



SAP Business Network

Poland 2026 E-Invoicing mandate - Outbound

SAP Globalization Services Product Management
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Poland E-Invoicing Mandate

Official government site: [Ksef](https://ksef.gov.pl)

Timing

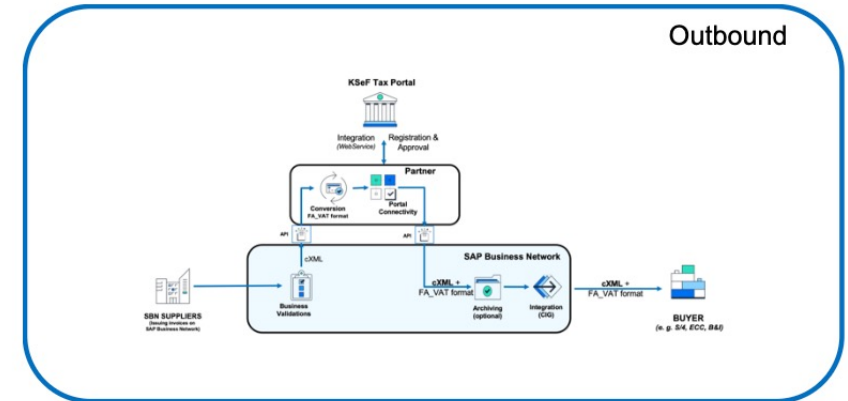
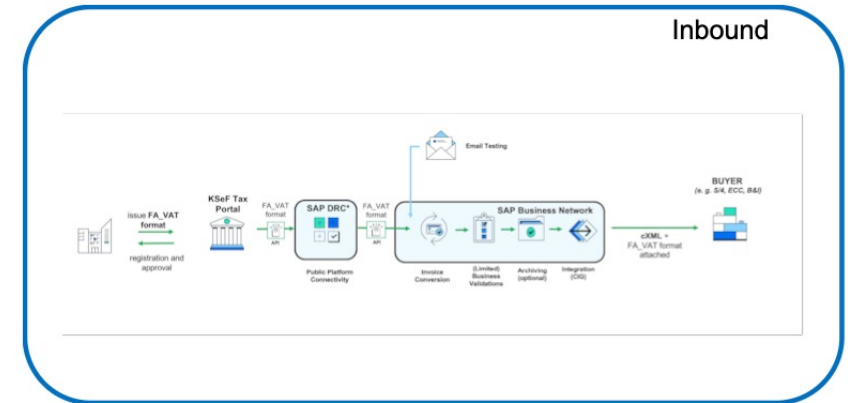
- Poland will implement an E-Invoicing mandate for B2B, planned initially for 1st January 2023 has been postponed now to
 - February 1st '2026 for all the suppliers with a turnover > PLN 200m
 - April 2026 for all the suppliers
 - January 2027 for micro business
- VAT-registered companies must create electronic invoices
- Includes Intra-community invoices, VAT- exempt and export invoices

Key Requirements

- Invoices must be created in FA xml format and cleared against the KSeF platform
- Signatures and time stamps are required
- Invoice attachments are now allowed
- Buyers shall retrieve the FA invoices from the KSeF portal from February 2026

