



EUROPEAN COMMISSION  
DIRECTORATE-GENERAL  
TAXATION AND CUSTOMS UNION  
Digital Delivery of Customs and Taxation Policies  
**Taxation Systems & Digital Governance**

# **User Manual**

## **TEDB - Public**

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<b>Author</b>	SOFT-DEV
<b>Project owner</b>	Head of Unit of DG TAXUD Unit D4 Economic analysis, evaluation & impact assessment support
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<sup>1</sup> Action: I=Insert R=Replace

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# Table of contents

<b>1</b>	<b>INTRODUCTION.....</b>	<b>8</b>
1.1	Document purpose.....	8
1.2	Target audience .....	8
1.3	Scope.....	8
1.4	Structure .....	8
1.5	Document Conventions .....	8
1.6	Reference documents .....	8
1.7	Abbreviations & acronyms.....	9
<b>2</b>	<b>CLIENT MACHINE REQUIREMENT .....</b>	<b>10</b>
2.1	Hardware .....	10
2.2	Software .....	10
<b>3</b>	<b>DISSEMINATION .....</b>	<b>11</b>
3.1	Home Page .....	11
3.2	Main Menu.....	12
3.3	Simple Search.....	12
3.3.1	Tax Type(s) search .....	14
3.3.2	Country(ies) search.....	15
3.3.3	Situation On search.....	16
3.3.4	Keyword search.....	16
3.3.5	Combine search criteria.....	17
3.3.6	Search result view .....	17
3.4	Advanced Search.....	19
3.4.1	Tax Type(s) search .....	20
3.4.2	Country(ies) search.....	21
3.4.3	Situation On search.....	21
3.4.4	Search additional fields .....	21
3.4.5	Search result view .....	24
3.5	VAT Search.....	27
3.5.1	Country(ies) search.....	27
3.5.2	From-To search .....	27
3.5.3	Category(ies) search .....	28
3.5.4	CN Code(s) search.....	30
3.5.5	CPA Code(s) search .....	31
3.5.6	Combine search criteria.....	31
3.5.7	Search result view .....	32
3.5.8	Export result .....	34
3.6	Public Notifications.....	35
3.6.1	Public notification subscription.....	35
3.6.2	Public notification management .....	40
3.6.3	Public notification annual renewal .....	41
3.6.4	Unsubscribe from public notification .....	42
3.7	Disclaimer .....	42
3.8	Web Services.....	43
3.9	Cookie Consent Request .....	43
3.10	Tax details .....	43

## List of tables

Table 1: Reference documents.....	8
Table 2: Abbreviations and acronyms.....	9
Table 3: Hardware Requirements.....	10
Table 4: Software Requirements.....	10

## List of figures

Figure 1: Public Interface: Home Page.....	11
Figure 2: Public Interface: Main menu.....	12
Figure 3: Public Interface: Search Tax (Simple).....	13
Figure 4: Public Interface: Search Tax (Simple) - Switch to Advanced Search confirmation.....	13
Figure 5: Public Interface: Search Tax (Simple) - Switch to Advanced Search confirmation 2.....	14
Figure 6: Public Interface: Tax Type list.....	15
Figure 7: Public Interface: Countries list.....	16
Figure 8: Public Interface: Date field.....	16
Figure 9: Public Interface: Keyword search.....	17
Figure 10: Public Interface: Search results page.....	18
Figure 11: Public Interface: Search results page with UK.....	18
Figure 12: Public Interface: Search available buttons.....	19
Figure 13: Public Interface: Advanced Search.....	19
Figure 14: Public Interface: Advanced Search - Tax Type list.....	20
Figure 15: Advanced Search: Additional search criteria.....	21
Figure 16: Category for which label has been change with introduction of new VAT form.....	21
Figure 17: Advanced Search: Field selection.....	22
Figure 18: Advanced Search: Search field section.....	23
Figure 19: Advanced Search: Additional search combination.....	23
Figure 20: Public Interface: Advanced Search results page.....	24
Figure 21 Alignment – Repeatable parts.....	24
Figure 22: Public Interface: Advanced Search results page including UK.....	25
Figure 23: Public Interface: Advanced Search available buttons.....	25
Figure 24: Public Interface: Advanced Search results page tooltip.....	26
Figure 25 Public Interface: Advanced Search results page tooltip for revenues.....	26
Figure 26 VAT Search – search form.....	27
Figure 27 From-To search criteria – VAT search form.....	28
Figure 28 From-to criteria – Tooltips.....	28
Figure 29 Category(ies) search criteria – VAT search form.....	29

Figure 30: Categories for which label has been changed.....	29
Figure 31: New categories introduced with legislation change.....	30
Figure 32: Categories that are removed are pertained.....	30
Figure 33 CN Code(s) search criteria – VAT search form.....	30
Figure 34 CPA Code(s) search criteria – VAT search form.....	31
Figure 35 VAT Search – Result view .....	32
Figure 36 VAT Search – Collapsible faucets with “Standard” and “Reduced” rates.....	33
Figure 37 Criteria Summary – VAT Search.....	33
Figure 38 Search rules – VAT Search.....	34
Figure 39: Public Interface: VAT Search results page with UK .....	34
Figure 40 VAT Search – Actions available.....	34
Figure 41: Public Notifications - New subscription – First step .....	35
Figure 42: Public Notifications - New subscription form .....	36
Figure 43 Add field – Notification creation form .....	37
Figure 44 Tooltip – VAT after 6 April 2022.....	38
Figure 45: Manage my notifications - Confirmation.....	40
Figure 46 : Manage my notification.....	40
Figure 47: Cookie Consent Confirmation Banner.....	43
Figure 48: Public Interface – Tax details example.....	43
Figure 49: Public Interface: Tax details page with UK.....	44
Figure 50: Public Interface – Tax Details switch button to national currency .....	44
Figure 51: Public Interface – Tax Details switch button to euro.....	44
Figure 52: Public Interface – Tax revenue tooltip conversion .....	45
Figure 53: Public Interface – Tax Details available actions on top.....	45

# 1 INTRODUCTION

## 1.1 DOCUMENT PURPOSE

The purpose of this document is to provide all the details, which enable public users to use the Taxes in Europe Database (TEDB) application.

## 1.2 TARGET AUDIENCE

The target audience for this document is the users of TEDB.

## 1.3 SCOPE

This document describes the way to work with the public interface (also called dissemination) of TEDB.

## 1.4 STRUCTURE

This document is organised as follows:

- **Chapter 1 – Introduction:** describes the scope and the objectives of the document;
- **Chapter 2 - Client Machine Requirement:** defines the technical requirements;
- **Chapter 3 - Dissemination:** presents the part of TEDB application that is accessible by public users.

## 1.5 DOCUMENT CONVENTIONS

Reference documents are shown in brackets [].

Application buttons and fields are surrounded by “”.

In the whole document, the screenshots present only simulated data.

## 1.6 REFERENCE DOCUMENTS

Ref.	Title	Reference	Version	Date
SSD	SSD-TEDB-VatRetrievalService	SSD-TEDB	1.10	02/06/2023

**Table 1: Reference documents**



## 1.7 ABBREVIATIONS & ACRONYMS

For a better understanding of the present document, the following table provides a list of the principal abbreviations and acronyms used.

See also the ‘list of acronyms’ on TEMPO.

<b>Abbreviation/Acronym</b>	<b>Definition</b>
CIT	Corporate Income Tax
CN	Combined Nomenclature
CPA	Classification of Products by Activity
DG TAXUD	Directorate General - Taxation and Customs Union
EU	European Union
N/A	Not Applicable
SOAP	Simple Object Access Protocol
TEDB	Taxes in Europe Database
UMN	User Manual
URL	Uniform Resource Locator
VAT	Value Added Tax
WSDL	Web Services Description Language

**Table 2: Abbreviations and acronyms**

## 2 CLIENT MACHINE REQUIREMENT

This section aims to provide detailed information to the users concerning the requirements for a proper usage of TEDB.

### 2.1 HARDWARE

The prerequisites for the hardware are described in Table 3.

Note that these are the minimum requirements for TEDB. The reference Web browsers may have higher requirements.

Hardware Requirements	
Processor	Intel Celeron 220 @ 1.20 GHz (or higher)
RAM	1GB
Hard disk free space	100MB (extra hard disk space could be necessary for the export of the reports)

**Table 3: Hardware Requirements**

### 2.2 SOFTWARE

The prerequisites for the software are described in Table 4.

Software Requirements	
Web Browser	Mozilla Firefox 31 (or higher); Microsoft Edge; Google Chrome.
JavaScript	JavaScript must be enabled in the Web Browser

**Table 4: Software Requirements**

### 3 DISSEMINATION

This section describes the way to use the public interface of TEDB that can be accessed through the following URL: [http://ec.europa.eu/taxation\\_customs/tedb/](http://ec.europa.eu/taxation_customs/tedb/) .

#### 3.1 HOME PAGE

The home page of the public interface of TEDB contains two parts:

- The one circled in orange in the below figure contains general information about TEDB. This text can be updated by an administrator. The figure here under is indicative only of the page layout;
- The one circled in green in the below figure contains a direct access to the search functionalities and the WSDL file for SOAP service related to the VAT search. When the users click on the link for the SOAP service, the WSDL opens in another tab of the web browser.

