



**nh** | HOTEL GROUP PART OF MINOR  
HOTELS

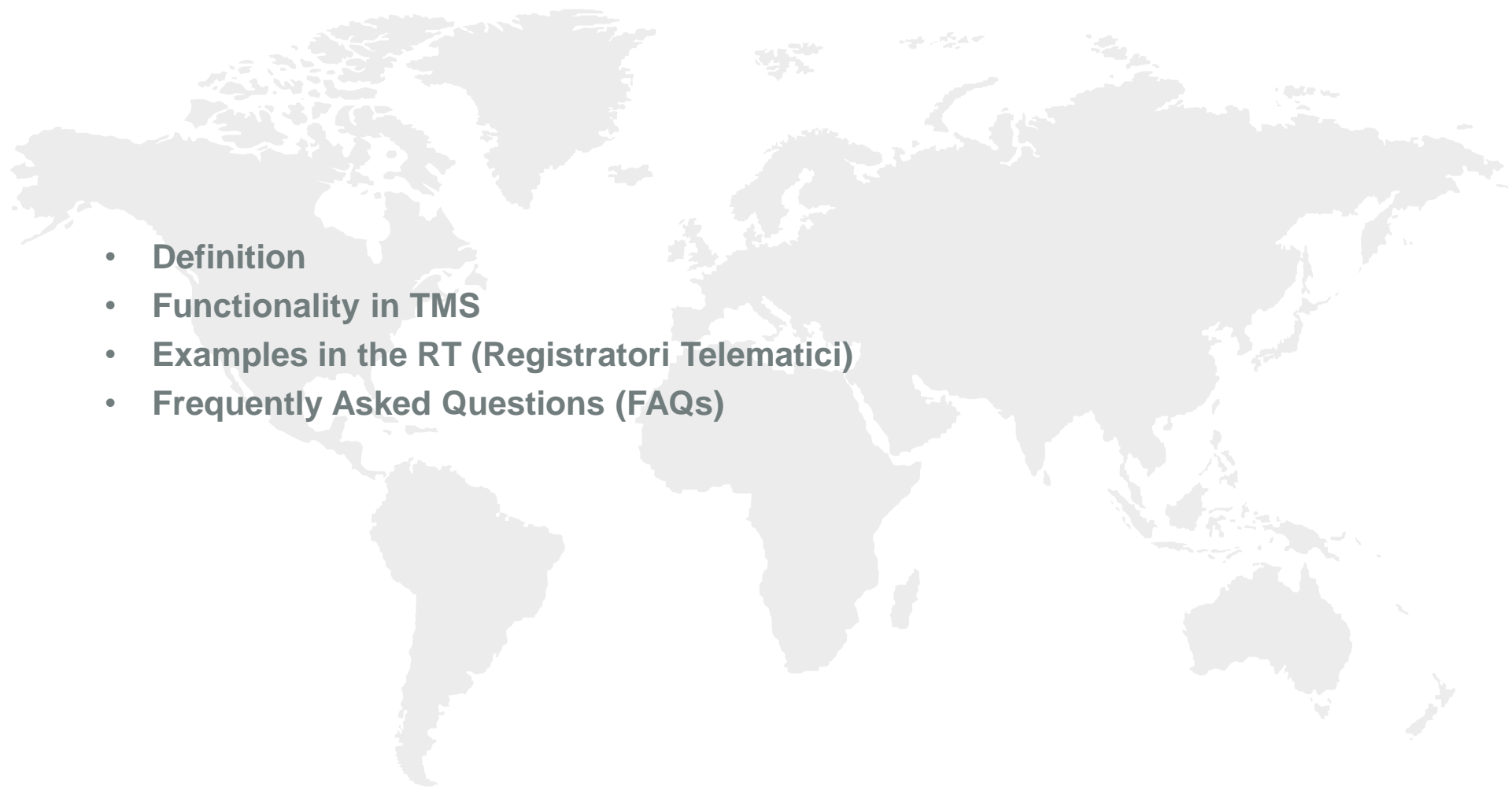


TMSforHotels

Sospesas e Fatture Differerite in Italy

Organization Department – Business Transformation

March\_2021



- **Definition**
- **Functionality in TMS**
- **Examples in the RT (Registratori Telematici)**
- **Frequently Asked Questions (FAQs)**

# Definition

## Definition

NH Hotel Group, in order to accomplish legal requirements in Italy, has exposed the need to adapt the billing flow in TMS forHotels to the Italian treasury where is necessary to issue deferred invoices type TD24, separated from the rest of electronic invoices TD01.

