

User Manual

Aptean Food and Beverage ERP

Tax Process Handling

Product Documentation



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Release notes

Article • 1/28/2026 • 1 min read

To view what's new or changed in each release of the Aptean Tax Process Handling extension, select the specific release version.

Date	Release version	Description
January 2026	2601.0.0.0	Feature release
Novemeber 2025	2504.2.0.0	Stability release
October 2025	2504.1.0.0	Stability release
October 2025	2504.0.0.0	Feature release
September 2025	2503.0.0.0	Feature release
August 2025	2502.1.0.0	Platform release
July 2025	2502.0.0.0	Feature release
June 2025	2501.2.0.0	Stability release
March 2025	2501.1.0.0	Platform release
March 2025	2501.0.0.0	Feature release
December 2024	2401.3.0.0	Platform release
December 2024	2401.2.0.0	Platform release
December 2024	2401.1.0.0	Stability release
November 2024	2401.0.0.0	Feature release
November 2024	2301.7.0.0	Platform release
November 2024	2301.6.0.0	Stability release
October 2024	2301.5.0.0	Platform release
October 2024	2301.4.0.0	Platform release
September 2024	2301.3.0.0	Stability release
January 2024	2301.2.0.0	Stability release



December 2023	2301.1.0.0	Stability release
July 2023	1.1.101055.0	Stability release
November 2022	1.0.65160.0	Feature release



2601.0.0.0

Release Note • 1/28/2026 • 1 min read

Enhancements/Modifications

This extension has been updated to ensure interoperability with the recent changes in the Aptean EAM connector. For more information, see [Highlights of EAM, version 2601.0.0.0](#).



2504.2.0.0

Release Note • 11/26/2025 • 1 min read

Enhancements/Modifications

With this release of the Aptean Tax Process Handling extension, the translation file for the Swedish (sv-SE) language has been updated with standard texts for better readability.

Resolved issues

The following issue has been resolved in this release.

ID	Description
336548	The system fails to retain the Business Posting Type Code and Business Posting Type Description field values on the Sales Order page when the document is released. Instead, the system clears the business posting type information and triggers an error, even though the Use Business Posting Type Code field on the Business Posting Type page is configured correctly.



2504.1.0.0

Release Note • 10/22/2025 • 1 min read

Resolved issues

The following issue has been resolved in this release.

ID	Description
308172	A performance issue occurs on the Sales Order page when updating the Ship-to Code and Bill-to Customer No. field values.



2504.0.0.0

Release Note • 10/22/2025 • 1 min read

Enhancements/Modifications

With this release of the Aptean Tax Process Handling extension, dependency with the additional company VAT registration number has been removed from all triggers, including the validation of ship-to, sell-to, and bill-to codes, executing the **Load BPT Automatic** action, manual BPT validation, and document posting or release actions. The **VAT Registration No.** field value is inherited directly from the selected **Ship-to Address** field value on the **Sales Orders** page. For more information, see [Update VAT Registration Number](#).

Resolved issues

The following issue has been resolved in this release.

ID	Description
315311	An error occurs on the Sales Orders page when the Ship-to Code field value is updated with a value in the Business Posting Type Code field.



2503.0.0.0

Release Note • 9/24/2025 • 1 min read

Enhancements/Modifications

With this release of the Aptean Tax Process Handling extension, the system retains the updated **Unit Price Excl. VAT** field value when a sales order is released. This enhancement addresses the issue reported in bug ID #315266.

Resolved issues

The following issue has been resolved in this release.

ID	Description
315266	The system fails to retain the updated Unit Price Excl. VAT field value when a sales order is released. This issue arises after executing the Applied Sales Price and Discount action on the selected sales line and manually changing the Unit Price field value on the Change Applied Unit Price page.



2502.1.0.0

Release Note • 8/27/2025 • 1 min read

Enhancements/Modifications

With this release of the Aptean Tax Process Handling extension, the reference of *NoSeriesManagement* codeunit parameter has been removed from the *OnPurchPostBeforeUpdatePostingNo* event on the *PurchPostSubscriber66FDW* codeunit, to ensure compatibility with Business Central, version 27.