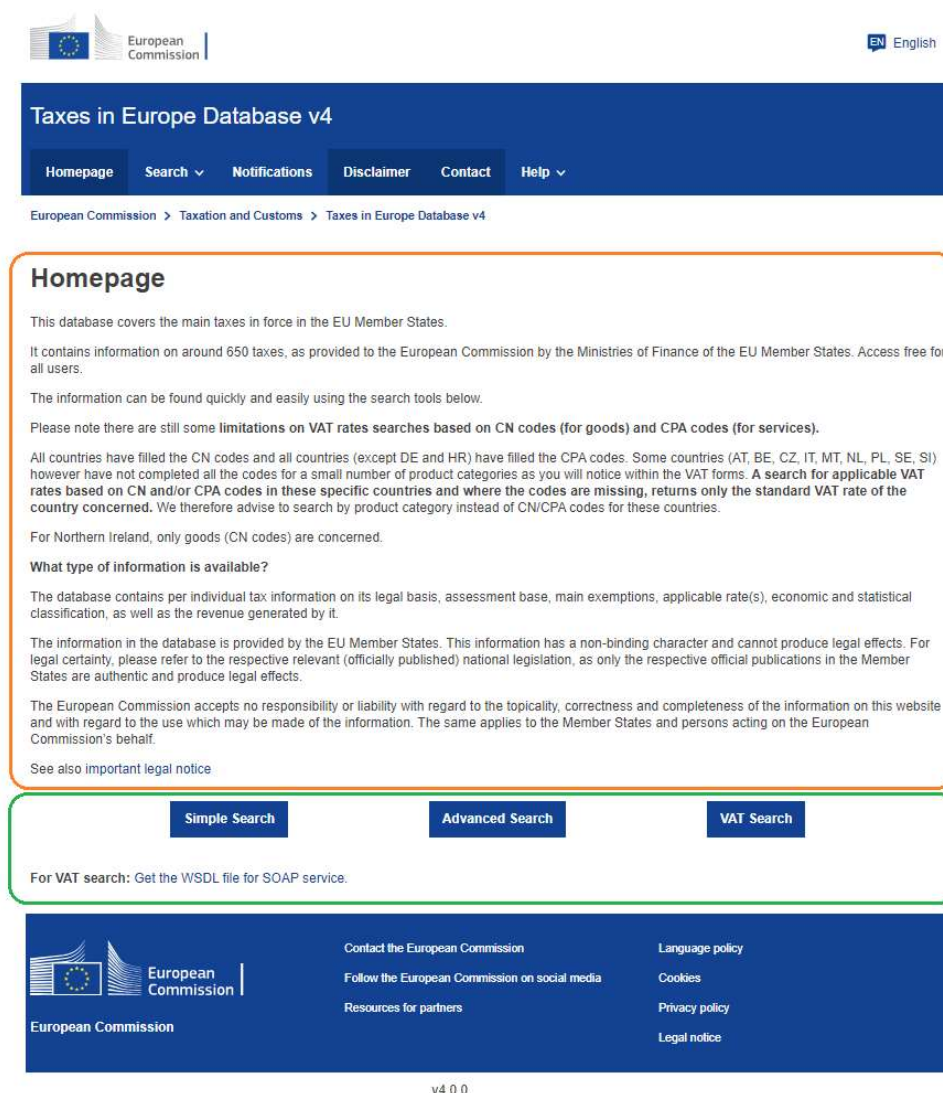
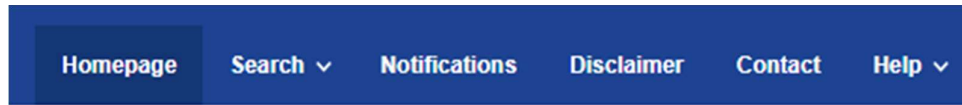


Figure 1: Public Interface: Home Page

### 3.2 MAIN MENU

The following main menu is displayed on the top part of the screen.



**Figure 2: Public Interface: Main menu**

From the main menu, the users can access the homepage, the search functionalities, subscribe to notifications and consult the disclaimer of TEDB. By hovering on the Search menu option, the simple search, the advanced search, and the VAT search functionalities are available to the users and by clicking on one of them will be redirected to relevant pages.

Furthermore, clicking on the contact will open a contact form in the user's default mail application with a pre-filled "To" email address.

The help menu includes submenus for "e-learning" and "User Manual" to easily access training materials and user manual. By clicking on the submenu, the user will be redirected to the relevant materials.

All the search criteria available in the Simple, Advanced and VAT search engines can be used as well in the SOAP web service.

### 3.3 SIMPLE SEARCH

The Figure 3 provides an overview of the simple tax search form, which is composed of 5 fields and 3 buttons.

## Search Tax (Simple)

Tax Type(s) \*

Country(ies) \*

Situation on ⓘ

All historical versions

No  Yes

Keyword(s) ⓘ

Switch to Advanced Search

Reset

Search

**Figure 3: Public Interface: Search Tax (Simple)**

The “Tax Type(s)” and “Country(ies)” fields are mandatory. The three other fields (“Situation on”, “All historical versions” and “Keyword(s)”) can be used individually or combined.

The “Search” button launches the search process.

The “Reset” button clears all fields to perform a new search.

The “Switch to Advanced Search” button redirect the users to the Advanced Search functionality, keeping already specified search criteria. Before the redirection occurs, a confirmation popup is displayed, asking the users to confirm the switch to Advanced Search.

### Switch to Advanced Search ✕

You are going to switch from the simple search to the advanced search within the Taxes in Europe Database.

Please note that the advanced search engine does not operate on taxes prior to 01/01/2016. Older tax forms are using a different format not suitable for the advanced search.

**Figure 4: Public Interface: Search Tax (Simple) - Switch to Advanced Search confirmation**

To be noticed: the Advanced Search only supports to search one single tax type and the keyword search is not supported. Consequently, in case multiple tax types are selected using the dedicated drop-down list, the above-mentioned confirmation popup asks the users to select one of the already chosen tax types. Moreover, in case a specific keyword has been provided to be considered during the simple search, the confirmation popup mentions that the keyword search is not supported by the Advanced Search.

**Switch to Advanced Search** ×

You are going to switch from the simple search to the advanced search within the Taxes in Europe Database.

The advanced search engine can operate only on one type of tax at once. Please select a type of tax to continue:

- Personal Income Tax
- Corporate Income Tax
- Other Direct
- Value Added Tax
- Alcoholic Beverages
- Energy products and electricity
- Manufactured Tobacco
- Other Indirect
- Employers
- Employees
- Self-employed

Please note that the advanced search engine does not operate on taxes prior to 01/01/2016. Older tax forms are using a different format not suitable for the advanced search.

**Figure 5: Public Interface: Search Tax (Simple) - Switch to Advanced Search confirmation 2**

**Note:** The switch from the simple search to the advanced search is possible but the opposite action cannot be performed: the users are not able to switch back to the simple search.

### 3.3.1 Tax Type(s) search

This field is a selectable list of tax types with grouped options.

The Available tax types are the following ones, grouped this way and in the following order:

- Direct taxes
  - Personal Income Tax;
  - Corporate Income Tax;
  - Other Direct.
- Indirect taxes
  - Value Added Tax;
  - Alcoholic Beverages;
  - Energy products and electricity;

- Manufactured Tobacco;
- Other Indirect.
- Social security contribution
  - Employers;
  - Employees;
  - Self-employed.

One or several tax type(s) can be selected using the checkboxes. Click on the “Search” button to trigger the search process.

**Figure 6: Public Interface: Tax Type list**

### 3.3.2 Country(ies) search

Like the Tax Type(s) field, this field is a selectable list. It allows the users to target specific Country(ies) as originator(s) of the tax(es).

One or several Country(ies) can be selected using the checkboxes. Click on the “Search” button to trigger the search process.

**Figure 7: Public Interface: Countries list**

### 3.3.3 Situation On search

This field is a date field.

The search is performed on the “Situation on” field of the taxes and selects the taxes having a “Situation on” before the selected date.

**Figure 8: Public Interface: Date field**

By default, only the latest published versions are retrieved. When setting the “All historical versions” radio buttons to “Yes”, all the taxes up to the “Situation On” date are retrieved (or all the taxes if “Situation On” field is empty).

### 3.3.4 Keyword search

A keyword search across all the textual fields in the tax forms is available. Note that the keywords are not case sensitive and can be combined with the following operators: AND (&), OR (|), NOT (~).

For example, the request “Tax & Tobacco” searches across all the textual fields of all taxes. Only the tax forms that comply with both terms “Tax” and “Tobacco” are returned.



Keyword(s) 

**Figure 9: Public Interface: Keyword search**

### 3.3.5 Combine search criteria

The five fields can be combined with one another. This is useful to refine a simple search to reduce the result and easily find the desired tax.

The combination is performed with a logical "AND" operator between the fields.

For instance, if the users perform a search with the following criteria:

- Tax Type(s): Alcoholic Beverages, Other Direct;
- Country(ies): AT – Austria, BE - Belgium;
- Situation on: 2020/09/25;
- All historical versions: Yes

The generated query has the following semantics:

Search all taxes

( Having a type of tax sets to Alcoholic Beverages

OR Having a type of tax sets to Other direct )

AND

( Having Austria as country originator

OR Having Belgium as country originator )

AND

having a situation on date <= 2020/09/25

### 3.3.6 Search result view

After clicking on the “Search” button, the search result page is displayed.

