



VAT Invoicing Requirements

Last Update: April 2019

VAT rates (%)	
Standard	24
Reduced	10,14
Increased	n/a

General	In principle, for each supply or service rendered by a company a proper invoice must be issued. Invoices for tax-exempt intra-Community supplies shall be issued no later than the 15th day of the month following the month in which the goods were supplied. Invoices for supplies of B2B Services shall be issued no later than the 15th day of the month following the month in which the service was performed.
Specifics	n/a
Language of the invoices	n/a
Invoices in foreign currency	Invoices in foreign currency are to be converted into euro applying the latest official sales rate published by a commercial bank or by the European Central Bank at the time when liability to pay VAT on sales arises. However, the date of the invoice or the date when the payment has accrued is the date of the exchange rate to be used, if the VAT is assigned to the month of invoicing or to the month when the payment has accrued, within the same accounting year.

Invoicing Requirements

Date of issue
Sequential invoice number
Name and address of supplier
Local VAT number (Business ID xxxxxx-x) of supplier within domestic sales in Finland and always on documents (ref. to Business Information Act)
EU VAT-ID-No. of supplier for reverse charge supplies
EU VAT-ID-No. of supplier for intra-Community supplies
Name and address of customer
EU VAT-ID-No. of customer for reverse charge supplies
EU VAT-ID-No. of customer for intra-Community supplies
Date of supply of goods/services/payment if different from invoice date
Nature of goods supplied/services rendered
Quantity of goods supplied/extent of services rendered
Net amount per unit
Taxable amount for the VAT per VAT rate(s)
Applicable VAT rate(s)
VAT amount (no accounting of total VAT amount per VAT rate(s) is necessary, however, recommended)
VAT amount in local currency of place of supply obligatory
Amount or percentage of granted discounts
Indication that invoice relates to intra-Community supply
Indication that reverse charge applies
Indication that supply is VAT exempt

Remarks on invoices

intra-Community supplies	Veroton yhteisömyynti (AVL 72 b §) or VAT 0% Intra Community supply or ref. to Council Directive 2006/112/EC Art. 138
Triangulation	Kolmikantakauppa AVL 63 g § or Triangulation VAT 0% or Council Directive 2006/112/EC Art. 141
Reverse Charge	Käännetty verovelvollisuus or e.g. Reverse Charge, VAT Directive Art. 44
Export of goods to non-EU countries	Veroton vientimyynti (AVL 70 §) or VAT 0% Export of goods or Council Directive 2006/112/EC Art. 146
Self-billing	Itselaskutus or Selfbilling

Invoices for small amounts	Invoices for small amounts are possible up to an amount of 400 € (VAT incl.) or retailers etc.
Invoicing Requirements	Name of supplier
	Date of issue
	VAT number of supplier
	Nature of goods supplied/services rendered
	Quantity of goods supplied/extent of services rendered
	VAT amount(s) payable specified by VAT rate, or alternatively, the net price(s) per VAT rate

Input VAT refund / deduction	
Travel expenses for own staff	
Accommodation (hotel)	Yes
Meals (for own staff) during a business trip	No; e.g. VAT on breakfast, if billed separately by the hotel, is not deductible
Transportation costs (bus, train)	Yes
Taxi	Yes
Rental car	Yes (if used only for business purposes)
Fuel costs for passenger cars (gas, diesel etc.)	Yes (if used only for business purposes)
Telecommunication	Yes
Other expenses	
Entertainment expenses (for third parties e.g. customers)	No
Gifts (for third parties, e.g. customers etc.)	No