Feature at a Glance

Legal Profile Enhancements for Japan - NG-5876

Content Owner: Amrick Singh
Target GA: Q2, 2023

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Introducing: Legal Profile - Japan

Feature Description

The tax authority in Japan introduces a new invoice format, effective October 2023. This requires supplier organizations to register to the tax authority and then the tax authority issues a unique ID for each supplier called as Tax Registration Number. The invoice created by the supplier must contain the Tax Registration Number that is used as an identifier in SAP Business Network to route it to the relevant buyer.

The SAP Business Network recommends domestic suppliers to setup a Legal Profile in your SAP Business Network supplier account. As a supplier, you need to provide additional information such as Tax Registration Number.

Additionally, buyers can generate reports to verify if the supplier has a Legal Profile in SAP Business Network. As a buyer, you can generate reports for all the suppliers with whom you have established a trading relationship in the system.

Key Benefits

Suppliers Legal Profile to include Tax Registration Number

Buyers are able to run a report on SAP Business Network that allows them to know which suppliers have created a Legal Profile

Reduces chances of supplier missing to enter Tax Registration number while creating invoices.

Supplier can indicate on their legal profile, if they are exempted or Not registered.

Audience:

Buyers and Suppliers

Enablement Model:

Automatically on

Applicable Solutions:

SAP Business Network

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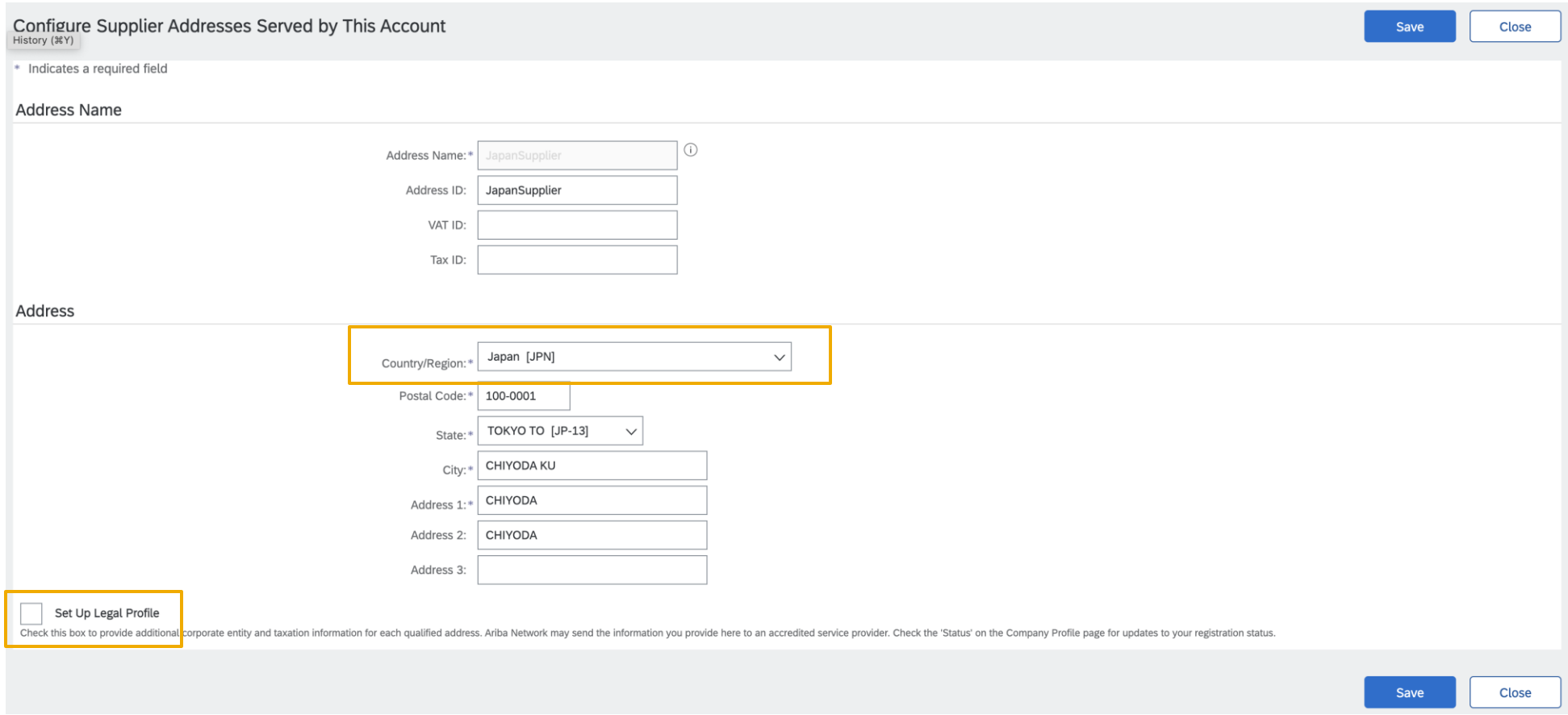
Enablement Steps & Notes

Legal Profile refers to supplier accounts registered with tax authorities in Japan for electronic invoicing procedures. The **Set Up Legal Profile** check box is available to suppliers in Japan only. SAP Business Network displays the **Set Up Legal Profile** check box only if you have selected the Country as Japan.



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Enablement Steps & Notes

Procedure for enabling legal profile by Suppliers

1.Click the **Account Settings** icon, and choose **Company Profile**.
2.Go to **Additional Company Addresses** section and choose **Create** to configure additional supplier addresses.
3.Enter the **Address Name** field in the **Address Name** section.
4.Enter the following required fields in the **Address** section for your company's additional branch address in Japan.

- **Address 1**
- **City**
- **Postal Code**
- **Country/Region**

5.Select the **Set Up Legal Profile** check box.
The **Tax Registration Information** section appears.
6.In the **Tax Registration Information** section, select one of the following options for the **Tax Registration Type** drop-down:

- **Tax Registered** - Select this option if you are a registered supplier with Japan tax authority.

This option displays the

- **Non-Tax Registered** - Select this option if you are not a registered supplier with Japan tax authority.
- **Exempt** - Select this option if the registration with the

The **Tax Registration Number** field appears, if you have selected the **Tax Registered** option. Enter your Tax Registration Number.
7.Choose **Save**.

