Pointing of supporting documents for VAT

🔧 Fix Me! A1 proofreading not yet effective for this page. In the meantime, you can ask any questions on the forum.

For each accounting entry having an impact on VAT, you must be able to present the corresponding supporting documentation to any inspection: the restaurant bill, the parking ticket, the supplier invoice that you paid and which justified that you recovered VAT, or the invoice you issued, justifying the VAT due.

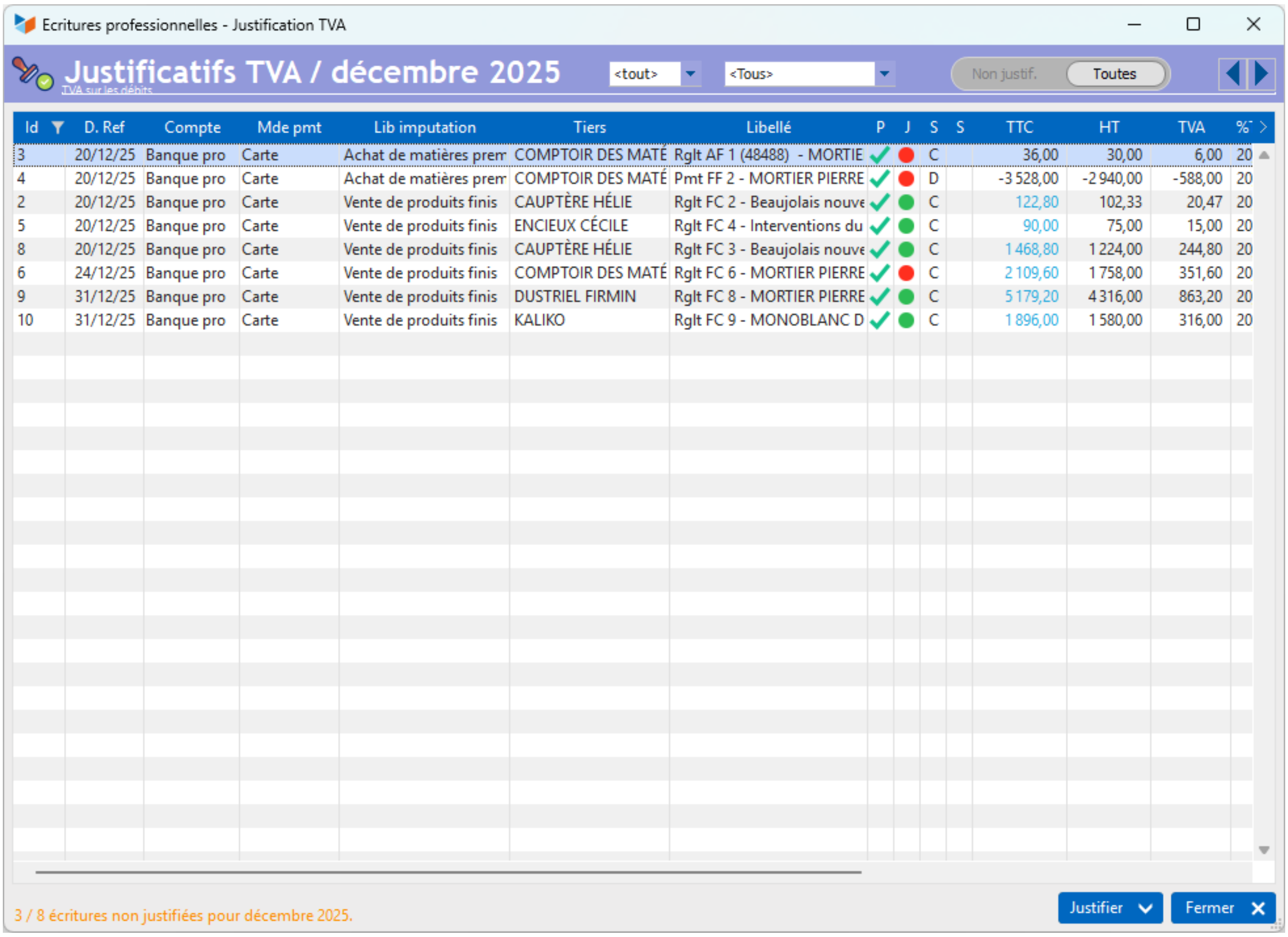
This screen is dedicated to the operation of justifying entries: the tool allows you to record the presence, or not, of these supporting documents, once the pointage des entries have been realised.

Using the screen

***Access:** Accounting → VAT → Supporting documents*

The screen displays the entries made on any professional bank account for the selected month, linked to an expense, income, or fixed asset account, via imputations (classes 2, 6 and 7 for the French chart of accounts). Entries in the financial, capital and third party account classes are automatically justified.

The red dot means that the corresponding supporting document has not been checked. Non-pointed entries are marked in yellow.