Documents found: 31

[New Search](#) [Refine Search](#)

Type	Country	Name	Last Saved On	Situation on
Value Added Tax	HR - Croatia	<a href="#">Value added tax</a>	2022/03/31	2022/04/01
Value Added Tax	AT - Austria	<a href="#">Turnover tax - value-added tax</a>	2022/01/21	2022/01/01
Value Added Tax	BE - Belgium	<a href="#">Value added tax</a>	2022/02/04	2022/01/01
Value Added Tax	BG - Bulgaria	<a href="#">Value-added tax</a>	2022/01/12	2022/01/01
Value Added Tax	CZ - Czechia	<a href="#">Value Added Tax</a>	2022/01/04	2022/01/01
Value Added Tax	DE - Germany	<a href="#">Import turnover tax</a>	2021/12/21	2022/01/01
Value Added Tax	DE - Germany	<a href="#">Value-added tax</a>	2021/12/21	2022/01/01
Value Added Tax	EE - Estonia	<a href="#">Value added tax</a>	2021/12/28	2022/01/01
Value Added Tax	EL - Greece	<a href="#">Value Added Tax</a>	2022/02/02	2022/01/01
Value Added Tax	ES - Spain	<a href="#">Value-Added Tax</a>	2022/03/08	2022/01/01

1 2 3 4 Next >

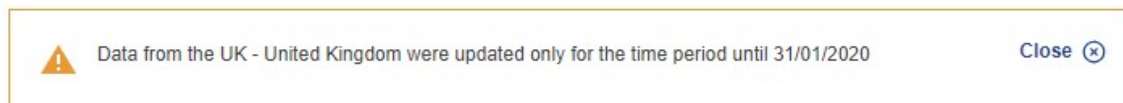
**Figure 10: Public Interface: Search results page**

As a result, the retrieved taxes appear in a list. Only the latest versions of the taxes are retrieved by default, unless the “All historical versions” is requested. The users can choose the number of taxes to be displayed per page. This can be configured in the selection box above the table.

The result list shows:

- The number of taxes found;
- The tax type;
- The Country;
- The tax name;
- The last saved date;
- The situation on date.

Note that taxes created using older templates with version dates prior to 01/01/2016, also known as legacy taxes, will only be retrieved if an "all historical search" is performed. Further, when the users select the United Kingdom (UK), a warning is added to the view to inform the users about the validity of data.



**Figure 11: Public Interface: Search results page with UK**

### 3.3.6.1 Available actions

Two buttons are available at the top of the result page:

- “New Search” button redirect the users to the simple tax search page to allow a new search. In that case, all fields are empty;
- “Refine Search” button redirect the users to the simple tax search page to refine his search. In that case, filled fields of the previous search are preserved.



Figure 12: Public Interface: Search available buttons

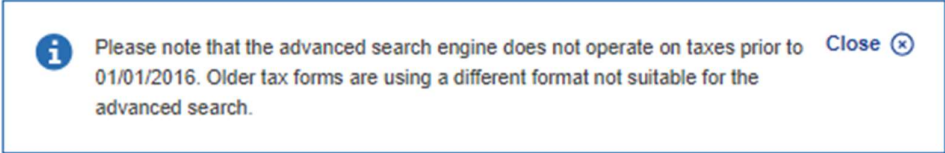
3.3.6.2 Tax details

To view the details of a tax retrieved by the search process, the users can click on the corresponding row in the result table. The users are then redirected to the detailed view of the selected tax in the appropriate format (see section 3.10).

3.4 ADVANCED SEARCH

The Figure 13 provides an overview of the advanced search form. The latter is composed of 3 sections:

- The information message “Please note that the advanced search engine does not operate on taxes prior to 01/01/2016. Older tax forms are using a different format not suitable for the advanced search.”;
- Advanced Search section which enables search fields for the same fields as in the simple search, except the keyword search:
  - Tax Type(s);
  - Country(ies);
  - Situation on;
  - All historical versions.
- Search fields section allowing the users to add and define new search fields with a various choice of criteria.



Advanced Search

Tax Type(s) \*

Country(ies) \*

Situation on ⓘ

All historical versions

No  Yes

Reset Search

Figure 13: Public Interface: Advanced Search

The “Search” button launches the search process.

The “Reset” button clears all fields to perform a new search.

**Note:** The Tax Type(s) and Country(ies) fields are mandatory.

### 3.4.1 Tax Type(s) search

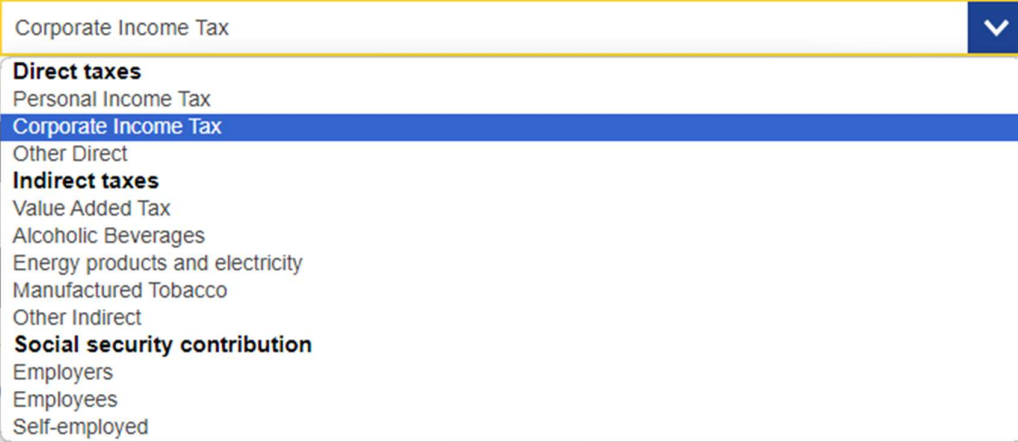
This field is a selectable list of tax types with grouped options.

The Available tax types are the following ones, grouped this way and in the following order:

- Direct taxes
  - Personal Income Tax;
  - Corporate Income Tax;
  - Other Direct.
- Indirect taxes
  - Value Added Tax;
  - Alcoholic Beverages;
  - Energy Products and Electricity;
  - Manufactured Tobacco;
  - Other Indirect.
- Social security contribution
  - Employers;
  - Employees;
  - Self-employed.

Selecting one (and only one) tax type enables the additional search criteria and additional search result fields parts.

**Tax Type(s) \***



Corporate Income Tax

**Direct taxes**

Personal Income Tax

Corporate Income Tax

Other Direct

**Indirect taxes**

Value Added Tax

Alcoholic Beverages

Energy products and electricity

Manufactured Tobacco

Other Indirect

**Social security contribution**

Employers

Employees

Self-employed

**Figure 14: Public Interface: Advanced Search - Tax Type list**

### 3.4.2 Country(ies) search

The selection of the target Country(ies) is like the Country(ies) search of the Simple Search functionality described in section 3.3.2. Note that this field is mandatory.

### 3.4.3 Situation On search

This date search is like the Simple Search functionality described in section 3.3.3.

### 3.4.4 Search additional fields

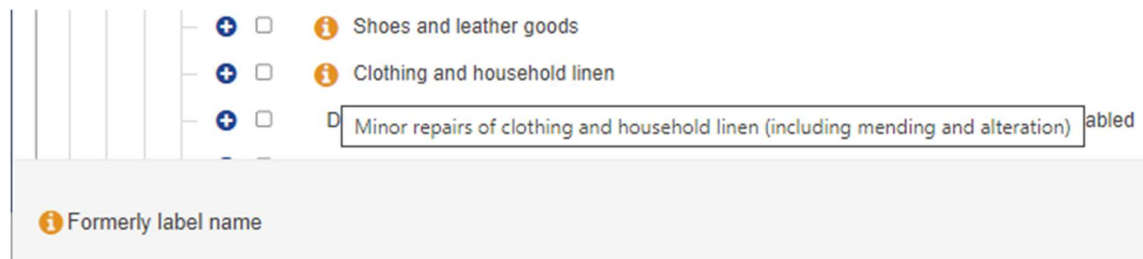
In addition to the simple search criteria defined in section 3.3.5, the users are able add up to 60 additional search fields on any public field belonging to the previously selected tax type. The button “Add field” allows the addition of new advanced search criteria. As soon as the new search fields are selected, they are automatically added in the Additional search screen as depicted in Figure 15.



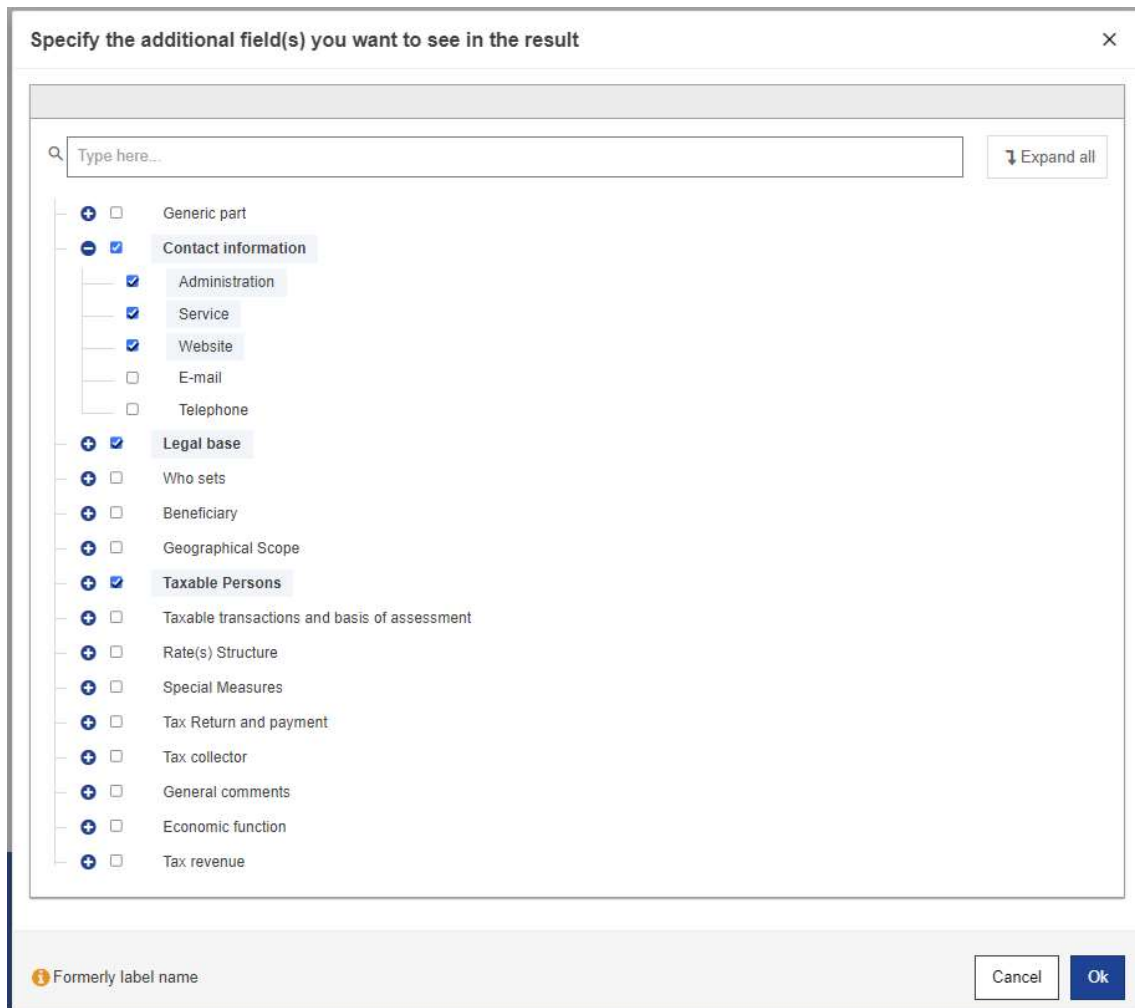
**Figure 15: Advanced Search: Additional search criteria**

