

# **Annual information return on profit surplus of a cooperative society, itemization (VSOKERIE)**

## **DESCRIPTION OF THE DATA FILE 2016**

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## 1 INTRODUCTION

This guidance explains the structure of the required inbound file and the check procedures that follow. For more information, see [Description of e-File](#) .

## 2 DESCRIPTION OF THE INFORMATION FLOW AND SUBMITTAL OF FILES

**Cooperatives that distribute profit surplus** to their shareholders must report the payments every year, so as to give details on all **amounts of surplus that become available to their beneficiary for cash payment** even if the beneficiary didn't yet accept payment.

You must file your information return electronically if you had more than five (5) recipients of payments. However, the requirement to use e-filing does not concern physical persons and estates of deceased physical persons unless they operate a trade, business, or an agricultural farm/forestry farm.

However, situations of substitute surplus—where profit surplus amounts are being paid on a share that has been lent—involve reporting on another tax form (Form 7847).

For more information and instructions, go to the 'Annual Information Returns' pages of the Website, > Forms > Employer Payroll Report and other annual information return forms.

Logging in with a Katso ID and password entitles you to submit Employer Payroll Reports on the condition that you have the user privileges of the Master User, Parallel Master User, or Annual Information Report Filer. The system checks this on the basis of the Business ID entry (data element 010 or pos. 20-30). If an account operator (such as a bank) is completing the report on the actual filer's behalf, the system checks Account Operator's Business ID (data element 080, pos. 384-396) instead.

## 3 MAKING CORRECTIONS

For more information, see Making corrections to e-filed submittals of information returns.

## 4 PERIOD OF VALIDITY

This specification sets out the requirements of file formatting that come into force 23 February 2016 and continue to be in force until a new version of this specification is released.

Due date for filing is 3 February 2017.

## 5 COMBINED INFORMATION FLOWS

You may send us the following flows in the same computer file as you are sending your VSOKERIE flow:

– VSOKVYHT

## 6 CHANGES ON THE PREVIOUS YEAR

	Data Name	Data element	Description
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1.1	10/230	Document type	Removed (see Making Corrections)
	10/082	Deletion	This is a new Data Element.
	12-13/209	Type of Payment	Now refers to pos. 084
	20-30/202	Business ID of the cooperative society distributing profit surplus	Now refers to pos. 010
	15-18/203	Year of payment	Now refers to pos. 058
	57-67/232	Beneficiary's Business ID/personal identity code	Now refers to pos. 083
	93-106/234 107-120/235  121-134/240	Amount of (gross) profit surplus Amount of tax withheld on profit surplus Amount of equity shares in a cooperative society	Now the format is 'R'.  If Data Element format is 'R', entries must have decimals. Decimal separator character: the Comma (,)
	251-285/048	Software application that produced this file	This is a new Data Element.
	287-300/198	Send Date and Time — populated by the service provider	This is a new Data Element.
1.2	46-53/212	Date from which profit surplus has been ready for payment	Added as a (T) Data Element.

## 7 LIST OF THE DATA CONTENT

Descriptions of the column entries:

<b>Position</b>	The place where the data is located; concerns the fixed-length format.
<b>P/V</b>	<b>P</b> mandatory field  V not mandatory field
<b>T</b>	<b>T</b> refers to names and identity codes when making corrections and sending in a file that deletes previous entries (082:D). It is required that the name and ID are exactly the same as in the previous filing. No other information is required in a deletion file except the names and identity codes.
<b>L/T</b>	If there is an asterisk * in the L/T column, it means Tamo will run a check on the user entries.  <b>V/P means that the field is not mandatory unless special conditions apply.</b> V/P means that the field is not mandatory unless special conditions apply. In conditional sections, filling in the field, or the result of a calculation, determine whether some other information is mandatory.  <b>#</b> means that you cannot populate the field if the field preceded by a # character is populated. If populating it with a zero is OK, it is mentioned in the Data Element Description text.  If there is an <b>L</b> in the L/T column, it means that a formula determining the value is in existence, but Tamo does not run an

	<p>automated check.</p> <p>If there is an <b>H</b> in the L/T column, it means that a Message is displayed regarding the entry. However, this does not prevent the submittal.</p> <p>There may be several of the above comments made in the L/T column if the entries are subject to calculations and automated checks.</p>
<b>Permissible values:</b>	This column contains the relevant permissible values, separated by comma.

