

# Mini One Stop Shop: accounting and reporting (2/27/18)

We wrote [last week](#) about the essence of the MOSS scheme, administrative relief, and registration procedures. This article explores accounting, data storage, VAT invoicing and reporting requirements for traders registered for this scheme.

## Accounting

Each taxable person that supplies electronic services should keep accounting records giving information that is considered sufficiently detailed under articles 369 and 369k of Council Directive 2006/112/EC:

- a) the member state of consumption in which services are supplied;
- b) the type of service;
- c) the date of supply;
- d) the taxable amount, stating the currency used;
- e) all subsequent increases or reductions in the taxable amount;
- f) the rate of VAT applied;
- g) the chargeable amount of VAT, stating the currency used;
- h) the date and amount of any payments received;
- i) all payments received before the supply;
- j) if an invoice is issued, the information included on that invoice;
- k) the customer's name if known to the taxable person; and
- l) any information used to determine the place where the customer carries on business or has his permanent address or habitual abode.

## Retention of accounting data

A taxable person that supplies electronic communications, broadcasting or electronically supplied services should preserve relevant accounting data for ten years from the end of the year in which the supply was made, whether or not the customer is still using the scheme.

Accounting data should be made electronically available to the member state of identification or to any of the member states of consumption on request immediately. When accounting data is requested, each member state will provide information as to how that data can be made available in practice. A taxable person that fails to make accounting data available within one month after receiving a reminder from the member state of identification will be considered to be in breach of the Union scheme rules and will be excluded from the scheme.

## Tax invoicing

A taxable person should prepare tax invoices according to the rules of each member state of consumption, i.e. following the national rules for mandatory disclosures on a tax invoice in the member state where the taxable person supplies services to customers.

## MOSS returns

A taxable person domestically registered for the MOSS scheme to provide electronic communications, broadcasting or electronically supplied services in the EU should prepare and file with the tax authority a VAT return for the special scheme: a report giving the information necessary for determining the amount of VAT payable in each member state.

The tax period for a taxable person using the special VAT scheme for electronically supplied services is a quarter, and the person should file a MOSS return electronically within 20 days after the end of each quarter.