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Prerequisites, Restrictions, Cautions

Prerequisites

- None

Restrictions

- Only applicable for suppliers in Japan

Cautions

- None

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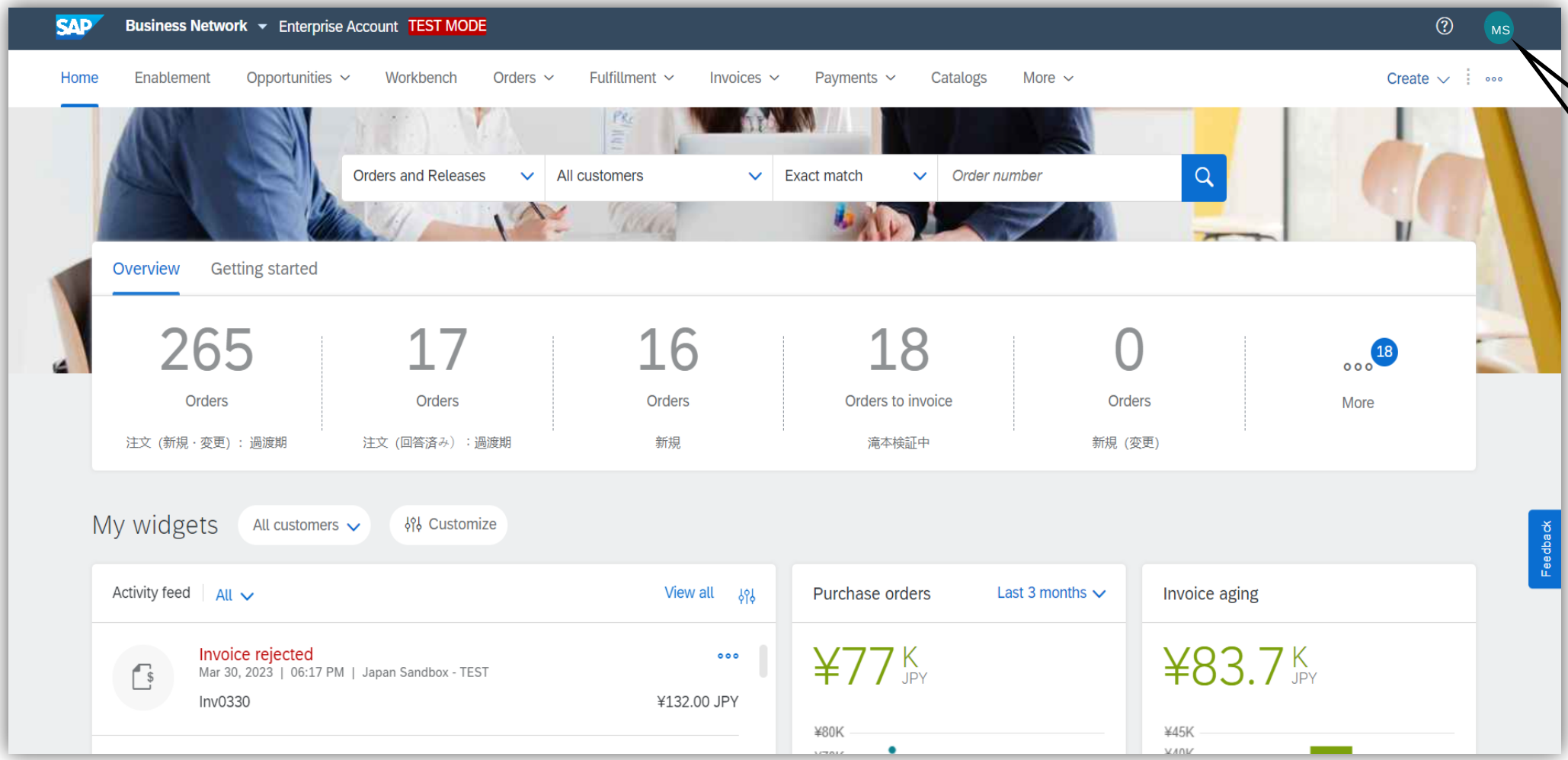
Feature Details



Login to home screen and click on **Account Settings** icon

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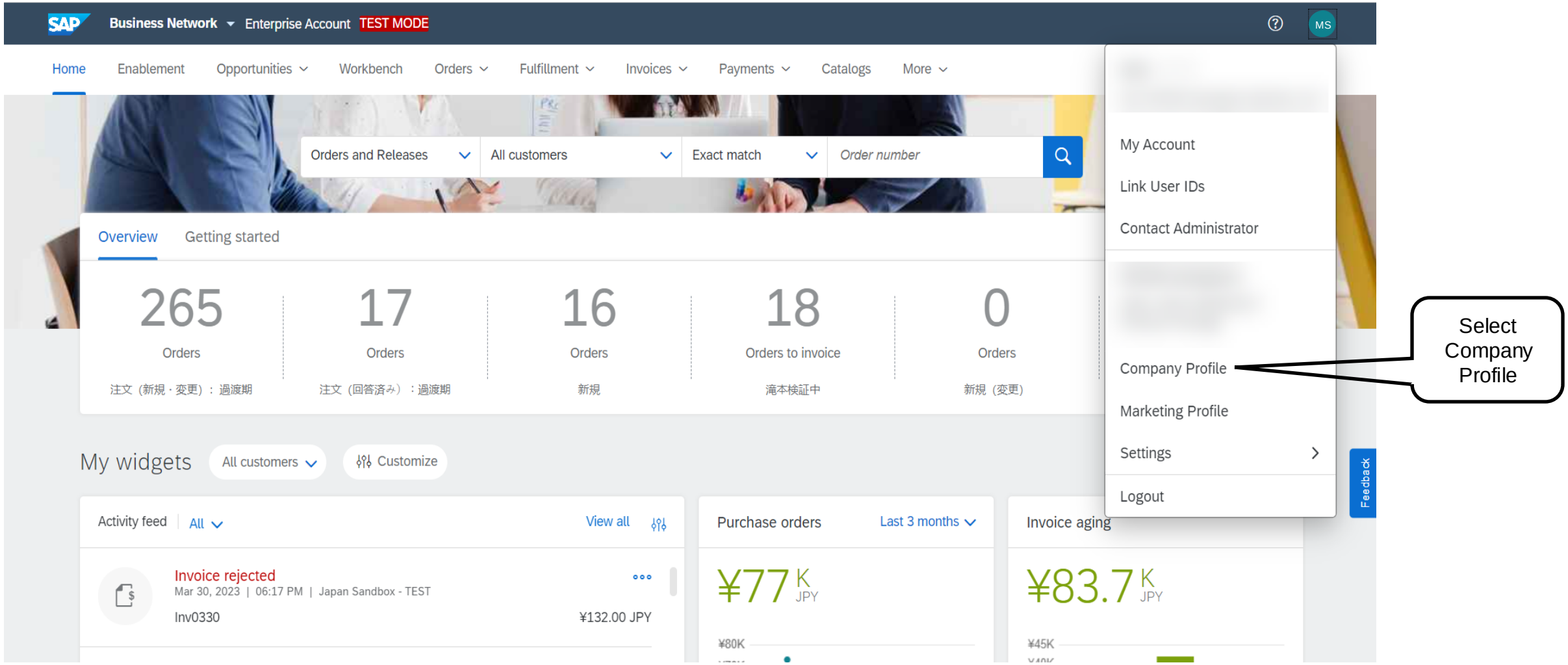

