

Electronic Invoice. Information for suppliers

By means of the joint Resolution of the General Audit of the Junta de Andalucía and the General Directorate of Digital Strategy and Open Government, the decision has been made to implement electronic bills in the **Empresa Pública para la Gestión del Turismo y del Deporte de Andalucía, S.A.**, applicable as at 1 March 2021.

As of this date, all our suppliers are obliged to issue an electronic invoice as long as it falls within the assumptions described in article 4 of Law 25/2013, of 27 December, on the promotion of electronic invoicing and creation of the accounting record of invoices in the Public Sector.

We have transcribed them below for your information.

- All invoices for an amount **equal to or greater than 5,000 euros (VAT included): Electronic format.**
- Invoices for a **lower amount:**
 - Provided that the issuing supplier has never sent an electronic invoice to any entity of the Junta de Andalucía: **Paper or Optional Electronic.**
 - In the other case: Must be **electronic.**

In relation to electronic invoicing, there is an application, FACTURA.E that you can free download from the Ministries of Finance and Economic Affairs and Digital Transformation web.

The channel for sending and consulting the status of these invoices in electronic format will be the General Point of Entry of Electronic Invoices of the General State Administration (**FACE -<https://face.gob.es/es>**).

In relation to the suppliers of the European Economic Community, the European formats supported by the FACE platform are: UBL 2.1 and CII (Cross Industry Invoice).

The invoices, both electronic and on paper, must comply with the provisions of Royal Decree 1619/2012, of 30 November, which approves the Regulation that regulates invoicing obligations.

The invoices received must include the following recipient's dates:

- Corporate name: Empresa Pública para la Gestión del Turismo y del Deporte de Andalucía, S.A.
- VAT number: ES A93090744



- Address: Calle Compañía Nº 40, 29008 Málaga
- Three codes that identify the company as the recipient of the electronic invoice:
 - Contracting authority (Managing Body): DIR3 code: A01014136
 - Destination authority (Processing Unit): DIR3 code: A01014136
 - Accounting centre (Accounting Office): DIR3 code: A01014136

For all of them the code's name is: EP.PARA LA GESTIÓN DEL TURISMO Y DEL DEPORTE DE ANDALUCIA, SA.

- For both electronic and paper invoices, the contract number, for example, C2N04-07XX-0713-0233 or the order number, for example, CC2023T-0200, associated with the contract, that binds both parties and that justifies its issuance must be included. If this information is missing, the invoice will be automatically rejected.

In the case of electronic invoices, contract number or order number must be incorporated in the following fields:

In an own billing program:

- **Contract number:** between the <ReceiverContractReference> and </ReceiverContractReference> tags.
- **Order number** (in one of them):
 - between the <ReceiverTransactionReference> and </ReceiverTransactionReference> tags
 - between the <FileReference> y </FileReference> tags
 - between the <IssuerTransactionReference> y </IssuerTransactionReference> tags

In Factura-e program: the following fields must be filled in from the "other data" area:

- **Contract number:** in Refs receptor->Ref.contrato
- **Order number:** in Refs receptor>Ref.operación/pedido.

The screenshot shows the 'Generar Factura 3.2.1' application window. The 'Otros datos' section is highlighted with a red box. A red arrow points from this section to a detailed view of the 'Otros datos' form on the right. The detailed view shows three tabs: 'Refs. Emisor', 'Refs. Receptor', and 'Expediente'. Under 'Refs. Receptor', there are fields for 'Ref. contrato' (with value '4-07xx-0713-0233'), 'Ref. operación/pedido' (with value 'CC2021T-200'), and radio buttons for 'Fecha contrato' and 'Fecha operación/pedido'.

Please, it is necessary to full detail the service and add full bank details where you want to receive the transfer.