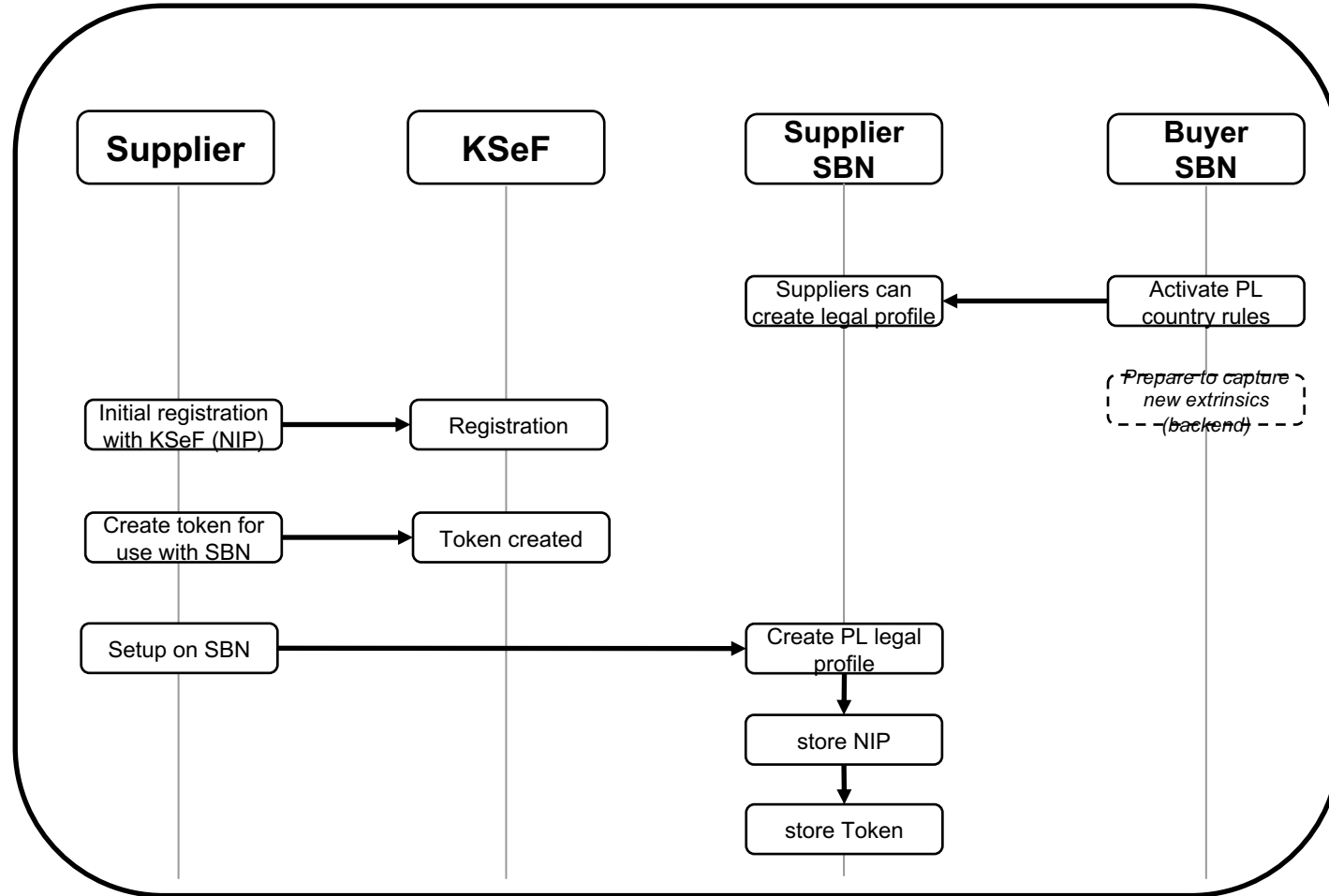
SAP Business Network Support

- Both Buyer inbound and AN supplier outbound invoice flows are considered for the SAP Business Network
- Legal Change Notification: [Poland - SAP Business Network](#)