Position	Code	P/V	T	L/T	Description	Format	Permissible values
1-8	000	P	T		File identifier	AN8	VSOKERIE
10	082	V			Deletion	A1	D
12-13	084	P	T		Type of Payment 05 Profit surplus 06 = Distribution of retained earnings of the cooperative, taxable as a surplus distribution	N2	05,06
15-18	058	P	T	*	Year of payment The calendar year when the surplus becomes available for payment to its beneficiary. For more information, see section 2 and the guidance for completing the return form.	VVVV	2016
20-30	010	P	T		Business ID of the cooperative society that distributes surplus	YTUNNUS	
32-35	207	P	T	*	The tax year for which the surplus was distributed	VVVV	
37-44	211	P	T	*	Date of the decision to distribute profit surplus	PPKKVVVV	
46-53	212	P	T	*	Date from which profit surplus has been ready for payment	PPKKVVVV	
55	210	P		H	Type of the cooperative, valid on the day when decision to distribute surplus was made: <b>J</b> Listed (under §33e.7 and §33a.2, Income Tax Act) <b>M</b> Other cooperative with at least 500 members <b>S</b> Other cooperative with less than 500 members	AN1	J,M,S
57-67	083	P	T		Beneficiary's Business ID/personal identity code	YTUNNUS   HETU	
69-92	231	V	T	* V/P	Beneficiary's name	AN24	
93-106	234	P			Amount of (gross) profit surplus	R11,2	
107-120	235	V			Amount of tax withheld on profit surplus	R11,2	
121-134	240	V		H	Amount of equity shares in a cooperative society See Instructions for filling out the form.	R11,2	
136	237	V			Carries YEL/MYEL pension insurance (0=No, 1=Yes)	N1	0,1
138	241	V		H	Deductible for the cooperative society. (0=No, 1=Yes) See Instructions for filling out the form.	N1	0,1
140-152	080	V	T		Account operator's Business ID	YTUNNUS	
153-250					Reserve space		
251-285	048	P			Software application that produced this file	AN35	

287-300	198	V		Send Date and Time — populated by the service provider	DDMMYYYY HHMMSS	
	999	P		Final identifier	N8	

## 8 AUTOMATED CHECK PROCESSES

New/Changed	Code	Description of Calc. Rule / Check
	207 058 211 212	Invalid input: The tax year for which the surplus is distributed (207) must be same as or earlier than Year of payment (058), Date of decision to distribute surplus (211) and Date from which profit surplus has been ready for payment (212).  Error message: #1062; Invalid input: The tax year for which the surplus is distributed (207) must be the same year as the Year of payment (058) or an earlier year, and it must also be the same or an earlier year in relation to Date of decision to distribute surplus (211) and Date from which profit surplus has been ready for payment (212).
	211 212	Invalid input: You must enter the same or earlier Date of decision to distribute surplus (211) as the Date when the surplus has been ready for payment (212).  Error message: #1063; Invalid input: You must enter the same or earlier Date of the decision to distribute surplus (211) as the Date when the surplus has been ready for payment (212).
U	231 083	Beneficiary's name (231) is a mandatory field because there is a dummy identity code in the Personal ID or Business ID (083) field.  Error message: #1060; Beneficiary's name (231) is a mandatory field because you have entered a dummy identity code in the Personal ID or Business ID (083) field.

## 9 MESSAGES

New/Changed	Code	Description of Calc. Rule / Check
U	210 240 241	This message appears if 'S' is the value of Type of cooperative (210) but Amount of equity shares in the cooperative (240) or Deductible for the cooperative (0=No, 1=Yes) (241) are not populated.  The message text is the following: #1061; Cooperatives that are not Listed and have fewer than 500 members (the value of Cooperative Type (210) is S) must report the amount booked as equity at the end of the previous accounting period. However, this information is not mandatory if the surplus distribution is a tax-deductible expense for the cooperative or if the beneficiary is a corporate entity or a benefit under joint administration. See Instructions for filling out the form.

## 10 EXAMPLE

This example represents a VSOKERIE filing created by the TestiAccounting Pro software application (048) — an itemization of a beneficiary who receives surplus.

Profit surplus payment (084) relating to the 2016 year (058), distributed by the cooperative with Business ID 6612663-4 (010). The tax year from which the surplus originates is 2015 (207), Date of the decision to distribute it is 28022016 (211) and the Date when it is available for cash payment is 01042016 (212). Cooperative Type (210) is Other with less than 500 members, Beneficiary's personal identity code (083) is 131052-995Y, the (gross amount of) surplus is €3000, tax withheld (235) is €225 and the amount booked as equity (240) of the shares of the cooperative equals €1,000. This surplus distribution is a deductible expense for the cooperative (241) This itemization is number 1, which is also the value of the final identifier (999) on the last line.

000:VSOKERIE  
084:05  
058:2016  
010:6612663-4  
207:2015  
211:28022016  
212:01042016  
210:S  
083:131052-995Y  
234:3000,00  
235:225,00  
240:1000,00  
241:1  
048:TestiAccounting Pro 1.0  
999:1