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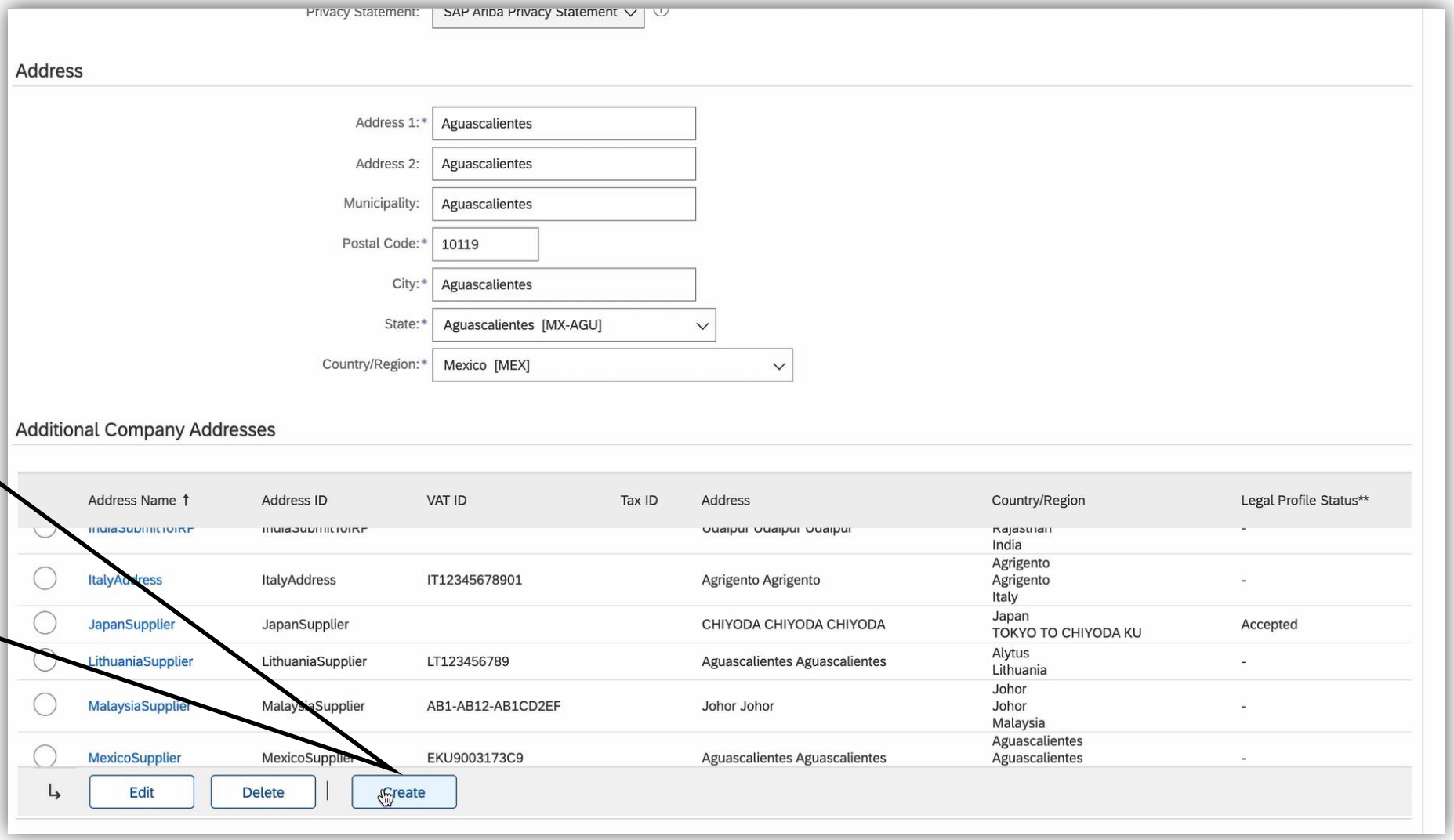
Feature Details

1.Go to **Additional Company Addresses** section and choose **Create** to configure additional supplier addresses.

2.Enter the **Address Name** field in the **Address Name** section.
3.Enter the following required fields in the **Address** section for your company's additional branch address in Japan.

- **Address 1** -
- **City**
- **Postal Code**
- **Country/Region**



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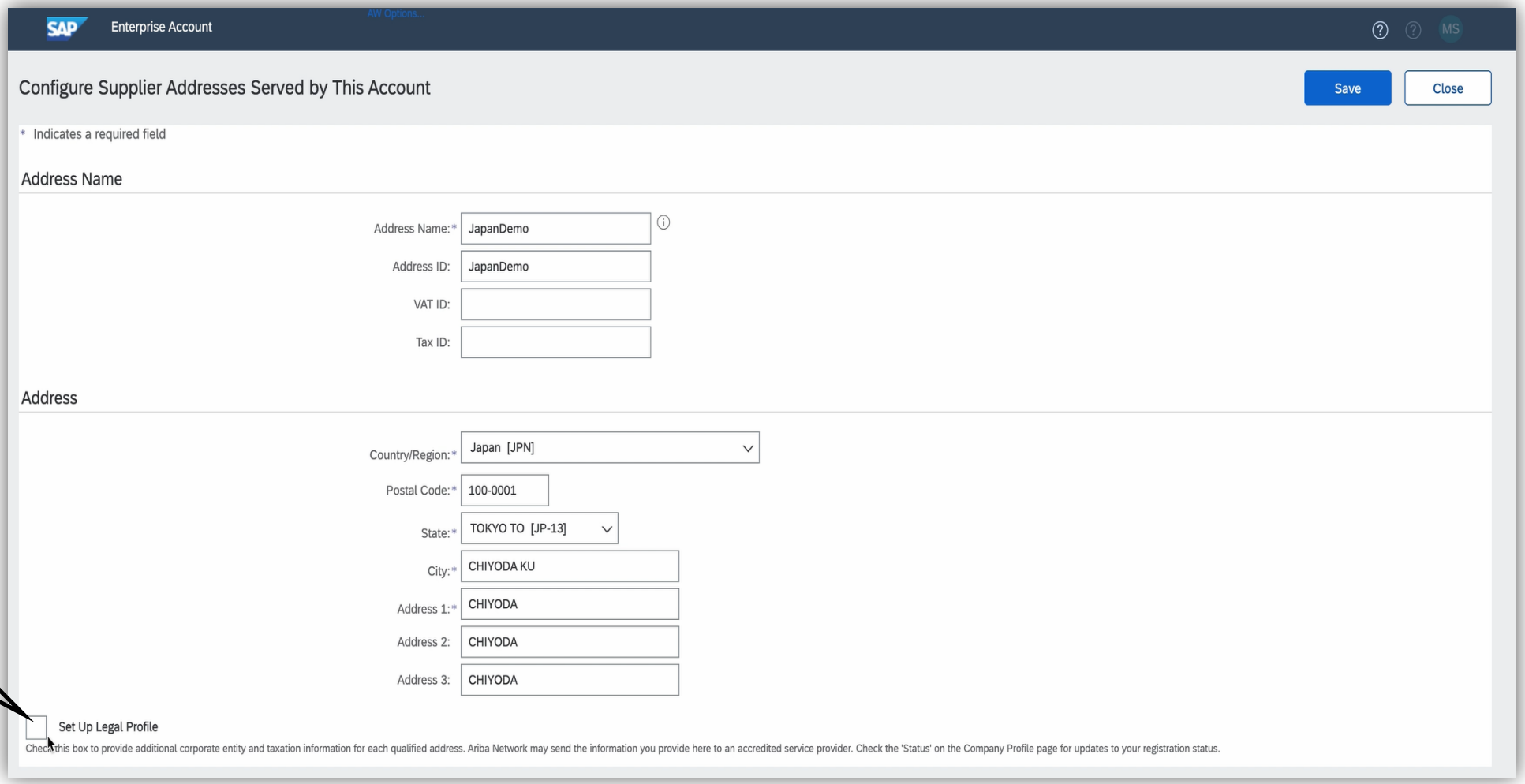