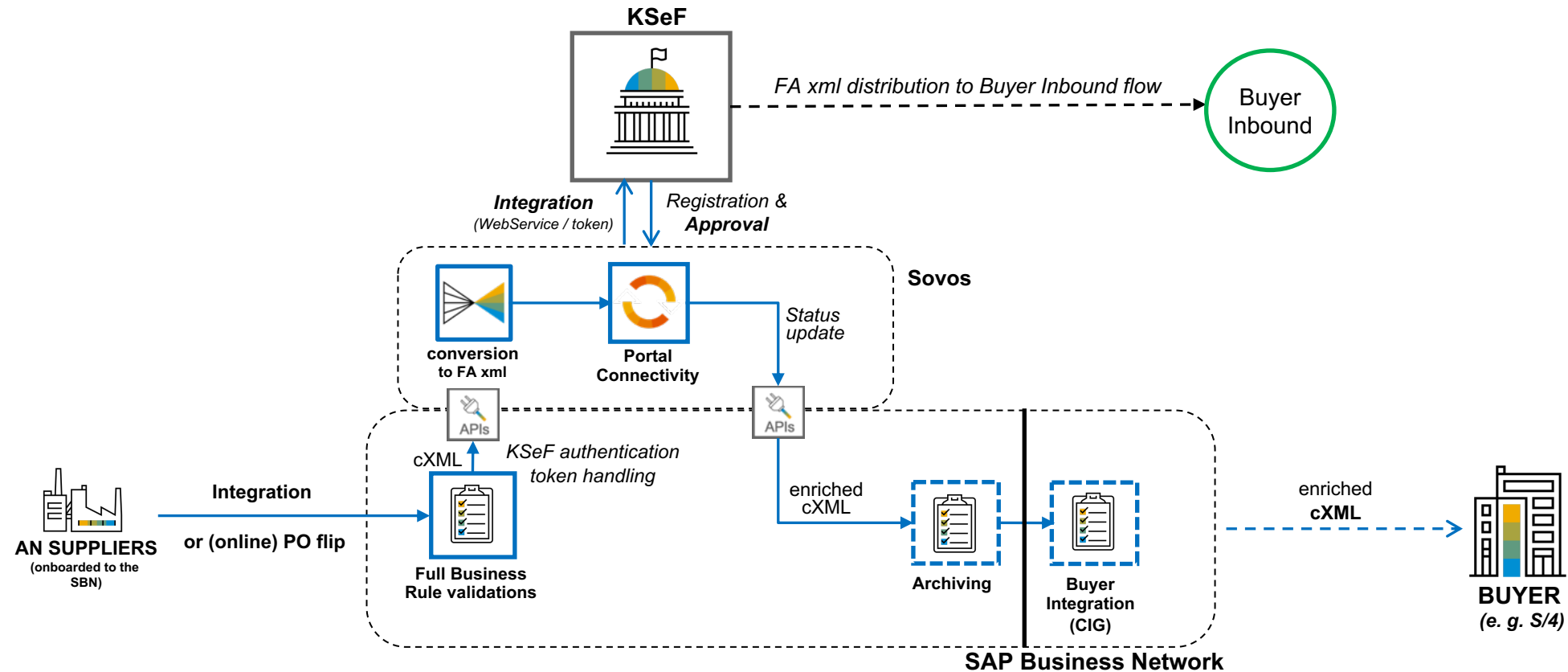


Outbound Setup tasks

- Buyers activate the Poland Business rules on SBN
- Suppliers need to have a KSeF registration (outside SBN)
- In KSeF Suppliers create a token/certificate specific for SBN usage (outside SBN)
- Suppliers create a Polish legal profile on the SBN
- Suppliers store their NIP(PL tax ID) in the legal profile
- Suppliers store the SBN-specific token/certificate in the supplier legal profile
- Suppliers are ready to transact their SBN (PO-flipped) invoices to KSeF



SAP Business Network: Target **Outbound** Flow Poland 2024



Buyer Profile Configuration

Log in to the Buyer Business Network Account and click on Manage Profile.

Click on Default Transaction Rules and maintain the following rules

- Ignore Country Based Invoice Rules should be unchecked
- If archiving is required, enable long-term invoice archiving.
- Ensure that the configure list of Customer (Sold to) Addresses with VAT IDs is maintained correctly.

Allow suppliers to send invoice attachments. ⓘ	☐
Ignore country-based invoice rules.	☐
Allow suppliers to send non-PO invoices. ⓘ	☒
Allow suppliers to send invoices with a contract reference. ⓘ	☒

Click on Country based Invoice Rules , select the country as Poland and click on Edit

- Require Supplier to send tax invoice documents : Enable
- Require Supplier to provide tax information in Invoice(Optional) : Enable
- Require Supplier to enter taxes at Item Level : Disable

Allow suppliers to create line item credit memo that exceed the invoiced amount. ⓘ	☒
Allow suppliers to create line-item credit memo without reference to an existing invoice in SAP Business Network ⓘ	☐
Require suppliers to send tax invoice documents. ⓘ	☒
Require suppliers to provide a reason for each credit memo.	☒
Allow suppliers to cancel invoices they create. ⓘ	☐

Supplier Country Configuration creation

- Supplier log into the Business Network account and open the company profile and click on additional entities.
- Supplier clicks on country configuration and click on create , select the country as Poland from the dropdown ,select the sold from address from dropdown.
- In the details screen, kindly maintain the necessary generated KSeF token/certificate in relation with the Tax Id maintained.
- Click on Save and verify that the Country Configuration Status is set as Accepted

Invoice UI (invoice submitted)

Supplier creates and submit the invoices, ensure that the invoice status and the routing status is set as sent

Open the invoice , The supplier and the customer Address will be maintained as Poland, this ensure that this is a domestic trade.

