs are provided on the website.</p> <p>If Belgian VAT returns and listings are prepared and filed from another country and no electronic ID card is held, a digital certificate will be required.</p> <p>The necessary digital certificate is a class 3 certificate, which can only be obtained from Global Sign, ISABEL or Certipost. The websites of these certification authorities describe in detail what steps need to be taken to obtain a digital certificate.</p> <p>Global Sign (<a href="http://eu.globalsign.com/digital_certificate/personalsign/pro3.htm">http://eu.globalsign.com/digital_certificate/personalsign/pro3.htm</a>)</p> <p>ISABEL (<a href="http://www.isabel.be/egovernment/nl/index.html">http://www.isabel.be/egovernment/nl/index.html</a>)</p> <p>Certipost (<a href="http://www.certipost.be/welcome/index.php">http://www.certipost.be/welcome/index.php</a>)</p> <p>The general steps to follow when filing a return are (NL version):</p> <p>Connect to the website of the authorities <a href="http://minfin.fgov.be/portail2/index.htm">http://minfin.fgov.be/portail2/index.htm</a> and double-click the Intervat button (top right);</p> <p>Select "Authenticatie via certificaat"</p> <p>An applet will be sent to check the validity of the digital certificate;</p> <p>A second applet will be sent to file the return;</p> <p>Input of figures and checks;</p> <p>Send the digitally signed return;</p> <p>Receive time stamp from the Belgian VAT authorities.</p>	

N/A	
Web form completed manually	
Structured data (from IT systems) manually uploaded onto the platform	
N/A	



Using a digital certificate or electronic ID card (for Belgian residents), see above	
Yes	
Yes	
Using a digital certificate or electronic ID card (for Belgian residents), see above	
yes	
Using a digital certificate or electronic ID card (for Belgian residents), see above	
yes	
As soon as the data transmission is complete, a receipt notification is generated and can be downloaded in pdf or xml	
To be determined by the taxpayer himself	
Once return is submitted, it can no longer be consulted.	

***ished taxable persons (if any)***

<b><i>Rule for non-established taxable persons</i></b>