2502.0.0.0

Release Note • 7/2/2025 • 1 min read

Features

With the feature added in this release of the Aptean Tax Process Handling extension, the system automatically updates the posting group fields for order lines with the **Type** field value set to *G/L Account* on the **Sales Order** page based on changes to the **Ship-to** field value. This provides better consistency in tax and posting configurations during sales order entry. For more information, see [Manage business posting and posting group in documents](#). This feature addresses the issue reported in bug ID #276550.

Resolved issues

The following issues have been resolved in this release.

ID	Description
276549	The system fails to update the Business Posting Type Code field value on the Sales Order page when the Enabled toggle on the Workflow page is turned on.
276550	The system fails to automatically assign or allow manual assignment of the Business Posting Type Code field value when the line Type field value is set to <i>G/L Account</i> on the Sales Order page.



2501.2.0.0

Release Note • 6/4/2025 • 1 min read

Resolved issues

The following issue has been resolved in this release.

ID	Description
283763	The system incorrectly displays an error message when executing the Archive Document action on the Sales Order page after deleting an existing archived sales order. This issue occurs when the selected order has a business posting type code with the Usage in Purchase and Usage in Sales toggles turned on, and the Use Business Posting Type as Automatic field set to <i>If Empty</i> on the associated Business Posting Type page.



2501.1.0.0

Release Note • 3/21/2025 • 1 min read

Enhancements/Modifications

With this release of the Aptean Tax Process Handling extension, common warnings in various objects have been removed or marked as obsolete, as part of a code cleanup activity.



2501.0.0.0

Release Note • 3/12/2025 • 1 min read

Features

With this release of the Aptean Tax Process Handling extension, you can generate a payload that includes tax processing details such as the shipment method and location code during AIP events when the [Aptean Platform Integration](#) connector is used in conjunction with the Aptean Tax Process Handling extension.

Integrations

The Aptean Tax Process Handling extension has been integrated with the [Aptean Integration Platform](#) connector.



2401.3.0.0

Release Note • 12/13/2024 • 1 min read

Enhancements/Modifications

With this release of the Aptean Tax Process Handling extension, the code objects have been removed in version [2401.2.0.0](#) have been marked as removed to update the following localizations to Business Central, version 25.

- Estonia
- Finland
- Latvia
- Lithuania

This modification addresses the issue reported in bug ID #251163.



2401.2.0.0

Release Note • 12/12/2024 • 1 min read

Enhancements/Modifications

With this release of the Aptean Tax Process Handling extension, some code objects have been made obsolete to update the following localizations to Business Central, version 25.

- Estonia
- Finland
- Latvia
- Lithuania

This modification addresses the issue reported in bug ID #251163.



2401.1.0.0

Release Note • 12/11/2024 • 1 min read

Resolved issues

The following issue has been resolved in this release.

ID	Description
242431	The system incorrectly updates the VAT Bus. Posting Group fields on the Purchase Order or Sales Order page even when the associated field values are available on the Business Posting Type page.



2401.0.0.0

Release Note • 11/29/2024 • 1 min read

Enhancements/Modifications

This extension has been updated to ensure interoperability with the recent changes in the Aptean Contract Management extension. To know more, see [What's new in Contract Management, version 2404.0.0.0](#).



2301.7.0.0

Release Note • 11/28/2024 • 1 min read

Enhancements/Modifications

With this release of the Aptean Tax Process Handling extension, the intrastat-related objects, including codeunits, pages, tables, table extensions, and page extensions, have been made obsolete as they are not supported in Business Central, version 25.



2301.6.0.0

Release Note • 11/13/2024 • 1 min read

Resolved issues

The following issue has been resolved in this release.

ID	Description
245604	An error occurs when a sales order is automatically created using Microsoft Power Automate.



2301.5.0.0

Release Note • 10/3/2024 • 1 min read

Enhancements/Modifications

The code references for the following records have been removed as they are no longer supported in Business Central, version 25.