When clicking on “Add field” button, a popup opens (see Figure 17) allowing the users to select the fields that will be displayed in the results. In this popup, the users are able to navigate through the fields and sections available for the previously selected tax type.

In the advanced search, if additional search fields are added for VAT or CIT type and a category's name has been changed, the old name of the category will be displayed when users hover over the (i) icon.



**Figure 16: Category for which label has been change with introduction of new VAT form.**



**Figure 17: Advanced Search: Field selection**

Several browsing facilities are available to navigate through the fields and select the desired ones:

- A drill-down approach allows the users to access any field by first choosing then expanding the sections and continuing in that way until any discrete field. By default, all the sections are collapsed;
- A text search functionality allows the users to filter the list based on the name (or part of the name) of the field. As soon as the users enter any character in the search box, the list is automatically refreshed;
- The users are able to select all the fields within one section (if the total number of fields is below the selection limit);
- Already selected fields are displayed with tick box selected and not editable;
- A warning message “*The maximum number of criteria (including sub-fields) is already reached. The maximum number is 60.*” inform the users when the limit is reached. This message is displayed both on top of the popup and under the “Search fields” sub-title.

When the desired fields are selected in the pop-up, the users can confirm its action by clicking on “Ok” or cancel the action either by closing the popup or by clicking on the “Cancel” button.

Once selected, the list of tax fields is displayed within the “Search fields” section.

## Search fields ⓘ



Combine criteria with

Any of  All of

— Additional fields:



---

Generic part  
*Generic Tax Name*

Enable filter  

---

Generic part  
*Tax name in the national language*

Enable filter  

---

Add field +

Reset Search

**Figure 18: Advanced Search: Search field section**

For each selected tax field, the structure has the following fields:

- A tax field name;
- An “Enable filter” button to enable/disable the field filter. If the filter is enabled:
  - An operator related to the type of the tax field (e.g. Equals, Greater, Contains);
  - A value related to the type of the tax field (e.g. Central authority, a rate, an amount, a string keyword);
- A “+” button to add several times the same selected field. In this case, the field is displayed only once in the advance search results;
- A “-“ button to remove the selected field from the advance search criteria.

When the limit is reached, all “+” buttons are disabled.

The different filters can be combined in two ways according to the value of the field “Combine criteria with”:

- “All of”: all the conditions must be fulfilled in order to display a tax form in the search result;
- “Any of”: at least one condition must be fulfilled in order to display a tax form in the search result.

Combine criteria with

Any of  All of

**Figure 19: Advanced Search: Additional search combination**

### 3.4.5 Search result view

After clicking on the “Search” button, the advanced search result page is displayed. When the users search for VAT rates using additional CN/CPA code(s) and a country that has not yet provided them, then a popup is first displayed to inform the users that their search may be incomplete or incorrect. The message contains the selected countries that have not yet provided all relevant CN/CPA codes and the contact email address of each of them.



**Figure 20: Public Interface: Advanced Search results page**

As a result, the retrieved taxes appear in a collapsible panel for each country(ies). Only the latest versions of the taxes are retrieved by default, unless “All historical versions” are requested.

Filtering the result of the search is allowed through various applicable parameters displayed on the left side of screen.

Tooltips on both the header and the cell contents provide the full value together with its parent sections (see section 3.4.5.3).

If a data field containing an amount in a national currency other than euro, was added to the advanced search results, this amount “is” automatically converted to euro, provided that an exchange rate for the national currency is available. In the case of tax revenue, a tooltip shows the conversion rate used.

Note: the so-called legacy taxes (using older templates, with version dates prior to 01/01/2016) will not be considered by the search tool.

For repeatable part, the empty values are represented by a “-“ to maintain the alignment (see Figure below for the alignment within repeatable parts).



**Figure 21 Alignment – Repeatable parts**



Finally, when the users choose the United Kingdom (UK), a warning informs the users about the validity of data.

Country(ies) \*

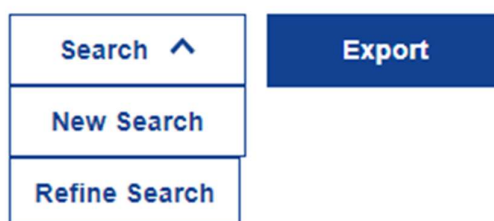
Data from the UK - United Kingdom were updated only for the time period until 31/01/2020

**Figure 22: Public Interface: Advanced Search results page including UK**

### 3.4.5.1 Available actions

Three buttons are available at the top of the page:

- “New Search” button redirects the users to the advanced search page to allow a new search. In that case, all fields are empty;
- “Refine Search” button redirects the users to the advanced search page to refine his search. In that case, filled in fields of the previous search are preserved;
- “Export Result” button exports the search result in a Microsoft Excel compatible document. If the tax revenues field is part of the selected fields, there is one row per tax revenue in the Microsoft Excel document (and other columns values are repeated). The tooltip shown on the screen will be present as a comment in the exported file;



**Figure 23: Public Interface: Advanced Search available buttons**

### 3.4.5.2 Tax details

To view the details of a tax retrieved by the search process, the users are able click on name in the result of the search. The users are then redirected to the detailed view of the selected tax in the appropriate format (see section 3.10).

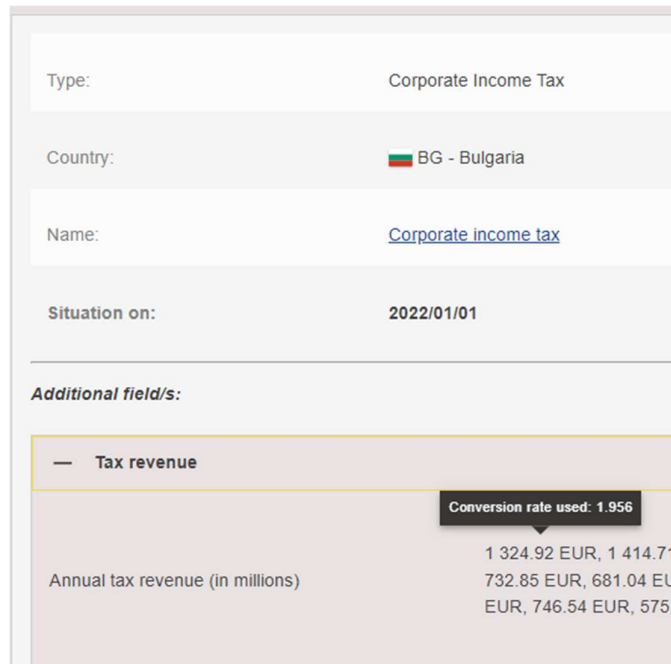
### 3.4.5.3 Additional column tooltips

When hovering the header or the cell of an additional field, a tooltip is displayed with the entire field name and hierarchy. For products having an associated EPC code, the latter is appended to the tooltip content as depicted in Figure 24.



**Figure 24: Public Interface: Advanced Search results page tooltip**

If the Advanced search result shows the tax revenues, a specific tooltip exists for each revenue. This tooltip shows the conversion rate used during the conversion from national currency to euro currency. This tooltip is not shown if there is no conversion.



**Figure 25 Public Interface: Advanced Search results page tooltip for revenues**

### 3.5 VAT SEARCH

The figure below provides an overview of the VAT Search form which is composed of 6 search criteria and 2 buttons.

**VAT Search**

Country(ies) \*

Select Here

From ⓘ YYYY/MM/DD

To ⓘ \* 2023/10/26

Category(ies)

Select Here

CN Code(s)

CPA Code(s)

Reset Search

**Figure 26 VAT Search – search form**

The “Country(ies)” and the “To” fields are mandatory. The other fields (“From”, “Category(ies)”, “CN Code(s)” and “CPA Code(s)”) are optional and can be used individually or combined.

The “Search” button launches the search process.

The “Reset” button clears all fields to perform a new search.

#### 3.5.1 Country(ies) search

The selection of the target Country(ies) is like the Country(ies) search of the Simple Search functionality described in section 3.3.2. Note that this field is mandatory.