The need to issue **Fattura Differita Elettronica** involves having to customize old functionality referred to **Ricevutas Sospesas** and Riepilogativa . The accounting will be done once the Fattura Differita Elettronica has been generated including all lines informed in individual Ricevutas Sospesas.

Ricevuta Sospesa can only be issued on folios that meet 3 conditions:

- National Client ID (Italian).
- Credit payment.
- Charges with 10%VAT and/or city tax.

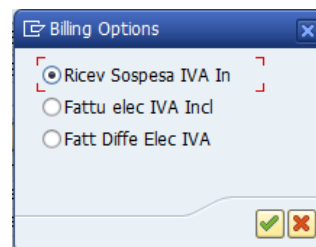
Once issued it will be assigned an RF number. It is necessary to recover the Scontrino number (RF) in each sospesa and after detail these sospesas within the differita invoice.

All sospesas generated during a month must be closed before the end of that month, never later.

# Functionality in TMS

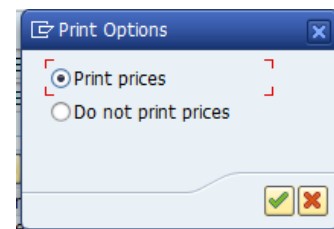
## Ricevuta sospesa

When folio is on credit and the ID is an Italian company/agency, sospesa option is displayed to select:



After this selection the option print prices or not print prices will appear, always press “Print prices”.

\* We can’t “delete” the pop up because we are using the same functionality that we had in the past with sospesa invoices.

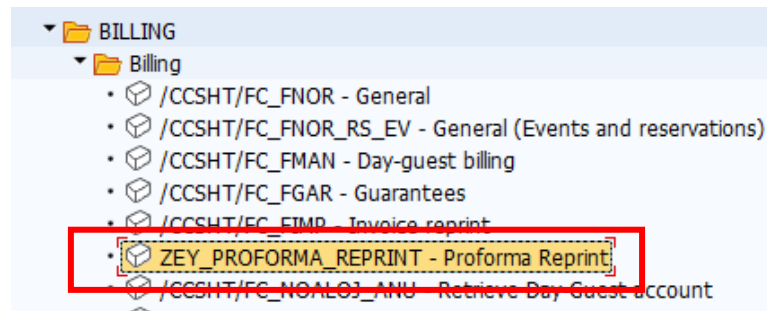


On folios, the status of the charges will be yellow, and you can check out the reservation:

Reservation	85656328	Status	Check in	Arrival	29.10.2020	Departur	30.10.2020	Upgrade								
Main Client	MAMBERTO SRL			Voucher				Room	204							
Main guest	GOMEZ FERNANDEZ, MARIA TRINIDAD			Type	STDDBL Standard Double			GST	AD 2							
FOLIOS: F1 9,00 EUR GOMEZ FERNANDEZ, MARIA TRINID... F2 181,05 EUR MAMBERTO SRL-1009143238																
(tax incl.) F3 0,00 EUR GOMEZ FERNANDEZ, MARIA TRINID... F4 0,00 EUR GOMEZ FERNANDEZ, MARIA TRINIDA...																
<div><div>Arrangement code</div></div>																
St	Status	Revenue date	Folio	Concept ID	Quantity	Description	Price	Disc. (net)	Amount	Tax incl.	Service date	TaxCl	Tx	Tx	Sou...	Guest Name
		29.10.2020	2	BB	1	Appartamento	15,00	2,05	12,75	✓	29.10.2020	1	R2		204	GOMEZ FERNANDEZ, MA
		29.10.2020	2	BB	1	Appartamento	15,00	2,05	12,75	✓	29.10.2020	1	R2		204	GOMEZ FERNANDEZ, MA
		29.10.2020	2	ROOM	1	Camera	183,00	24,95	155,55	✓	29.10.2020	1	R2		204	GOMEZ FERNANDEZ, MA

## Functionality in TMS - Ricevuta sospesa

On TMS form a reference will appear, if connection with RT is successful.  
Now only in reprint option, not in the original ricevuta sospesa. (pending issue).