Copy This InvoicePrintDownload PDFExport cXML

DetailScheduled PaymentsHistory

Standard Invoice / Faktura

Status

Invoice: Sent

Routing: Sent

Invoice Number: TestPL_withOrgP

Invoice Date: Friday 22 Dec 2023 1:33 pm GMT+05:30

Original Purchase Order: Customer

Submission Method: Online

Origin: Supplier

Source Document: Customer Order

Subtotal:

100.00 EUR

Total Tax:

23.00 EUR

Amount Due:

123.00 EUR

REMIT TO:

PL_sup02

Postal Address:

jUnitDummy

Arkansas City, AR 71630

United States

SUPPLIER:

Poland_Legal_11

Postal Address:

Add1

Add2

20-003 Lower

Lower Silesia

Poland

BILL FROM:

PL_sup02

Postal Address:

jUnitDummy

Sunnyvale, CA 94203

United States

CUSTOMER:

AddNameSoldTo

Postal Address:

Add1

Add2

20-003 Lublin

Poland

Invoice UI (invoice submitted)

In the additional information the tax invoice number received from KSeF will be mentioned along with the timestamp with the supplier NIP and customer NIP

ADDITIONAL INFORMATION:
Tax Invoice Number: 9272f12d-10d2-4f1b-8d31-37f35def94fc
Acquisition Timestamp: 2023-12-22T06:05:48.593Z
Supplier NIP: 7593350862
Buyer NIP: 9111366217

Original Purchase Order: Customer

Line No.	Line Ref No.	Type	Part No. / Description	Customer Part No.	Qty / Unit	Unit Price	Sub Total
1	1	MATERIAL	P1 D1	CP1	10 / (10)	10.00 EUR	100.00 EUR

DETAILS

Auxiliary Part ID:
Manufacturer Part No.:
Manufacturer Name:
Country of Origin:

Tax Details:

Tax Category	Tax Rate	Tax Rate Type	Taxable Amount	Tax Amount	Tax Location	Description	Tax Regime	Exempt Detail
VAT	23%		100.00 EUR	23.00 EUR				

Date of Supply Friday 22 Dec 2023 12:00 am GMT+05:30

Subtotal: 100.00 EUR

Tax: 23.00 EUR

Tax Summary

Tax Details:

Tax Category	Tax Rate	Tax Rate Type	Taxable Amount	Tax Amount	Tax Location	Description	Tax Regime	Exempt Detail
VAT	23%		100.00 EUR	23.00 EUR				

Date of Supply Friday 22 Dec 2023 12:00 am GMT+05:30

In the attachment section, the FA XML and the Country specific PDF format will be available

Invoice Summary

Subtotal: 100.00 EUR
Total Tax: 23.00 EUR
Amount Due: 123.00 EUR

Attachment(s):

Name	Type
FA_VAT_PDF.pdf	application/pdf
FA_VAT_TestPl_withOrgF.xml	text/xml

Copy This Invoice

Print

Download PDF

Export cXML

Creating an invoice without setting up a country configuration

Create Invoice

Update

Save

Exit

Next

! You cannot create a tax invoice through SAP Business Network because you have not yet created a legal profile. Create and activate a legal profile first to ensure that the required invoice data is reported to the KSeF (Company profile >> Additional Address >> Setup Legal Profile).

▼ Invoice Header

* Indicates required field

Add to Header ▼

Summary

Invoice #:

*

TEST_NONLEGAL

Invoice Date:

*

12 Jan 2024

Service Description:

Supplier Tax ID:

Subtotal: 100.00 PLN

Total Tax: 23.00 PLN

Amount Due: 123.00 PLN

View/Edit Addresses

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