#### 3.5.2 From-To search

The “From” and “To” fields are date fields defining a search period:

- the “From” date, if filled, must be before the “To” date;
- the “To” date is mandatory and filled by default with today’s date.

The search is carried out on the "Situation on" field of the VAT form and returns the taxes with a validity period corresponding to the search period. If "From" is left empty, the search returns the latest VAT whose "Situation at" is prior to or equal to the "To" date.

## VAT Search

Country(ies) \*

Select Here



From ⓘ

YYYY/MM/DD



To ⓘ \*

2023/10/26



Figure 27 From-To search criteria – VAT search form

Must be before "To" date. If left empty, search will return the rates of the latest tax having its "Situation on" before or equal to the "To" date

From ⓘ

YYYY/MM/DD



To ⓘ

202

Must be after "From" date. Filling a date range allows you to see the rates whose period of validity overlaps the specified period. If "From" is left empty, search will return the rates of the latest tax having its "Situation on" before or equal to the "To" date

From ⓘ

YYYY/MM/DD



To ⓘ \*

2023/10/26



Figure 28 From-to criteria – Tooltips

### 3.5.3 Category(ies) search

This field allow the users to select the category(ies) of the VAT tax(es) they want to consult.

This field is a selectable list. Users can select one or multiple categories including the option to select all of them.

## VAT Search

Country(ies) \*

From ⓘ

To ⓘ \*

Category(ies)

  
  
Select all  
 100\_YEARS\_OLD - Goods, other than works of art or collector's items, which are more than 100 years old (CN code 9706 00 00)  
 ACCESSIBILITY\_SERVICES - Services pursuant to contracts for works directly aimed at overcoming or removing architectural barriers  
 ACCOMMODATION - Accommodation provided in hotels and similar establishments, including the provision of holiday accommodation and the letting of places on camping or caravan sites

**Figure 29 Category(ies) search criteria – VAT search form**

Due to the changes in the legislation, the structure of categories in VAT form was changed.

The change affects sections of Taxable transactions, the basis of assessment and Rate(s) Structure so that specific categories and rate types are either modified, created as new, or removed.

For those categories for which the label has been changed, the new name and the old one will appear as New Name + (Formerly restricted to: old Name).

Category(ies)

  
  
Select all  
 BROADCASTING\_SERVICES - Reception of radio and television broadcasting services and webcasting of such programmes provided by a media service provider; internet access services provided as part of digitalisation policy, defined by Member States ( Formerly restricted to: Reception of radio and television broadcasting services )  
 CANTEEN\_FOOD\_SUPPLY - Supply of food and drink in company and inter-company staff canteens, canteens of schools and food pantries  
 CARE\_SERVICES\_DEPENDENT - Telecare services, home help, day and night center and residential care, for people in situations of dependency

**Figure 30: Categories for which label has been changed.**

For those categories that are added as new, they are added to the selection list.

**Category(ies)**

Select Here ▼

Search

Select all

BODY\_CARE\_SERVICES - Certain services consisting of the care of the human body

BOOKS - Books

**Figure 31: New categories introduced with legislation change.**

Categories that were removed will remain in the list of categories to allow the search of historical data.

**Category(ies)**

Select Here ▼

Search

Select all

SPORTING\_FACILITIES - Use of sporting facilities

**Figure 32: Categories that are removed are pertained.**

### 3.5.4 CN Code(s) search

This field allows the users to select several CN Code(s) of the VAT they want to consult.

This field is an auto-complete multi-select list. It allows the users to select one or several CN Code(s) using a search field with auto-complete result.

**VAT Search**

**Country(ies) \***

Select Here ▼

**From** ? **To** ? \*

YYYY/MM/DD 📅 2023/10/26 📅

**Category(ies)**

Select Here ▼

**CN Code(s)**

03 ×

03 - CHAPTER 3 - FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEB...

0301 - Live fish

**Figure 33 CN Code(s) search criteria – VAT search form**

### 3.5.5 CPA Code(s) search

This field allows the users to select several CPA Code(s) of the VAT tax(es) they wants to consult.

This field is an auto-complete multi-select list. It allows the users to select one or several CPA Code(s) using a search field with auto-complete result.

The screenshot shows a form titled "VAT Search" with the following fields:

- Country(ies) \***: A dropdown menu with "Select Here" and a downward arrow.
- From ⓘ**: A date input field with the placeholder "YYYY/MM/DD" and a calendar icon.
- To ⓘ \***: A date input field with the value "2023/10/26" and a calendar icon.
- Category(ies)**: A dropdown menu with "Select Here" and a downward arrow.
- CN Code(s)**: An empty text input field.
- CPA Code(s)**: A multi-select search field containing "02". Below the input, a list of suggestions is visible:
  - 02 - Products of forestry, logging and related services
  - 02.1 - Forest trees and nursery services

**Figure 34 CPA Code(s) search criteria – VAT search form**

### 3.5.6 Combine search criteria

The six fields can be combined with each other. This is useful to refine a VAT search to reduce the number of result and easily find the desired VAT.

The combination is performed with a logical "AND" operator between the fields.

For example, if the users performs a search with the following criteria:

- Country(ies): AT – Austria, BE - Belgium;
- From: 2018/01/01;
- To: 2021/01/01;
- Category(ies): FOODSTUFFS;
- CN Code(s): 03 – CHAPTER 3;
- CPA Code(s): 02 – Products of forestry.

The generated query has the following semantics:

Search all VAT form

(Having Austria as country originator

OR Having Belgium as country originator)

AND ((having a situation on date >= 2018/01/01 AND a situation on date <= 2021/01/01) OR (having a situation on date <= 2018/01/01 AND the VAT tax is still in force))

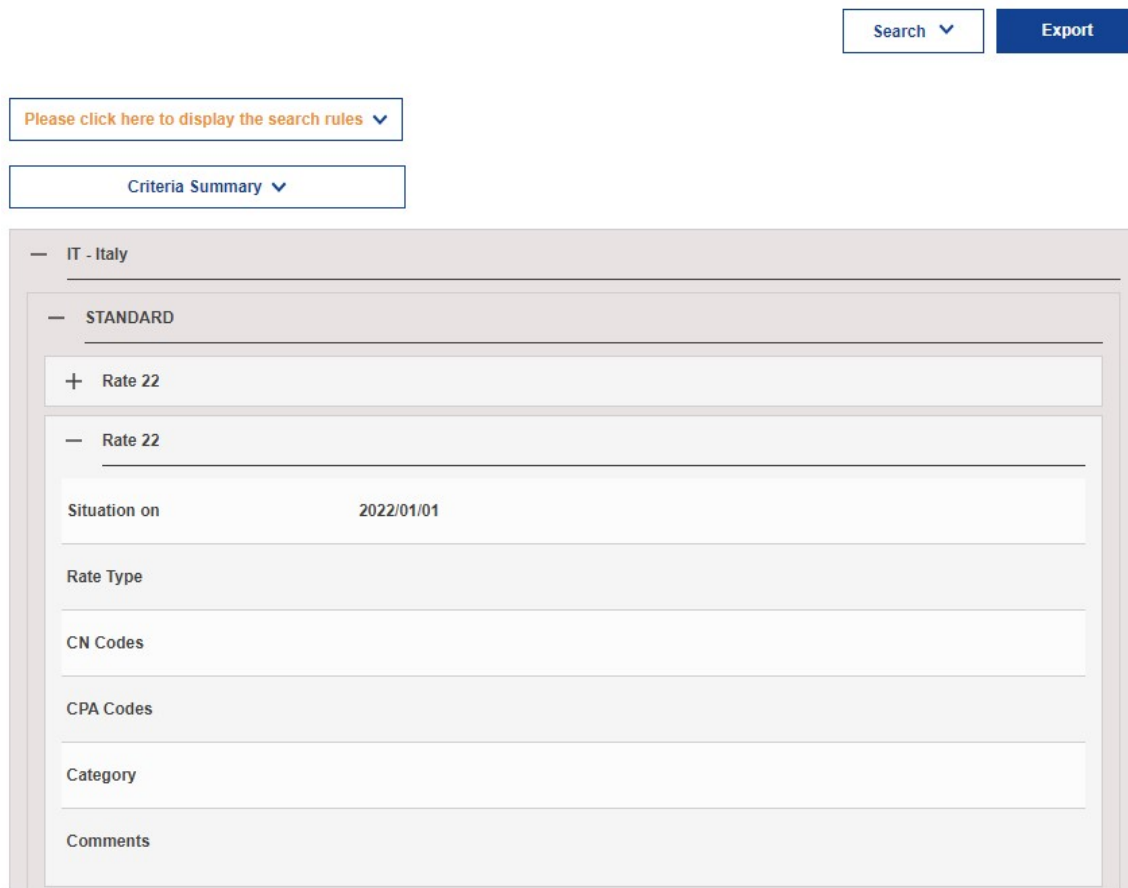
AND having a Category = FOODSTUFFS

AND having a CN Code = 03

AND having a CPA Code = 02.