**Intestazione Fattura**

IT00312580095  
MAMBERTO SRL  
CORSO EUROPA 22  
17024  
FINALE LIGURE - Italy  
Codice Cliente 1009143238  
Prenotazione 008065197

**Invio Fattura**

MAMBERTO SRL  
VIA LEONARDO DA VINCI 13  
17021  
ALASSIO - Italy

**ZedocNum 0369-0014**

ESide: 0001A17338

☒ RICEVUTA FISCALE ☐ FATTURA (RICEVUTA FISCALE)

N° Documento	Data Documento	Nome Ospite	Data di Arrivo	Data di Partenza	Pag.
4813823138	29.10.2020	MAMBERTO SRL	29.10.2020	29.10.2020	1/1

Data	Quant.	Descriz. e natura bs	IVA%	Imp.Lordo
29.10.2020	1	Camera	10%	15,00

	Imp. Serv	Imp. ACC	Imponibile IVA	IVA%	IVA	
	13,64	0,00	13,64	10%	1,36	
<b>Totale</b>	13,64	0,00	13,64		1,36	15,00 EUR

**FIRMA DEL CLIENTE**

**Metodo di Pagamento**  
Impegnato a PAGARE

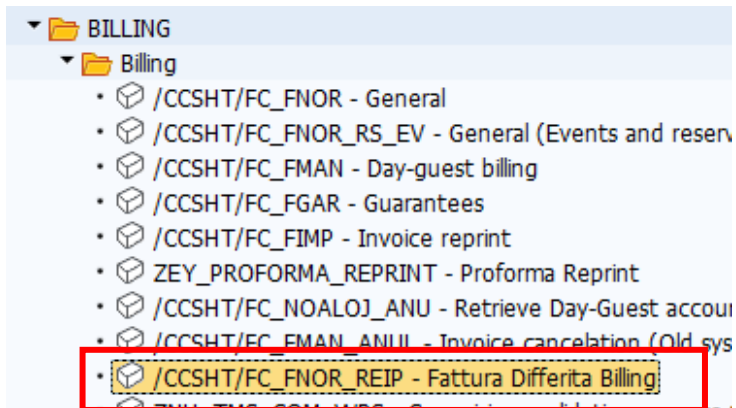
15.00 EUR



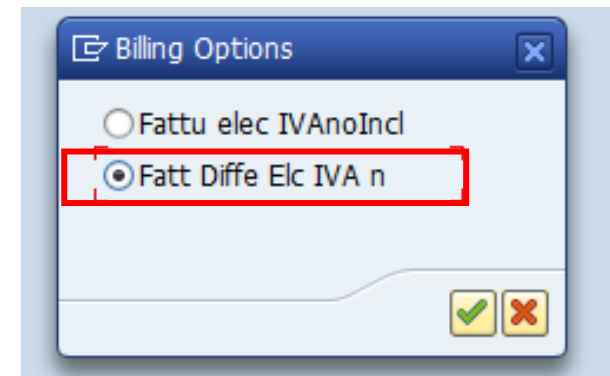
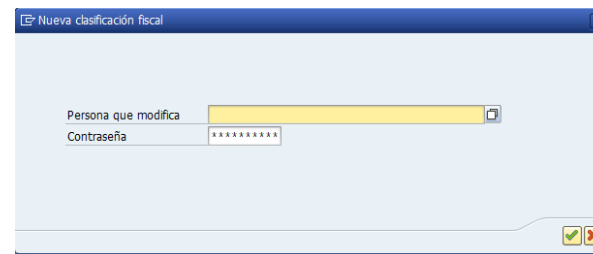
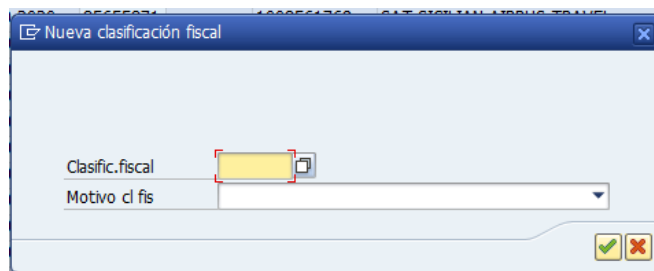
The sospesas can not be cancelled. The fattura must be generated and cancelled to get the charges “in green” again.

## Fattura Differita

You will access transaction /CCSHT/FC\_FNOR\_REIP – Fattura Differita Billing → Select the reservations to invoice and “pergamena”.



Then, indicate fiscal classification, TMS user and password and select fattura elect or fattura differita in the pop-up window:





The Fattura Differita Elettronica issued must be sent to SDI informing each Ricevuta Sospesa with its corresponding Scontrino number generated by the RT.