Click on Setup Legal Profile

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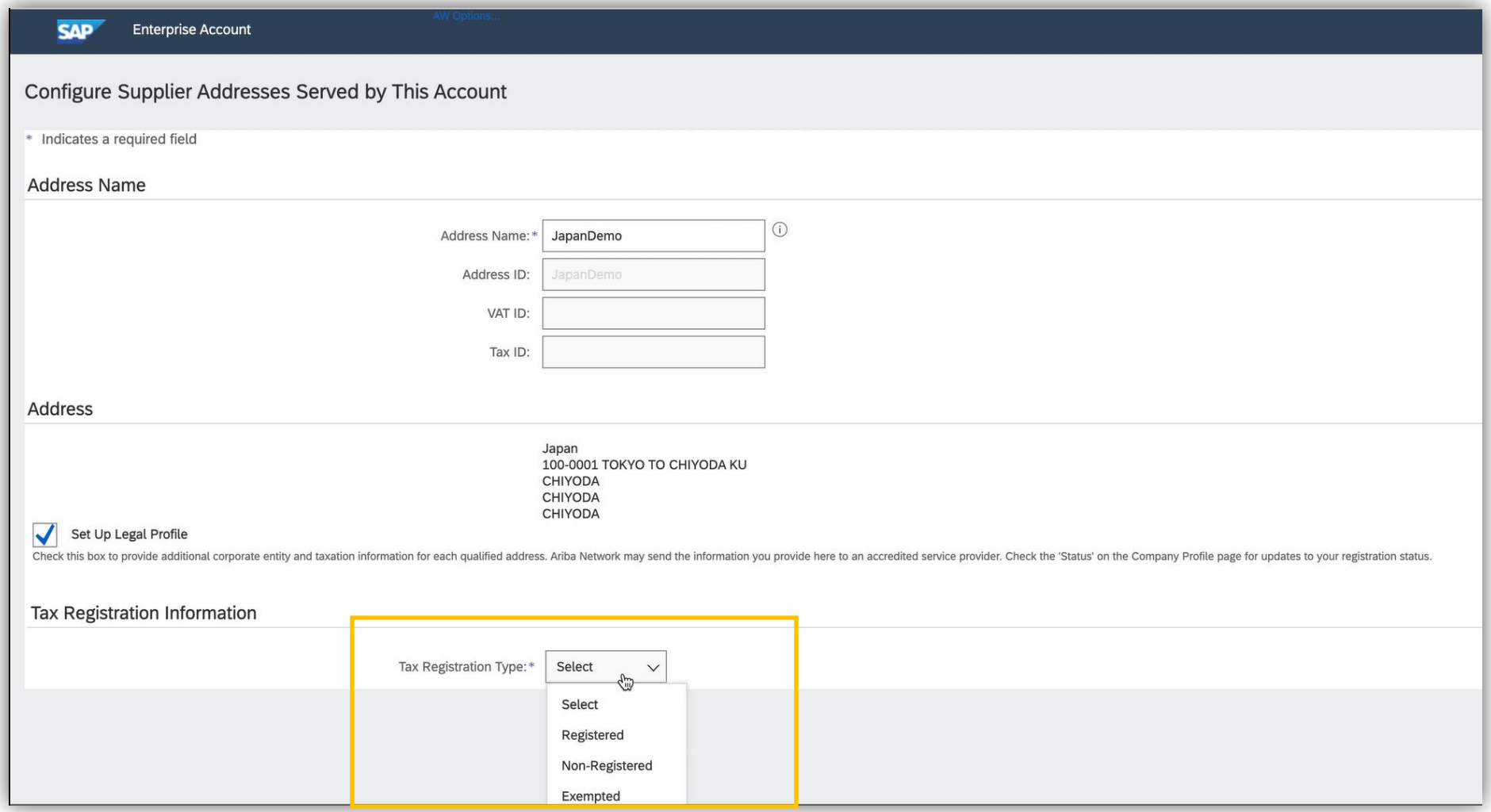

6.In the **Tax Registration Information** section, select one of the following options for the **Tax Registration Type** drop-down:

- **Tax Registered** - Select this option if you are a registered supplier with Japan tax authority.

This option displays the

- **Non-Tax Registered** - Select this option if you are not a registered supplier with Japan tax authority.
- **Exempt** - Select this option if your transactions do not require registration with the Japanese tax authority and do not have a Tax Registration Number. For example, NGO's.

The **Tax Registration Number** field appears, if you have selected the **Tax Registered** option. Enter your Tax Registration Number.

7.Choose **Save**.

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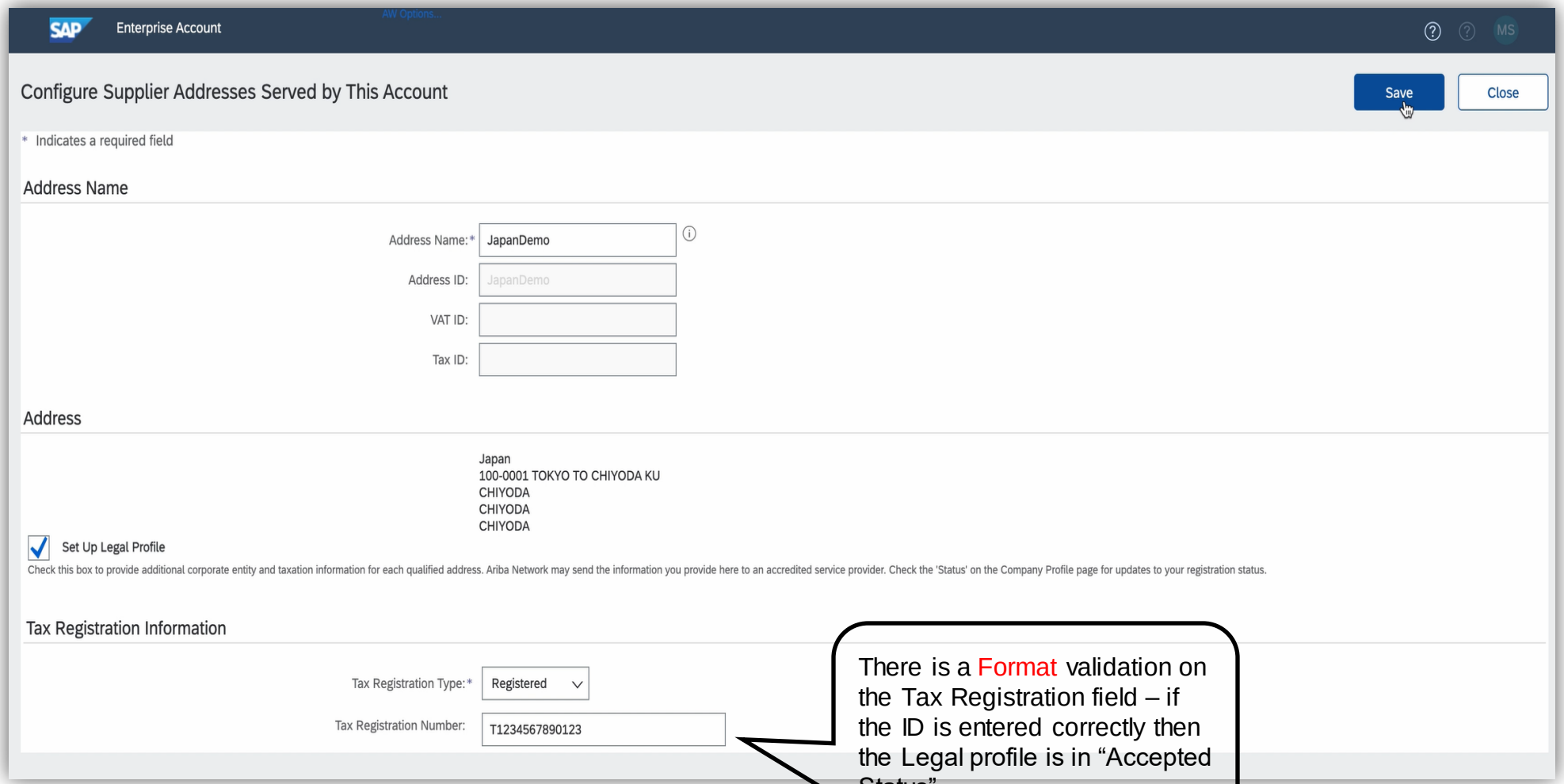
Feature Details