### 3.5.7 Search result view

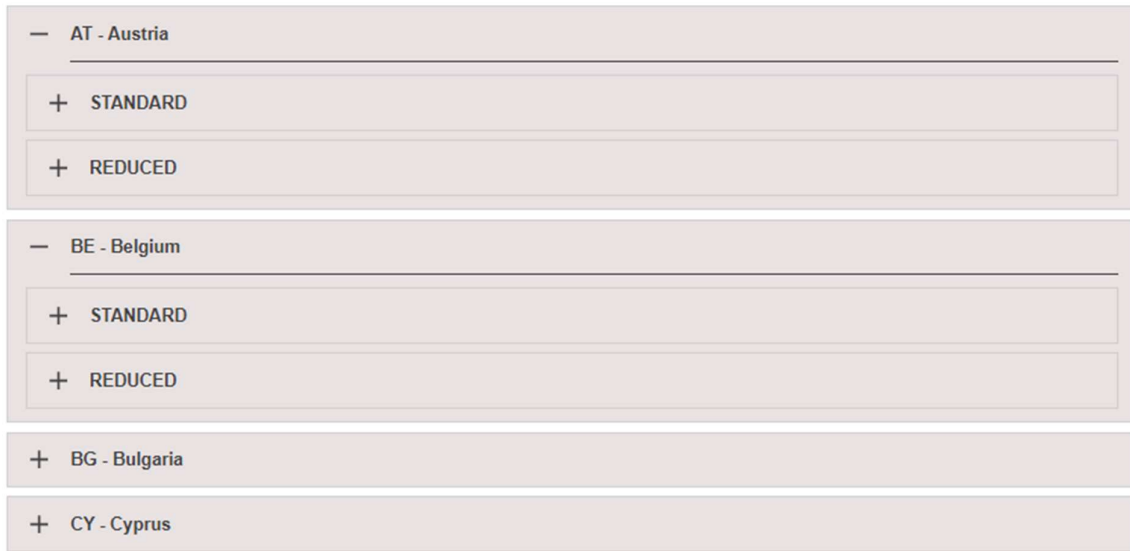
After clicking on the “Search” button, the search result page is displayed. When CN/CPA code(s) are used and if a country selected has not yet provided them, a popup is displayed to inform the users that the search may be incomplete or incorrect. The message contains the selected countries that have not yet provided all relevant CN/CPA codes and the contact email address of each of them.



**Figure 35 VAT Search – Result view**

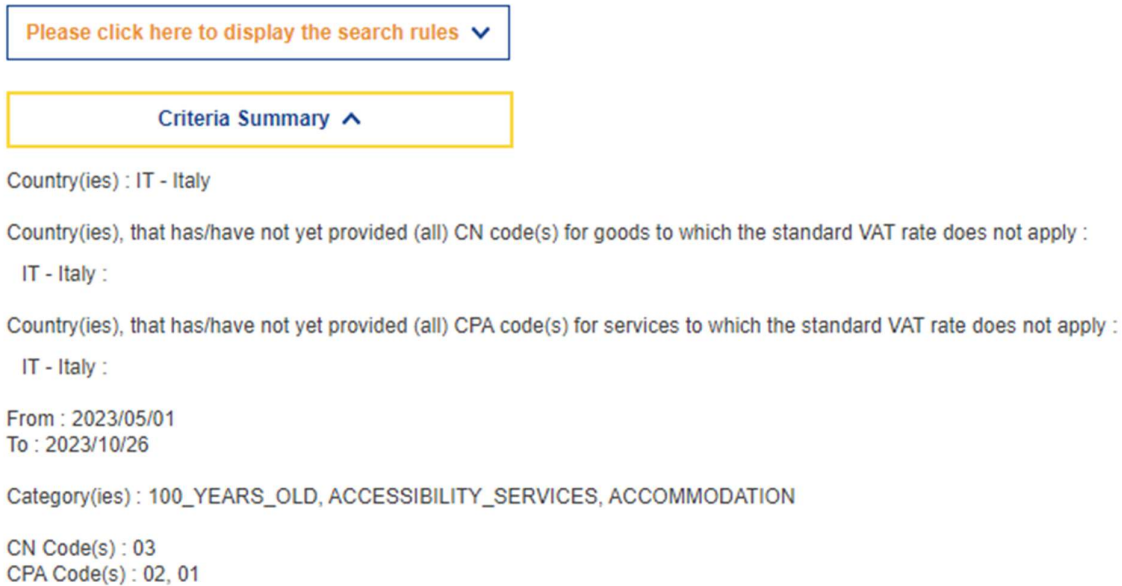
As a result, the retrieved VAT appear in a collapsible faucets split per country(ies). Each of the faucet contains “Standard” and “Reduced” sections.





**Figure 36 VAT Search – Collapsible faucets with “Standard” and “Reduced” rates**

As additional information, when the users click on “Criteria Summary” on top of the result area, the information related to the VAT search criteria are displayed. If the users have selected a country that has not yet provided all the relevant CN and/or CPA codes, this detail is also shown in this section as described in the figure below.



**Figure 37 Criteria Summary – VAT Search**

When the users click on “Please click here to display the search rule” on top of the result area, the search rules related to the CN/CPA code algorithm applied within the VAT search engine is described.

[Please click here to display the search rules](#) ^

The search results corresponding to the criteria are available hereunder.

Please note that the VAT rates displayed correspond to the rates applicable in the different selected Countries today (default), or at the given date.

When searching for a CN and/or CPA code, the matching associated code is **highlighted in bold and in orange**.

In addition, beyond the exact match, all relevant rates (parent and children codes) are returned as well for information.

Moreover, note that by default and for information, the search result returns also the standard rate in the respective Country, plus reduced rate(s) for specific regions in that respective Country (where applicable), as these rates are by default applicable for all categories, CN codes and CPA codes.

Although CPA codes apply to both goods and services, only services related CPA codes will be filled, while CN codes are used to identify the goods.

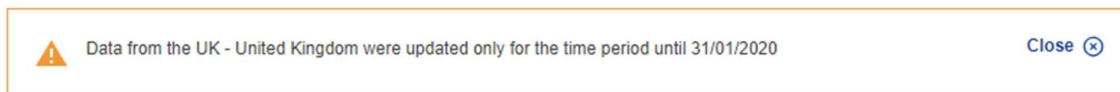
When a CN and/or CPA code is associated to a rate, it implies that the rate applies on all underlying codes.

When hovering over a code, the description of the code is displayed. Besides, when hovering over a **bold code in orange**, the matching criteria and associated description are also displayed.

The most specific rate is applicable. Please, also consider the textual comment, if any.

### Figure 38 Search rules – VAT Search

Finally, when the users select the United Kingdom (UK), a warning is added to the view to inform the users about the validity of data.



[Please click here to display the search rules](#) v

Criteria Summary v

Figure 39: Public Interface: VAT Search results page with UK

### 3.5.8 Export result

As seen in Figure 35, the following actions are available on the VAT Search result page:

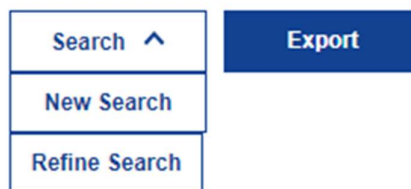


Figure 40 VAT Search – Actions available

The actions are the following:

- “New Search” button allows the users to roll-back to the VAT Search page with empty search criteria;
- “Refine Search” button allows the users to roll-back to the VAT Search page by keeping the search criteria associated to the previous research.

The results of the VAT search can be exported in Microsoft Excel format by clicking on Export result.

This Microsoft Excel file contains the two following sheets:

- **Parameters:** this excel sheet displays the following parameters of the VAT Search:
  - “Country(ies)” referring to the search criteria mentioned in section 3.5.1;

- “Situation On” referring to the search criteria mentioned in section 3.5.2;
- “Categories” referring to the search criteria mentioned in section 3.5.3;
- “CN Codes” referring to the search criteria mentioned in section 3.5.4;
- “CPA Codes” referring to the search criteria mentioned in section 3.5.5.
- **Results:** this excel sheet displays the following information regarding the results of the exported VAT search:
  - Country;
  - Type;
  - Rate;
  - Rate type;
  - CN Code;
  - CN Code Description;
  - CPA Code;
  - CPA Code Description;
  - Category;
  - Comments.

## 3.6 PUBLIC NOTIFICATIONS

The public interface of the TEDB offers a notification feature.

### 3.6.1 Public notification subscription

The users click on the “New subscription” item in the left menu of the TEDB public website.

TEDB displays the “New subscription” screen. The first step in the subscription creation is choosing the Tax type and clicking on the button “Select” to confirm selection.

The screenshot shows a web form titled "New subscription". At the top left is a button labeled "Show explanation" with a downward arrow. Below it is the label "Tax type \*". A dropdown menu is open, showing "Personal Income Tax" as the selected option. To the right of the dropdown is a blue button labeled "Select".

**Figure 41: Public Notifications - New subscription – First step**

After selecting the tax type, the subscription form is displayed in edition mode (fields are editable), allowing the users to define a new public notification for Tax Updates.

**Tax type \***

Personal Income Tax

**Email ⓘ \***

**First Name \***

**Last Name \***

**Frequency ⓘ \***

**Expiration date ⓘ**

2023/10/29

By completing this form, I agree with the storage and processing of my data by this website in accordance with following specific [privacy statement](#) and to be notified by TEDB by email. I can change the subscription or unsubscribe at any time by clicking the links provided in these emails.

Part(s) of the form(s) to be monitored

Add field +

Reset Save

**Figure 42: Public Notifications - New subscription form**

The users fill in the form. The expiration date is filled by TEDB as the current date + 1 year. It is displayed in read-only mode so that the users are informed of the expiration date but cannot change it. By default, the GDPR checkbox is not ticked.

The “Part(s) of the form(s) to be monitored” field consists of selecting at least one field under the tax type selected which will be impacted by the notification mechanism. To add a part of the form to be monitored, the users have to click on the “Add field +” button on the right bottom corner of the Manage Notification page.

Once the users click on the “Add field +” button, the following pop-up appears.

**Figure 43 Add field – Notification creation form**

The users can abort the creation by clicking the “Cancel” button and be redirected to the home page.