<b><u>Intestazione Fattura</u></b> IT00312580095 MAMBERTO SRL CORSO EUROPA 22 17024 FINALE LIGURE - Italy Codice Cliente 1006143238      Filiale 0001427886 Prenotazione 0085655187		<b><u>Invio Fattura</u></b> MAMBERTO SRL VIA LEONARDO DA VINCI 13 17021 ALASSIO - Italy
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<b><u>N° Documento</u></b>	<b><u>Data Documento</u></b>	<b><u>Nome Ospite</u></b>	<b><u>Data di Arrivo</u></b>	<b><u>Data di Partenza</u></b>	<b><u>Pag.</u></b>
D011000010	29.10.2020	MAMBERTO SRL	29.10.2020	29.10.2020	1/1

<b><u>Data</u></b>	<b><u>Quant.</u></b>	<b><u>Descriz. e natura bs</u></b>	<b><u>IVA%</u></b>	<b><u>Imp.Lordo</u></b>
29.10.2020	1	RF n° 4813823138 15.00 EUR ZdocNum 0369-0014		15,00
29.10.2020	1	RF n° 4813823139 45.00 EUR ZdocNum 0369-0015		45,00
29.10.2020	1	RF n° 4813823140 85.00 EUR ZdocNum 0369-0016		85,00

# Example in the RT (Registratori Telematici)

## Example in the RT

### RT ticket example

Once the Ricevuta Sospesa is issued, it will be sent to the RT (as is currently done with the Ricevuta Fiscale) but, in the XML file, it will be necessary to inform the **Non Riscosso** payment method and it will be printed it on the ticket:

NH MILANO TOURING  
NH ITALIA S.P.A.  
VIA U. TARCHETTI, 2  
20121 MILANO (MI)  
P.IVA 04440220962  
TEL. 02/63351

DOCUMENTO COMMERCIALE  
di vendita o prestazione

DESCRIZIONE	IVA	Prezzo(€)
Camera	10,00%	10,00
TOTALE COMPLESSIVO		10,00
di cui IVA		0,91
Pagamento contante		0,00
Pagamento elettronico		0,00
Non riscosso		10,00
Resto		0,00
Importo pagato		0,00

26-01-2021 12:22  
DOCUMENTO N. 0509-0012  
  
RT 99MEX070553

DETTAGLIO FORME di PAGAMENTO  
CREDIT (NOT PAID) 10,00

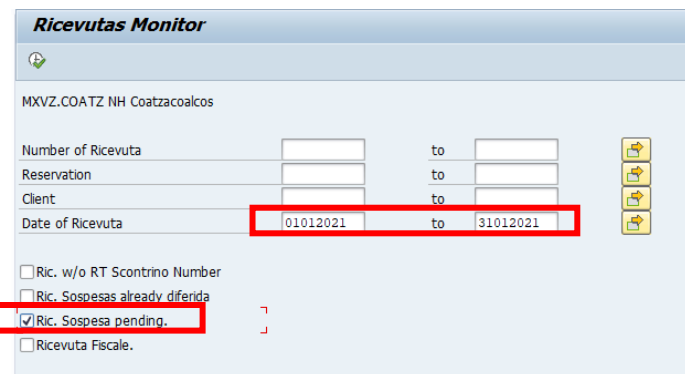
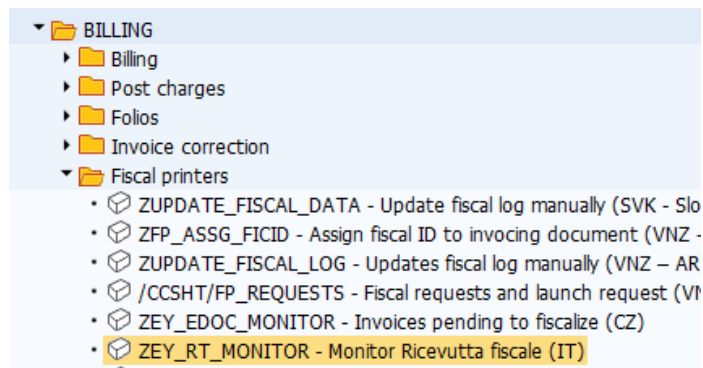
# Frequently Asked Questions (FAQs)

## When do we have to use this type of billing?

It will be the client (agency or company) who will request to the hotel this special billing if needed.

## How will we control that all the sospesas have been invoiced before the end of the month?

With the report: Billing → Fiscal Printers → ZEY\_RT\_MONITOR - Monitor Ricevutta fiscale (IT)



**Problems or doubts:** use this category to open your ticket:



# THANKS!

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