There is a Format validation on the Tax Registration field – if the ID is entered correctly then the Legal profile is in “Accepted Status”

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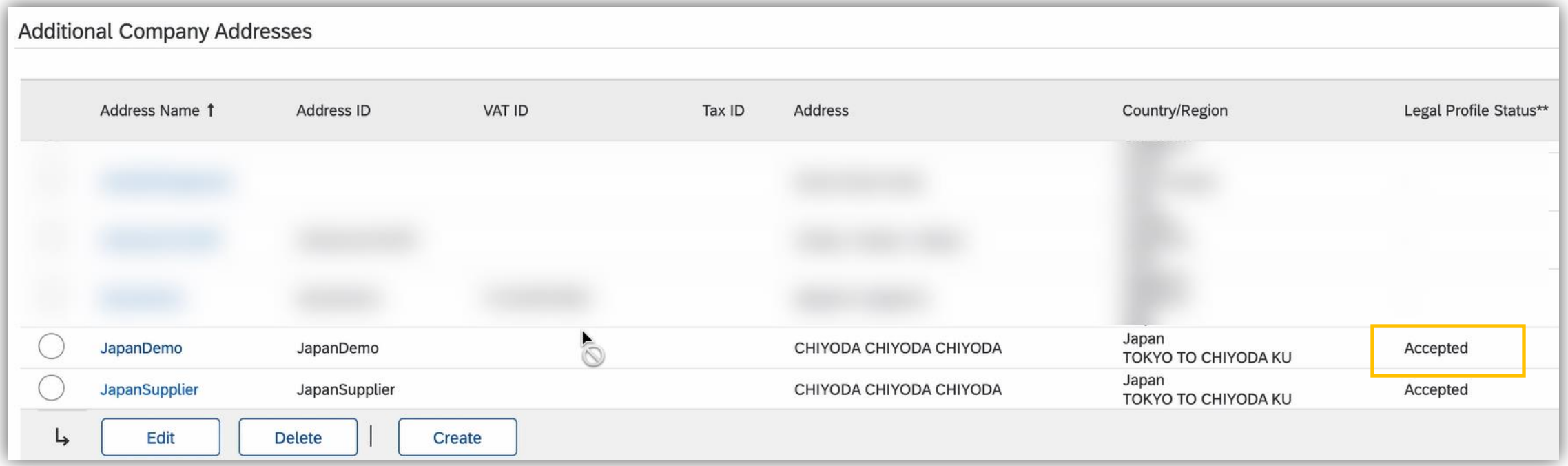

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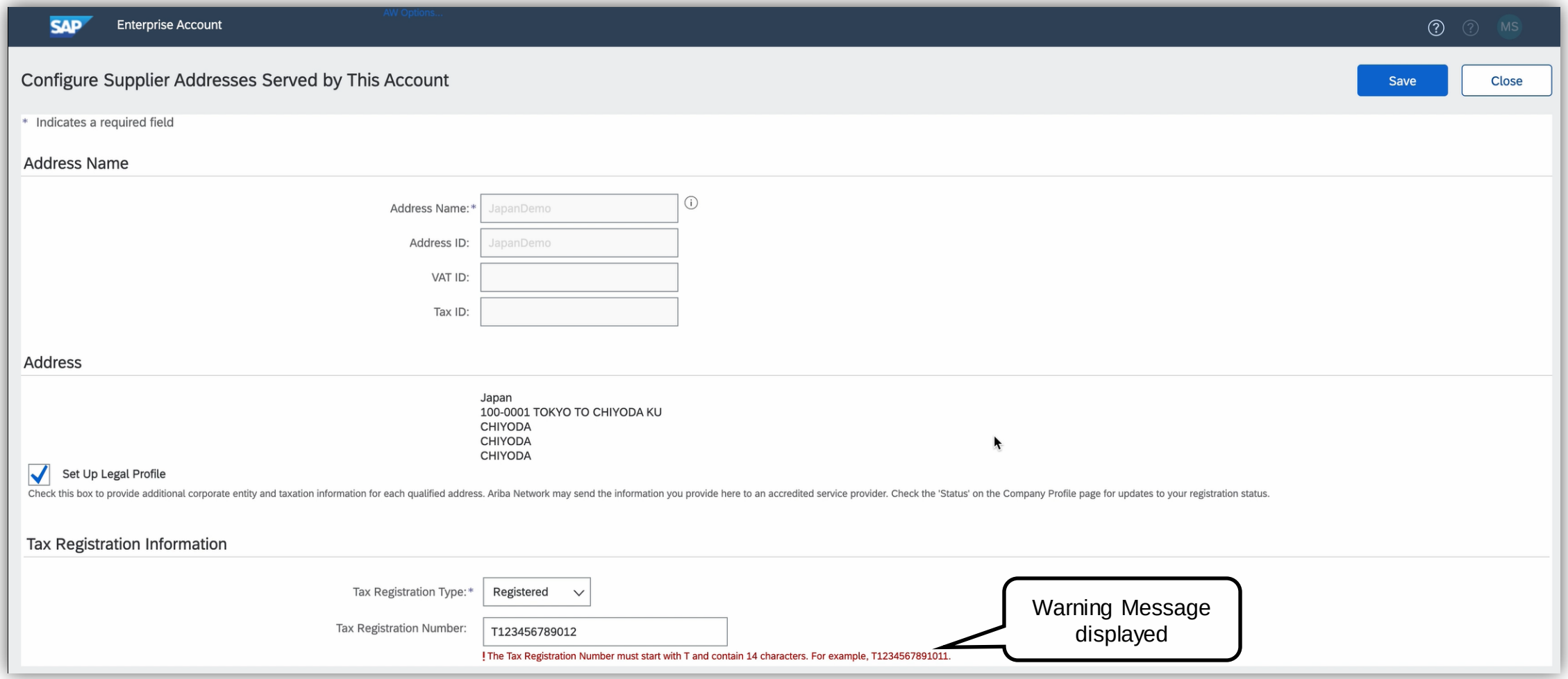

