



FAQ: AlphaVAT Data Mapping

Q: What is data mapping?

Data mapping allows you to identify which columns in the source data are relevant for the purposes of the VAT Return calculation you are performing.

Q: What mandatory data is required?

The VAT Return derives VAT and net amounts for transactions undertaken by the business that fall within the VAT Return period. As such, you must identify the Net and VAT columns within your source data and the following field are marked with an asterisk (*) to show that they are mandatory.

- Net amount
- VAT amount

Q: What optional data can I include?

The following options are provided as optional column headings. These columns will not affect the VAT Return calculation, but the appropriate details will be returned on the associated transaction report statements which can provide useful supplementary disclosure:

- Date
- Description
- Tax code
- Gross amount
- Recovery rate override
- Grouping
- Amount
- Other

Q: How do I run my calculation?

Once you have mapped your data, AlphaVAT will be ready to calculate the values of the VAT Return. Click on the **Confirm selection and run calculation** button.

Q: How will I know that my calculation has finished processing?

Once you have selected Confirm selection and run calculation, you will be taken to the Preview and analysis screen where you will see the progress bar showing the calculation being performed. Once it is complete your VAT Return will be displayed.

For more information, see the **AlphaVAT Data Mapping Guide**.