- *Intrastat Jnl. Template*
- *Intrastat Jnl. Batch*
- *Intrastat Jnl. Line*



2301.4.0.0

Release Note • 10/3/2024 • 1 min read

Enhancements/Modifications

The code references for the following records have been obsoleted as they are no longer supported in Business Central, version 25.

- *Intrastat Jnl. Template*
- *Intrastat Jnl. Batch*
- *Intrastat Jnl. Line*



2301.3.0.0

Release Note • 9/2/2024 • 1 min read

Enhancements/Modifications

With this release of the Aptean Tax Process Handling extension, modifications have been made to accommodate the following changes:

- Enhanced application interaction: Procedures have been added to enhance the application interaction, improve upgrade tag management, streamline upgrade and installation processes, and provide additional flexibility by managing upgrades on a per-company and per-database basis.
- Application area refresh: Updates have been implemented to improve the application area refresh process by integrating a new procedure into the *Enable* codeunit.
- Improved management of install and upgrade code: The *Install* and *Upgrade* codeunits have been updated to streamline the handling of installation, reinstallation, and upgrade processes, ensuring smoother transitions and minimizing disruptions during these operations.
- Centralized license management procedures: The existing license management codeunit has been modified to use centralized license management procedures, further reducing the need for application-specific adjustments.
- Enhancements have been made to update the process within the application to handle the *User Group* and *User Group Permission Set* tables. This change ensures compatibility with current and future versions of Business Central, even when the *User Group* and *User Group Permission Set* tables are deprecated.

! Note

The *User Group* and *User Group Permission Set* tables are deprecated in Business Central, version 25.



2301.2.0.0

Release Note • 1/24/2024 • 1 min read

Resolved issues

The following issue has been resolved in this release:

ID	Description
168943	Unable to edit the document lines when opening Sales and Purchase documents from the Customer/Vendor Card FactBox.



2301.1.0.0

Release Note • 12/27/2023 • 1 min read

Resolved issues

The following issue has been resolved in this release:

ID	Description
164680	An error occurs while creating an Order or Invoice from the Customer Card page when the Ship-to Code field is filled and when there is a Shipment Method Code filled in the Ship-to Code field.



1.1.101055.0

Release Note • 7/6/2023 • 1 min read

Enhancements/Modifications

Modifications were made to this extension to make it compatible with the latest version of Business Central.



1.0.65160.0

Release Note • 4/3/2023 • 2 min read

Features

Aptean **Tax Process Handling** extension helps you to manage your financial transaction. You can now perform the following activities with the features included in this release:

- Set up the Business Posting Types to automatically update posting groups on the document. For more information, see [Setup Business Posting Type](#).
- Prevent the release of the document if it has different location codes on the header and the line. For more information, see [Mismatch of Location code](#).
- To receive streamlined tax reporting, you can create a new VAT Registration number and link it to the company's contact information. For more information, see [Setup Additional Company VAT Registration Number](#).
- Link the Business Posting Type to the master data, such as Customer/Vendor and Ship-to/Order Address. For more information, see [Assign Business Posting Type to Customer/vendor](#).
This release only supports Sales Order and Invoice documents.
- Assign and view the Business Posting Type on the sales documents. For more information, see [Assign Business Posting Type in Sales Document](#).
This release only supports Purchase Order and Invoice documents.
- Assign and view the Business Posting Type on the purchase documents. For more information, see [Assign Business Posting Type in Purchase Document](#).
- Specify your own posted document series number on the business posting type page to determine which posted document has a business posting type. For more information, see [Number Series for Posted Sales and Purchase documents](#).



Introduction

Article • 4/3/2023 • 1 min read

The Aptean Tax Process Handling (EUT) extension helps you to increase the process security and transparency for financial transactions within Business Central. The Aptean Tax Process Handling extension provides the feasibility of automatically changing the posting group on the transaction. You can set up specific Business Posting Types, which will alter the posting group setting on a document. The posting group settings vary based on the Source/Destination address combination, which is impacted by the Ship-to/Order-from address change.