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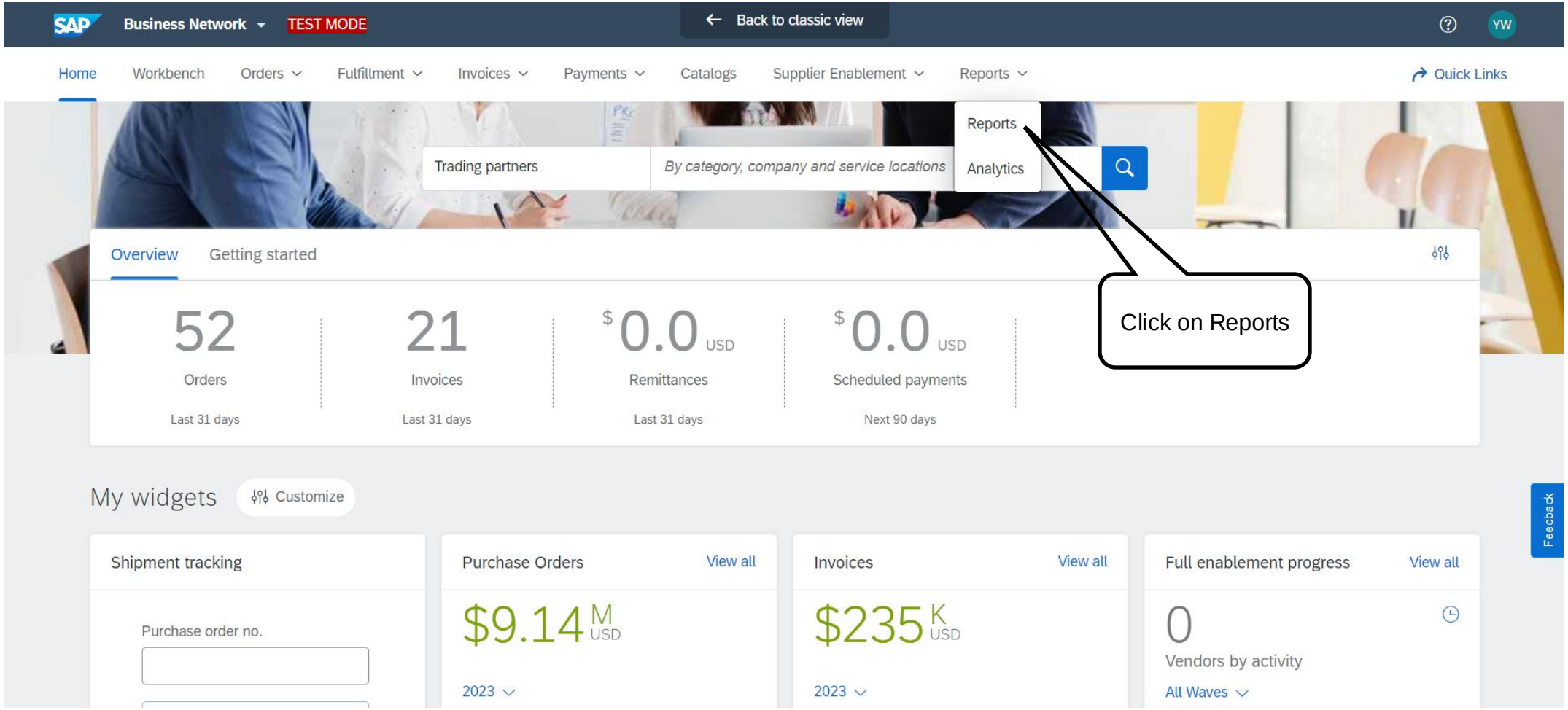
Feature Details

Generating a Legal Profile Report – Available to Buyer Only



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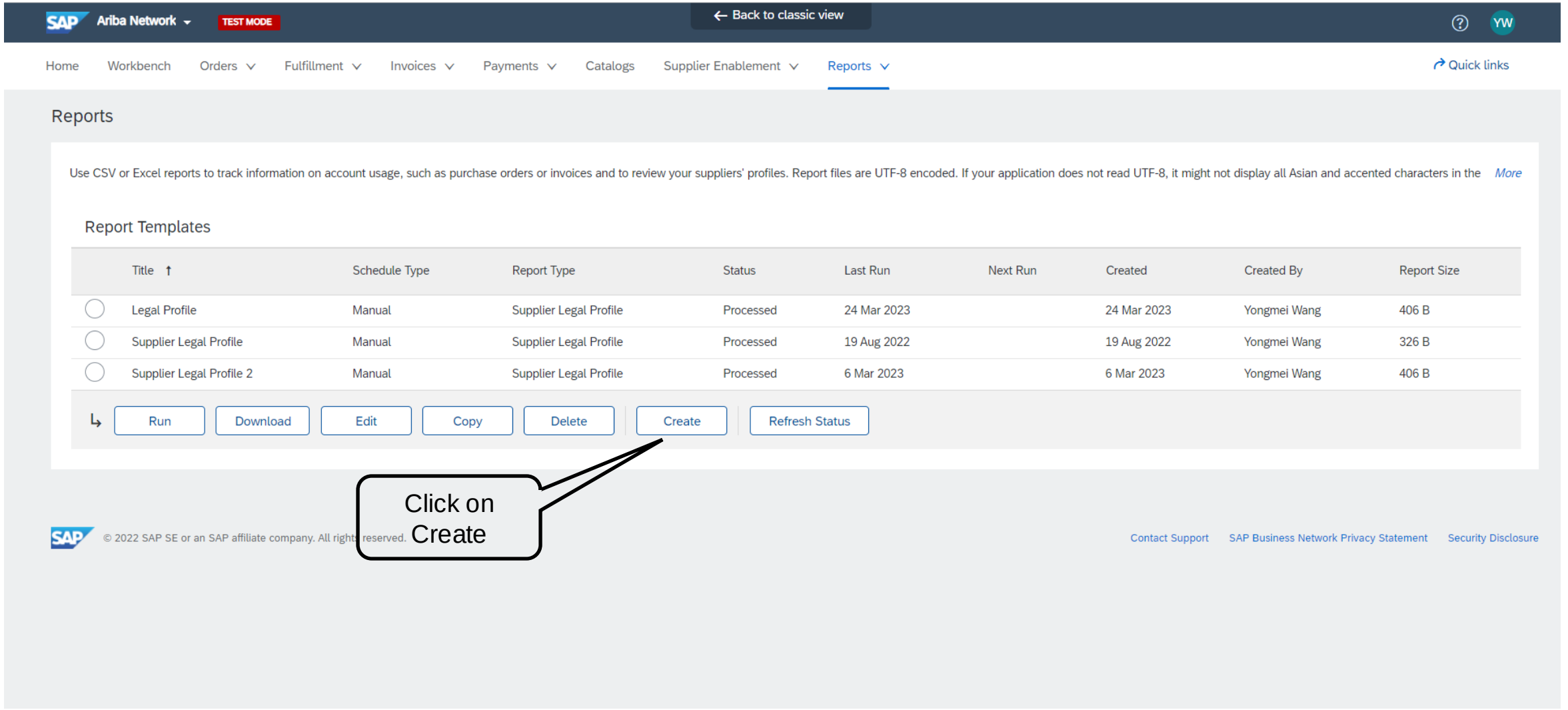