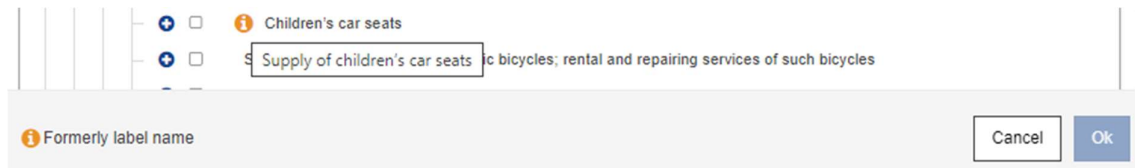
This pop-up allows the users to select the field(s), which will be impacted by the notification. As an example, if the users select the Tax Type “Value Added Tax” and select only the field “Generic part”, then a notification will be sent if and only if one of the two following events occurs:

- A new VAT form is created (it means that a new Generic part is created as well);
- The “Generic part” of an existing VAT is updated.

This pop-up allows the users to search for a given field by using the search engine on the top of this pop-up. If the users select a field which has subfields, then all the subfields are automatically selected. Once the users have selected the fields to monitor during the notification process, they clicks on the “Ok” button.

In the case of VAT, following the changes in the VAT directive applicable since April 6th 2022, categories whose names have changed are displayed with the tooltip icon *“Formerly label name:”*. Hovering with the mouse over the tooltip icon will reveal the previous name of the specific category.

The same principle applies to CIT categories. Hovering over the category with mouse reveals its previous name.



**Figure 44 Tooltip – VAT after 6 April 2022**

The users save the notification by clicking on the “Save” button. The save action is possible only if the users have provided mandatory fields and ticked the GDPR checkbox. Once the users click on the “Save” button, the system:

- displays the following message on top of the screen: *“Your registration request is registered. You will receive an email asking you to confirm this registration.”*;
- sends an email to the email address provided to confirm (or decline) the subscription (clickable links provided in the email);
- returns the user back to the first step of notification subscription (see Figure 41).

Note: if the user chooses to be notified on changes related to VAT rates using CN/CPA codes as filter, the user will be first informed that the subscription may be incomplete or incorrect if there are countries that did not yet provided all relevant CN/CPA codes.

The user receives the email sent by the system (see section 3.6.1.1).

If the users click on the link to confirm they subscription request, they are redirected to the “Manage my notifications” page displaying the new notification to which they subscribed, with a message on top of the screen *“Your subscription is valid. You can manage it from this page.”* (see section 3.6.1.3). The subscription is validated, and the user starts receiving notification emails from TEDB (see section 3.6.1.2). From there, if the users:

- click again on the link to confirm the subscription, they are also redirected to the “Manage my notifications” page with the same message displayed;
- clicks on the link to decline the subscription after they click on the link to confirm the subscription, they are also redirected to the “Manage my notifications” page but the following message is displayed *“Your subscription was previously confirmed and is valid. You can manage it from this page.”*.

If the users click on the link to decline the subscription request, they are redirected to the “Manage my notifications” page which is empty with a message on top of the screen *“Your subscription is cancelled.”*. The subscription is deleted from the database. After this action, the user’s private information is not present anymore in the database. From there, if the users:

- clicks again on the link to decline the subscription, they are also redirected to the “Manage my notifications” page with the same message displayed;
- clicks on the link to confirm the subscription after they click on the link to decline the subscription, they are also redirected to the “Manage my notifications” page but the following message is displayed *“Your subscription was previously cancelled.”*.

If the users do not reply within 24 hours, the subscription request is automatically deleted.

### 3.6.1.1 Confirmation email

Here is an example of the email sent by TEDB to validate the notification subscription:

*Dear <FirstName> <LastName>,*

*You have signed up to receive notifications about updates or changes to the Taxes in Europe Database (TEDB).*

*Please confirm by clicking on the "I approve" following link that you are the person who made this request.*

*In case of you are not the person who made the request, please click on the "I decline" link.*

*Please note that without any action from your side in the coming 24 hours, this subscription request will be automatically deleted.*

*"I approve"*

*"I decline"*

*To consult our specific privacy statement, please follow [this link](#).*

*In case of questions, please contact [TEDB@ec.europa.eu](mailto:TEDB@ec.europa.eu).*

The *confirmation link* and *decline link* are automatically generated by TEDB in the email above and use a token that makes them specific for each user to guarantee the ownership of the actions.

### **3.6.1.2 Weekly/Monthly notification email**

When the user has successfully subscribed to TEDB notifications, they receive a monthly/weekly email with the updates on the selected taxes, and a link to access the notification management page (see section 3.6.2) from where the user can also unsubscribe from subscriptions (see section 3.6.4).

Here is an example of the email that will be sent:

*Dear <FirstName> <LastName>,*

*You have signed up to receive notifications about updates or changes to the Taxes in Europe Database (TEDB).*

*The following taxes have been published lately:*

- *Tax 1 (link)*
- *Tax 2 (link)*

*You can click on a tax name to display the tax form.*

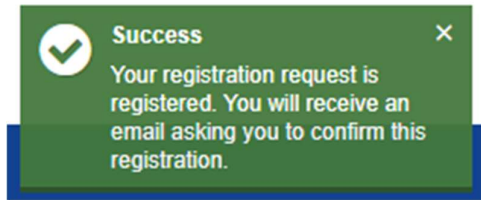
*To manage your notifications or unsubscribe, please follow [this link](#).*

*To consult our specific privacy statement, please follow [this link](#).*

*In case of questions, please contact [TEDB@ec.europa.eu](mailto:TEDB@ec.europa.eu).*

### **3.6.1.3 Manage my notifications – Confirmation**

The Figure 45 shows the "Manage my notifications" confirmation message after users click on the link to confirm his subscription request.

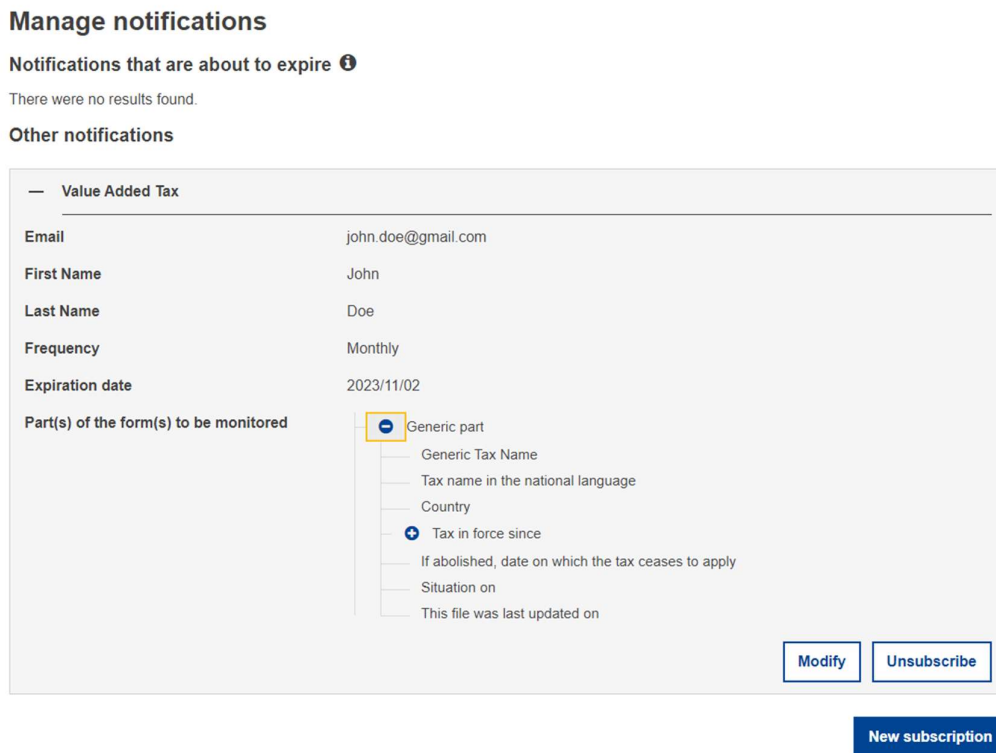


**Figure 45: Manage my notifications - Confirmation**

### 3.6.2 Public notification management

To access the “Manage my notification” page, the users must click on the link from a confirmation email (see section 3.6.1.1) or a notification email (see section 3.6.1.2).

The “Manage my notification” page is displayed, listing the public notifications of the users (ordered by expiration date in ascending order, with the ones about to expire grouped on top of the page, if any).



**Figure 46 : Manage my notification**

From that page, the users are able to:

- Directly see some information for each subscription (Tax type, Email, Frequency, Expiration date and expandable component with the selected part(s) of the form(s) to be monitored);
- Modify a subscription by clicking the “Modify” button under the subscription details;
- Unsubscribe from a subscription by clicking the “Unsubscribe” button under the subscription details (see section 3.6.4);
- Renew the subscriptions that are about to expire, if any (see section 3.6.3);
- Add a new subscription by clicking the “New subscription” button on top of the screen (see section 3.6.1).



The users click the button “Modify” under one of the subscription details.

The “Update subscription” page is displayed, similar to the “New subscription” page (see section 3.6.1), but with:

- The fields “Tax type”, “Frequency” and “Part(s) in the form(s) to be monitored” in edition mode;
- The fields “Email”, “First name” and “Last name” in read-only mode;
- The “Expiration date” in read-only mode and updated to current date + 1 year;
- The GDPR checkbox not ticked;

The users modify the notification fields that are editable and saves the notification by clicking on the “Save” button. The save action is possible only if the user provided mandatory fields and ticked the GDPR checkbox. When the user clicks on the “Save” button, the system:

- updates the subscription in the TEDB database;
- return to the “Manage my notification” page;
- displays confirmation message on top of the screen.

The users can abort the creation by clicking the “Cancel” button. they are then redirected to the “Manage my notification” page.