In addition, you can create a new VAT Registration number, and it can assign to the order when the business posting type is applied.



Setup

Article • 12/27/2024 • 1 min read

The following setups are required.

- [Manage permission sets](#)
- [Set up a business posting type](#)
- [Set up an additional company VAT registration number](#)



Manage permission sets

Article • 12/27/2024 • 3 min read

Permission sets in Business Central define a user's access level to various features and data within this extension.

We provide the following system permission sets:

- Direct
- Indirect

Direct permission sets

Users with this permission set can perform specific actions directly without requiring additional approvals or workflows. These sets include permissions to read, modify, delete, and create data.

The direct permission set ID for this extension is *TAXPROCESS66FDW*.

Indirect permission sets

Users with this permission set can perform specific actions. This is used in conjunction with other permission sets and typically involves additional conditions or approvals before an action can be completed.

The indirect permission set ID for this extension is *TAXPROCESSBASIC66FDW*.

User-defined permission sets

In addition to the system permission sets we provide, you can create new permission sets or copy system permission sets and modify or delete access to specific entities according to your requirements. For more information, see

[Assign permissions to users and groups](#).

Assign a permission set

1. Select the Search icon , enter **Users**, and then choose the related link.

The **Users** list page opens.

2. Navigate to the username for which you want to assign the permission set and select it.

The **User Card** page opens.

3. On the **User Permission Sets** FastTab, in the **Permission Set** field, enter the valid permission set for this extension.

The associated fields are automatically updated based on the entered value. The user has the necessary



permissions to use the features of the Aptean Tax Process Handling extension, ensuring secure and role-based access.



Set up a business posting type

Article • 4/3/2023 • 7 min read

In Business Central, the business posting groups is not updated automatically on the document based on the source and destination location. For example, when the customer location and ship-to address have different country/region codes, the posting group is not updated; however, you can manually change it. To support this scenario, the Tax Process handling (EUT) extension has provided the functionality to automatically change and update the posting groups.

The following procedure describes how to create a new business posting type:

1. Select the Search icon , enter **Business Posting Type** and choose the related link.
The **Business Posting Type** page opens.
2. On the action bar, click **New**.
3. Fill in the fields as necessary.
4. To set the shipment method for this business posting type, perform the following steps:

Note

The **Shipment Method Filter** acts as criteria for assigning a business posting group in the transaction.

- a. On the action bar, select **Shipment Method Filter**.
 - b. On the **Shipment Method Filter** page, enter the shipment code in the **Code** field. One or more shipment methods can be added.
 - c. In the **Description** field, enter the short description. This field is automatically filled based on the selected shipment.
5. To set the location code for this business posting type, perform the following steps:

Note

The **Location Filter** acts as criteria for assigning a business posting group in the transaction.

- a. On the action bar, select **Location Filter**.
- b. On the **Location Filter** page, enter the location code in the **Code** field. One or more location codes can be added.
- c. In the **Description** field, enter the short description. This field is automatically filled based on the selected location.



If you choose to use **Shipment Method Filter** or **Location Filter** actions, enter the lower sequence number in the **Sequence No. for Automatic Load** field.

When the country/region codes are assigned to the **Location** and/or **Shipment Method** filters on the action bar, you can view the defined shipment and location codes in the **Location and Shipment Method Filters** FactBox on the **Business Posting Type** page and the **Business Posting Type** list page.

The following fields relate to the creation page that appears when you choose to create a new business posting type.

Field	Description
General FastTab	
Code	Select the code for the business posting type.
Description	Specify the short description for the business posting type code.
Use Business Posting Type as Automatic Template	Choose one of the following options: Select ' <i>No</i> ' if you don't want the business posting type to populate automatically in the transaction. Select ' <i>If empty</i> ' if you want the business posting type to populate when if the transaction doesn't have any master data. Select ' <i>Always</i> ' if you want the business posting type to populate automatically. Among the three (<i>No</i> , <i>If empty</i> , <i>Always</i>) options, ' <i>Always</i> ' has the highest priority.
Sequence No. for Automatic Load	Specify the sequence number to assign the business posting type in the transaction. The smaller the value, the higher the priority. The highest priority is 1. [!NOTE] The sequence number is updated in this field based on the value selected in the Use Business Posting Type as Automatic Template field; however, you can enter the number appropriately.
Filter Fields FastTab	
Usage in Purchase	Specify whether the business posting type can be used in purchase transactions, vendors and order addresses.
Usage in Sales	Specify whether the business posting type can be used in sales transactions, customers and ship-to addresses.