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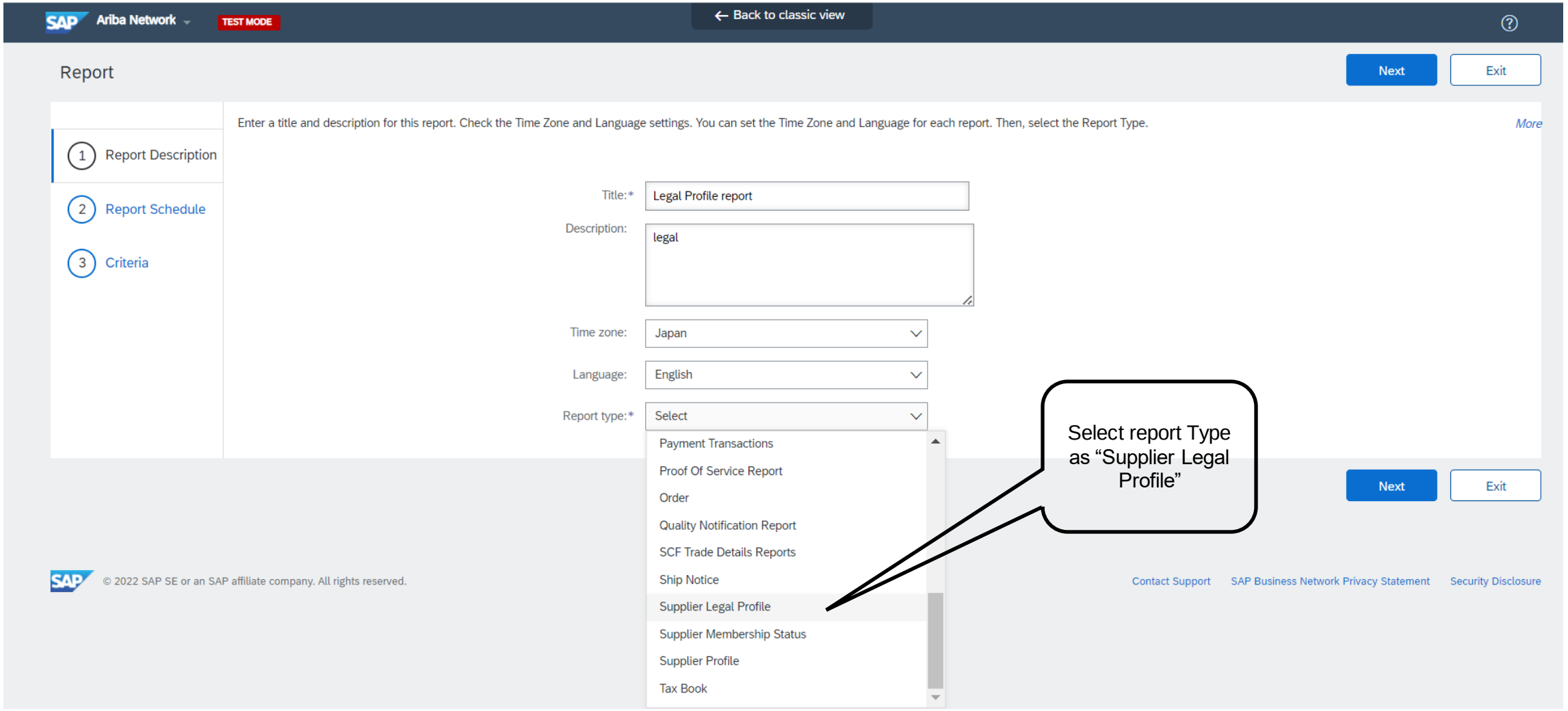

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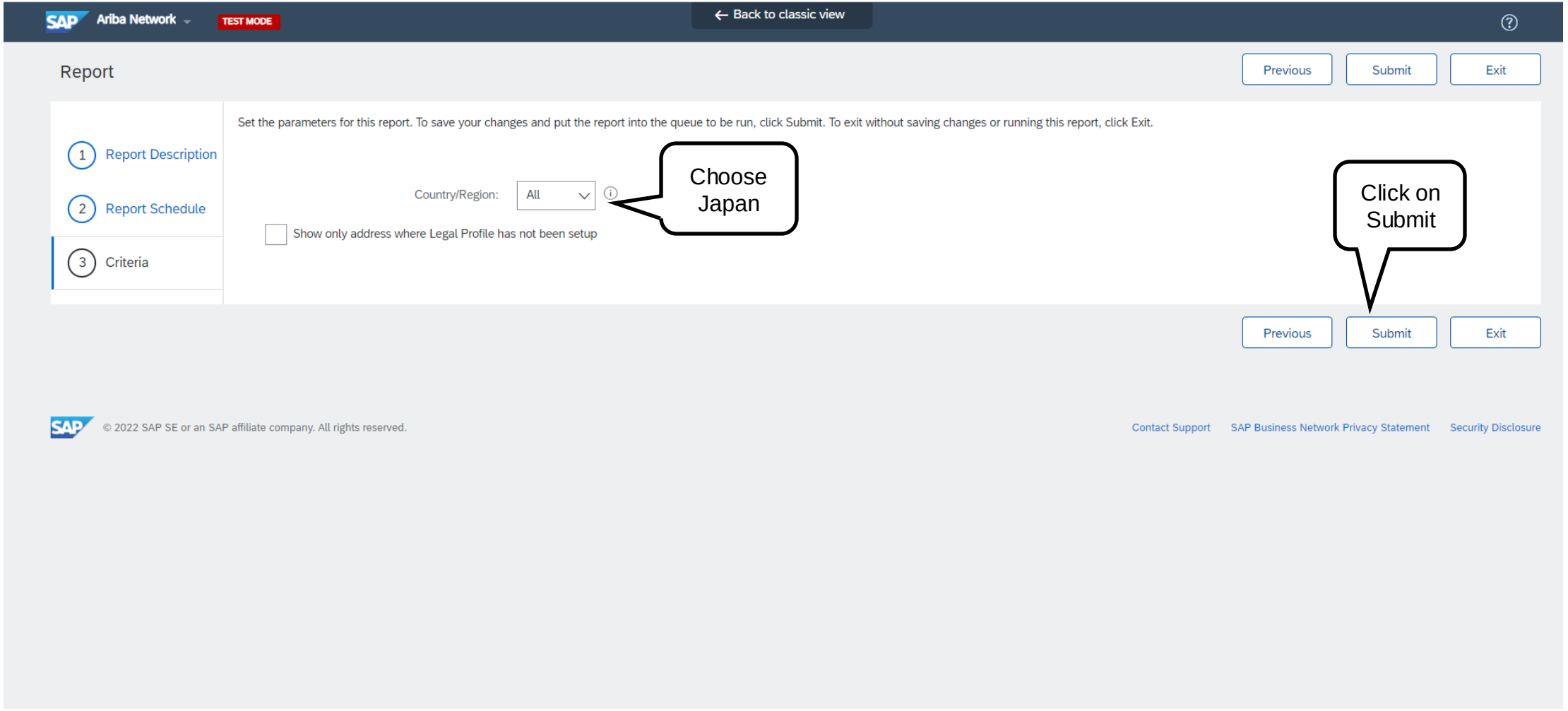