### 3.6.3 Public notification annual renewal

Each notification subscription has an expiration date. 15 days before the expiration date, TEDB sends an email to the users asking to renew the subscription. A single email is sent for all notifications set up with the same expiration date (see section 3.6.3.1).

If the users answer by clicking on the renewal link in the email, the “Manage my notification” page is displayed, listing the public notifications of the users.

- The notifications that are about to expire in the 15 days delay are displayed on top of the screen, under sub-title “Notifications that are about to expire”;
- The other notifications are displayed under sub-title “Other notifications” and ordered by Expiration Date in ascending order;
- Button “Renew” is displayed under the notifications whose expiration date is in 15 days delay (see Figure 46).

The users click on the “Renew” button and TEDB:

- displays a message on top of the screen “Your subscription is renewed for 1 year.”;
- updates to expiration date of the notification (old date + 1 year);
- does not display the button “Renew” anymore for the renewed notification.

If the user does not answer by clicking on the link before the end date of the validity period of his subscription, it will be automatically deleted from the database of TEDB and the user will not receive any more emails for this expired subscription.

#### 3.6.3.1 Renewal email

Here is an example of the email sent by TEDB to renew the notification subscription:

*Dear <FirstName> <LastName>,*

*Some of your notification subscriptions about updates or changes to the Taxes in Europe Database (TEDB) will expire in 15 days.*

*If you want to renew those subscriptions, please take the necessary action by clicking on the "Manage my notifications" following link and clicking the "Renew" button on the Notification Management page. Without any action from your side before the expiry date, expired subscription will be automatically deleted.*

*"Manage my notifications" ([link](#))*

*To consult our specific privacy statement, please follow [this link](#).*

*In case of questions, please contact [TEDB@ec.europa.eu](mailto:TEDB@ec.europa.eu).*

### **3.6.4 Unsubscribe from public notification**

To unsubscribe from public notifications, the users must access the "Manage my notification" page by clicking on the link from a confirmation email (see section 3.6.1.1) or a notification email (see section 3.6.1.2).

The "Manage my notification" page is displayed, listing the public notifications of the user (ordered by expiration date in ascending order, with the ones about to expire grouped on top of the page, if any).

From that page, the user can:

- Directly see some information for each subscription (Tax type, Email, Frequency, Expiration date and expandable component with the selected part(s) of the form(s) to be monitored);
- Modify a subscription by clicking the "Modify" button under the subscription details (see section 3.6.2);
- Unsubscribe from a subscription by clicking the "Unsubscribe" button under the subscription details;
- Renew the subscriptions that are about to expire, if any (see section 3.6.3);
- Add a new subscription by clicking the "New subscription" button on top of the screen (see section 3.6.1).

The user clicks the button "Unsubscribe" under one of the subscription details. A confirmation popup is displayed informing the users that they are requesting to unsubscribe from this notification and asking confirmation.

If the user confirms the action, the configuration of the selected notification is deleted from the TEDB database.

If the user cancels the action, the configuration of the selected notification remains in the TEDB database.

The popup is closed, and the system displays the "Manage my notification" page, listing the public notifications of the user.

## **3.7 DISCLAIMER**

If the users click on the "Disclaimer" menu item, a new tab opens in the browser displaying the TEDB disclaimer.

### 3.8 WEB SERVICES

The public part of TEDB provides a service for allowing 3<sup>rd</sup> party application to retrieve the Value Added Tax (VAT) rates. This service is described in the [SSD] of TEDB.

### 3.9 COOKIE CONSENT REQUEST

As TEDB collects statistics about user's application usage, TEDB needs to confirm the consent of the users in order to store those values. This confirmation is made by a consent banner where the users can either:

- accept cookies: the user accepts that TEDB collects statistics about the user's application usage;
- reject cookies: the users do not accept that TEDB collects statistics about their application usage.

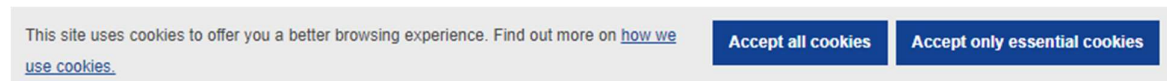


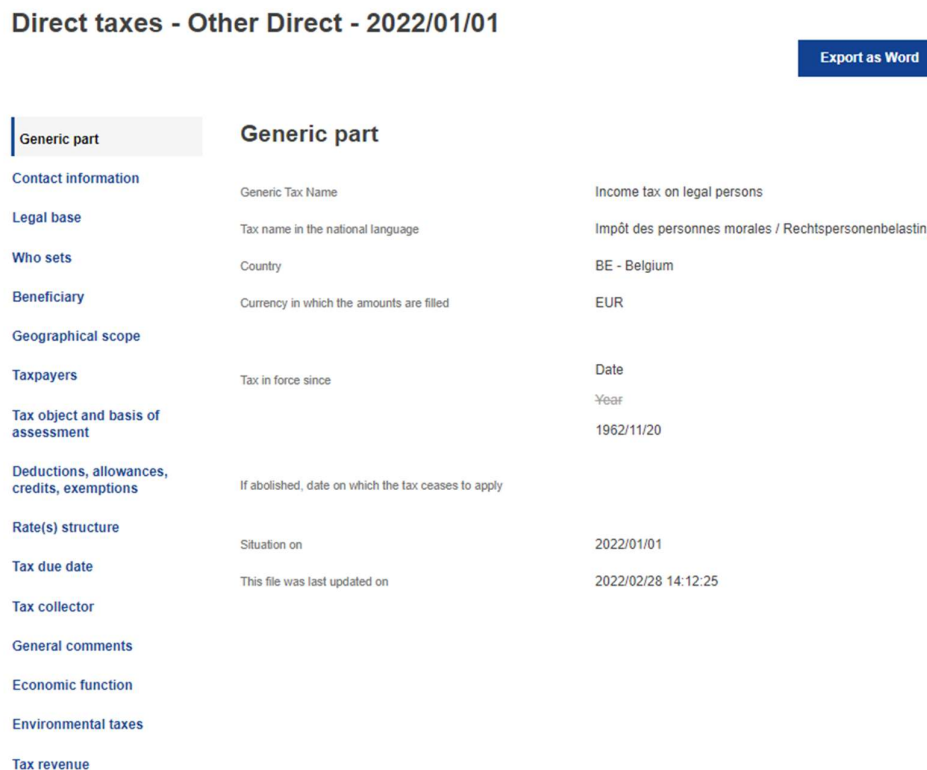
Figure 47: Cookie Consent Confirmation Banner

### 3.10 TAX DETAILS

To see the content of a tax, the users first need to perform a search. The search result view contains a link to open the tax.

The content of the view is dependent of the type of the tax and is always read-only.

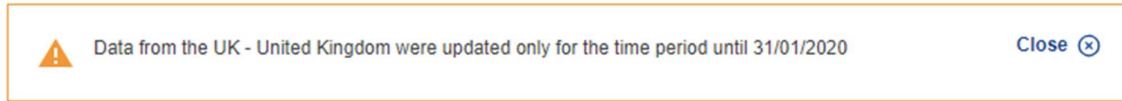
Title of the opened tax form contains tax type and the situation on date.



Direct taxes - Other Direct - 2022/01/01		
		<a href="#">Export as Word</a>
<b>Generic part</b>	<b>Generic part</b>	
Contact information	Generic Tax Name	Income tax on legal persons
Legal base	Tax name in the national language	Impôt des personnes morales / Rechtspersonenbelasting
Who sets	Country	BE - Belgium
Beneficiary	Currency in which the amounts are filled	EUR
Geographical scope		
Taxpayers	Tax in force since	Date Year
Tax object and basis of assessment		1962/11/20
Deductions, allowances, credits, exemptions	If abolished, date on which the tax ceases to apply	
Rate(s) structure	Situation on	2022/01/01
Tax due date	This file was last updated on	2022/02/28 14:12:25
Tax collector		
General comments		
Economic function		
Environmental taxes		
Tax revenue		

Figure 48: Public Interface – Tax details example

When the users select a tax for the United Kingdom (UK), a warning is added to the view to inform the users about the validity of data.



**Figure 49: Public Interface: Tax details page with UK**

If the currency of the country is not euro, all amounts of the tax are automatically converted and displayed in euro.

A switch button is available to display the amounts in national currency or in euro.



**Figure 50: Public Interface – Tax Details switch button to national currency**



**Figure 51: Public Interface – Tax Details switch button to euro**

In the Tax Revenue table, when the conversion is made from national currency to EURO, the conversion rate applied is displayed in a tooltip on the amount for each year revenue.

TEDB retrieves the last exchange rate having a date lower or equals to the year of revenue. If no exchange rate is retrieved, a default conversion rate of 1.0 is used to avoid any exceptions.

## Tax revenue

ESA 2010 Code for addition description  
D51B - Taxes on the income or profits of corporations excluding holding gains(1)  
D51C2 - Taxes on holding gains of corporations(1)

ESA 2010 Code formula  
D51B + D51C2

Year	Annual tax revenue (in millions)	% of GDP	% of total tax revenue
2021	2 022.1 <small>Conversion rate used: 1.9558</small>	2.845 %	9.258 %
2020	1 324.9222 EUR	2.1495 %	7.0515 %
2019	1 414.7127 EUR	2.2982 %	7.5747 %
2018	1 267.2413 EUR	2.2539 %	7.5964 %
2017	1 209.728 EUR	2.3029 %	7.7215 %

**Figure 52: Public Interface – Tax revenue tooltip conversion**

### 3.10.1 Available actions

One button is available at the top of the page:

- “Export as Word” button exports the tax form in Microsoft Word format.

**Export as Word**

**Figure 53: Public Interface – Tax Details available actions on top**