Usage in Drop Shipment Purchase	Specify whether the business posting type can be used in transactions with at least one line item marked as a drop shipment.
Shipment Method Filter	This toggle turns on automatically when the shipment method filter is defined for the transaction posting.
Location Filter exists	This toggle turns on automatically when the location filter is defined for the transaction posting.
Source Country	Specify the code for the source country.
Destination Country	Specify the code for the destination country.
Result fields FastTab	
Gen. Bus. Posting Group	Specify the business posting group to assign automatically in the transaction.
VAT Bus. Posting Group	Specify the VAT business posting group to assign automatically in the transaction.
Customer Posting Group	Specify the customer business posting group to assign automatically in the transaction.
Vendor Posting Group	Specify the vendor business posting group to assign automatically in the transaction.
Posted Sales Invoice Nos.	Specify the code for the number series to be assigned automatically for the posted sales invoices.
Posted Sales Credit Memo Nos.	Specify the code for the number series to be assigned automatically for the posted sales credit memos. This indicator has no controlling effect.
Posted Purchase Invoice Nos.	Specify the code for the number series to be assigned automatically for the posted purchase invoices.
Posted Purchase Credit Memo Nos.	Specify the code for the number series to be assigned automatically for the posted purchase credit memos. This indicator has no controlling effect.
Apply Additional VAT Registrations	Specify if you want to assign the VAT registration number from the destination country in the Additional Company VAT Registration table.



type is entered in a transaction.



Set up an additional company VAT registration number

Article • 2/11/2025 • 3 min read

The Tax Process handling extension provides the feasibility of creating a new VAT registration number instead of using the standard VAT registration number. Based on the information provided on the **Additional Company VAT Registration Nos** page, the VAT registration number is updated on the document. This VAT is an additional VAT from the company and not from the customer, ship-to address, vendor, or order address.

The following procedure describes how to create a VAT registration number.

1. Select the Search icon , enter **Additional Company VAT Registration Nos.**, and then choose the related link.
The **Additional Company VAT Registration Nos.** list page opens.
2. On the action bar, select **New**.
The **Additional VAT Registration Nos.** page opens.
3. In the **Country/Region Code** field, select the code of the country/region. The name is filled automatically in the **Country/Region Name** field.
4. In the **VAT Registration** field, select the registration number.
5. In the **Tax Advisor Contact No.** field, select the contact number of the tax advisor. The name of the tax advisor is filled automatically in the **Tax Advisor Content** field.
6. In the **Company Address Contact No.** field, select the contact number of the company address. The name of the company is filled in automatically in the **Company Address Contact** field.
The new VAT registration number is created.



Assign Business Posting Type to Master Data

Article • 4/3/2023 • 4 min read

A user can set a default business posting type for the customer. The following procedure works in a similar way for the vendor.

1. Select the Search icon , enter **Customers**, and then choose the related link.

The **Customers** list page opens.

2. On the action bar, click **New**.

The Customer Card page opens.

3. In the **Business Posting Type Code** field, select the code for the customer. The description is filled automatically in the **Business Posting Type Description** field.

4. On the **Address & Contact** FastTab, in the **Country/Region Code** field, select the code from the lookup table.

5. In the **VAT Registration No.** field, select the customer's VAT registration number.

When entering the customer on the sales order, the default business posting type is given higher priority while selecting the business posting type for the order. If a customer is linked to the Sell-to customer in a sales document header, the business posting group from the customer is used; otherwise, the business posting type from the bill-to customer in the sales document header is used.