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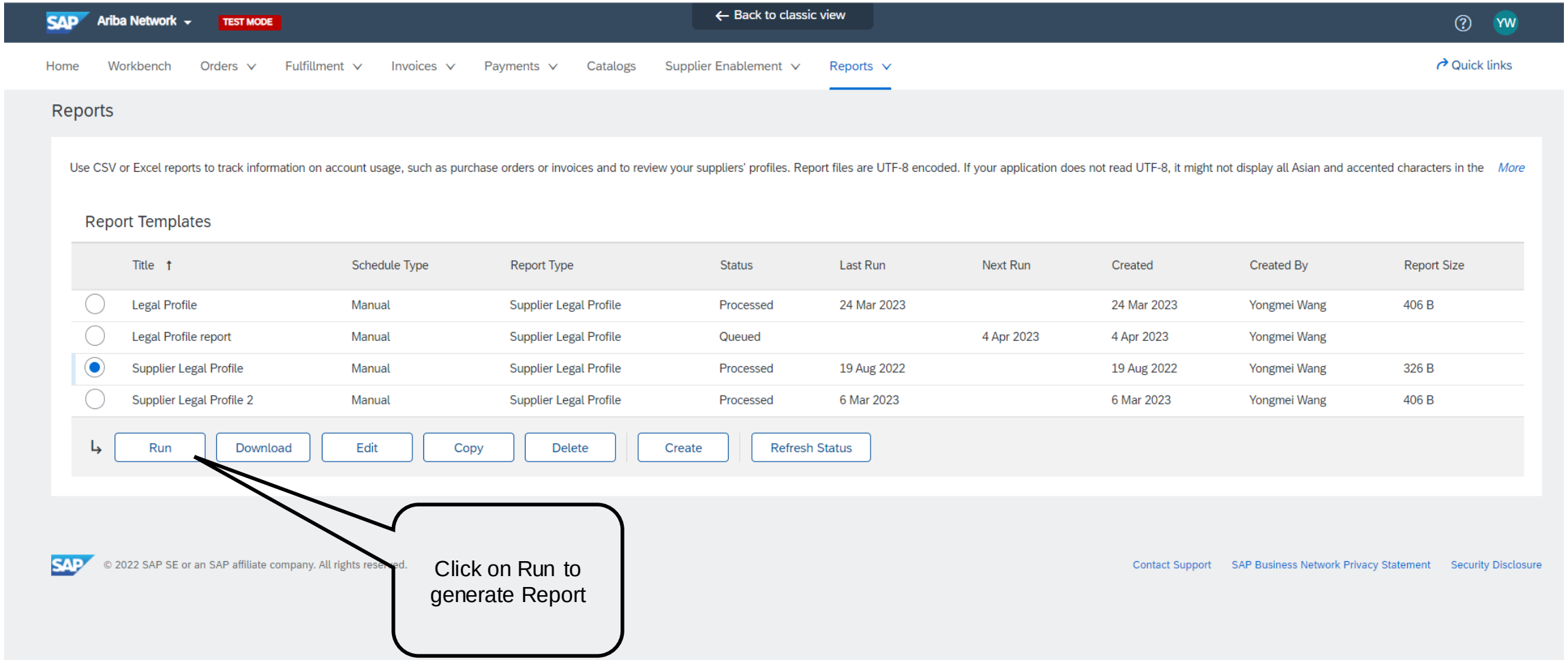

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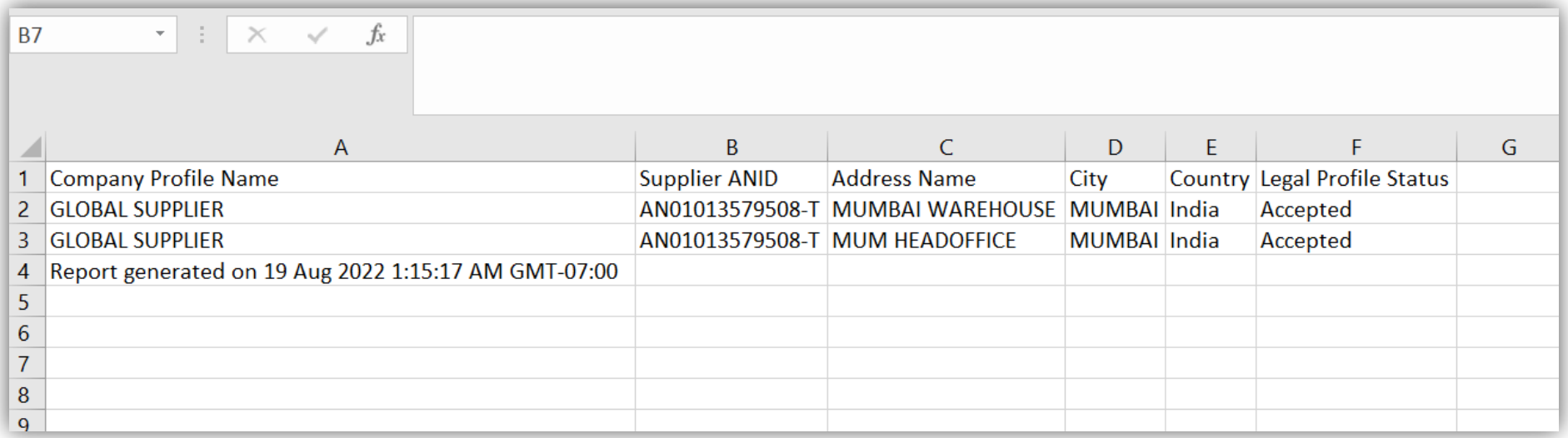

	A	B	C	D	E	F	G
1	Company Profile Name	Supplier ANID	Address Name	City	Country	Legal Profile Status	
2	GLOBAL SUPPLIER	AN01013579508-T	MUMBAI WAREHOUSE	MUMBAI	India	Accepted	
3	GLOBAL SUPPLIER	AN01013579508-T	MUM HEADOFFICE	MUMBAI	India	Accepted	
4	Report generated on 19 Aug 2022 1:15:17 AM GMT-07:00						
5							
6							
7							
8							
9							

Legal Profile report generates a CSV file

Note : Enhancement to this report to include Tax ID will be released in August 2023

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