Id	D. Ref	Compte	Mde pmt	Lib imputation	Tiers	Libellé	P	J	S	S	TTC	HT	TVA	%
3	20/12/25	Banque pro	Carte	Achat de matières prem	COMPTOIR DES MATÉ	Rglt AF 1 (48488) - MORTIE			C		36,00	30,00	6,00	20
4	20/12/25	Banque pro	Carte	Achat de matières prem	COMPTOIR DES MATÉ	Pmt FF 2 - MORTIER PIERRE			D		-3 528,00	-2 940,00	-588,00	20
2	20/12/25	Banque pro	Carte	Vente de produits finis	CAUPTÈRE HÉLIE	Rglt FC 2 - Beaujolais nouve			C		122,80	102,33	20,47	20
5	20/12/25	Banque pro	Carte	Vente de produits finis	ENCIEUX CÉCILE	Rglt FC 4 - Interventions du			C		90,00	75,00	15,00	20
8	20/12/25	Banque pro	Carte	Vente de produits finis	CAUPTÈRE HÉLIE	Rglt FC 3 - Beaujolais nouve			C		1 468,80	1 224,00	244,80	20
6	24/12/25	Banque pro	Carte	Vente de produits finis	COMPTOIR DES MATÉ	Rglt FC 6 - MORTIER PIERRE			C		2 109,60	1 758,00	351,60	20
9	31/12/25	Banque pro	Carte	Vente de produits finis	DUSTRIEL FIRMIN	Rglt FC 8 - MORTIER PIERRE			C		5 179,20	4 316,00	863,20	20
10	31/12/25	Banque pro	Carte	Vente de produits finis	KALIKO	Rglt FC 9 - MONOBLANC D			C		1 896,00	1 580,00	316,00	20

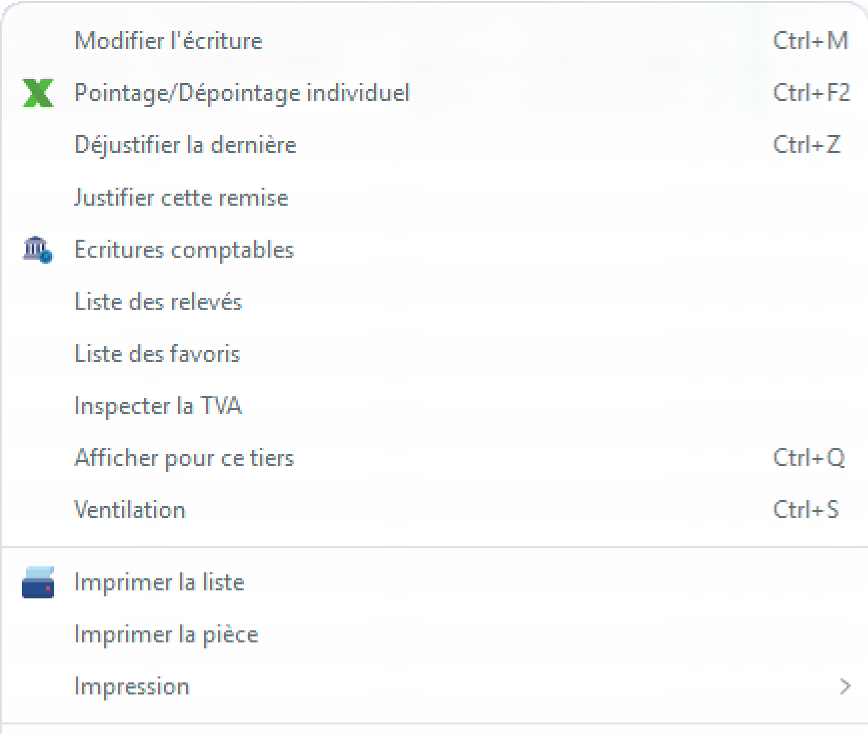
To “justify” an entry, i.e. indicate that you have the corresponding proof (or that there is no need for it), simply double-click on the line: the entry then disappears from there. 'screen. If you had chosen to see all the entries, a green dot appears in column **J**.

The entries linked to a customer invoice are automatically justified by the screen: as it is you who issued them, you necessarily have the proof, recorded in Gestan.

In VAT on debits, the entries linked to a supplier invoice must be justified, whereas the event generating the VAT recovery (here, the supplier invoice) could have been recorded in a previous month.

To justify or unjustify several entries at once, make a multi-selection and click on the **Justify** button.

Context menu



Justify this remittance allows you to justify at once all the entries bearing the same remittance number, whether for a check remittance or a SEPA direct debit remittance.

Inspect VAT is a function which aims to reduce VAT entry errors: this function, for each entry displayed, will check that for the last 7 entries for the same third party, the VAT rate entered for the last writing does not deviate by more than one point from previous writings. While some discrepancies may be normal, others are VAT entry errors.

Other Accounting articles

Accounting closing / Accounting years
Accounting document options
Accounting entries
Accounting entries
Accounting journals
Accounting links
Accounting settings
Accounting with Gestan: the main principles
Bad debts
Balance
Bank account statements
Bank or cash accounts
Billing by tax rate
Certification of cash register software - NF525 standard
Chart of accounts
Delivery of checks
Documents without imputation
Export CFONB

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