Note

When the **Use Business Posting Type as Automatic Template** option is selected as '_Always_' during the Business Posting Type configuration, the Business Posting Type is given a higher priority.

Assign business posting type to Ship-to address/Order Address

A user can set a default business posting type on the Ship-to address page. The following procedure works in a similar way for the customer Order Address.

1. Select the Search icon , enter **Customers**, and then choose the related link.

The **Customers** list page opens.

2. Select the required **No.** to open the **Customer Card** page.

3. On the action bar, go to **Navigate < Ship-to Addresses**.

The **Ship-to Address** List page opens.

4. Select the desired record from the list.

The **Ship-to Address** page opens.

5. On the **General** FastTab, in the **Country/Region Code** field, select the code from the lookup table.



6. Close the **Ship-to Address** page.
7. In the **Business Posting Type Code** field, select the code for the customer.
The description is filled automatically in the **Business Posting Type Description** field.
8. In the **VAT Registration No.** field, select the customer's VAT registration number.

When a user enters a different Ship-to address in the sales header of a sales document, the system will check if a different business posting group is set up for that ship-to address. These will be given preference over the business posting group assigned to the Customers.

 Note

If the location does not have a country/region code, the system will assign the country/region code from the **Company Information** page.



Manage business posting and posting group in documents

Article • 7/2/2025 • 9 min read

Assign business posting type in sales documents

The business posting type is assigned to the sales documents when they are released or posted.

The following procedure describes how the business posting type is assigned to the sales order when you release the order. The steps are similar for the sales invoice.

1. Select the Search icon , enter **Sales Orders**, and then choose the related link.

The **Sales Orders** list page opens.

2. On the action bar, click **New**.

The **Sales Order Card** page opens.

3. In the **Customer Name** field, select the name of the customer.

4. On the **Shipping and Billing** FastTab, in the **Ship-to** field, select the address that the products are shipped.

5. On the **Line** FastTab, select the line that you want to process.

The source country is determined based on the Location Code entered in the sales lines. If the Location Code is blank, the source country is determined from the Company Information.

The destination country is determined based on the Ship-to code. The Sell-to code is used as the destination country if the Ship-to address field is left empty. The Bill-to country code is taken into consideration as the destination country if both Sell-to (the country of the client) and Ship-to are left blank.

6. On the action bar, select **Release > Release**.

A dialog box appears, and the following message appears:

If you change VAT Bus. Posting Group the existing sales lines will be deleted and new sales lines based on the new information on the header will be created. Do you want to continue?

7. Select **Yes** to confirm.

A dialog box appears, and the following message appears:

If you change Gen. Bus. Posting Group, the existing sales lines will be deleted and new sales lines based on the new information on the header will be created. Do you want to continue?

8. Select **Yes** to confirm.

The following fields are updated accordingly to the sales order based on the source and destination country:

- Business Posting Type Code
- Business Posting Type Description
- Gen. Bus. Posting Group
- VAT. Bus. Posting Group



- Customer. Bus. Posting Group

Note

- When you include order lines and then modify the **Ship-to** field value, the system updates the business posting type. Similarly, when you release or post the order or invoice, the system revalidates and updates the business posting type as needed.
- When you include order lines with the **Type** field value set to *G/L Account* and then modify the **Ship-to** field value, the **Gen. Bus. Posting Group** and **VAT. Bus. Posting Group** field values are updated on the **Sales Order** page.
- When you modify the **Ship-to** field value and then include order lines with the **Type** field value set to *G/L Account* and *Item*, the **Gen. Bus. Posting Group** and **VAT. Bus. Posting Group** field values are updated on the **Sales Order** page.

9. On the action bar, select **Release** > **Release**.

Assign business posting type in purchase documents

The following procedure describes how the business posting type is assigned to the purchase order when you release the order. The steps are similar for the purchase invoice.

1. Select the Search icon , enter **Purchase Orders**, and then choose the related link.
The **Purchase Orders** list page opens.
2. On the action bar, click **New**.
The **Purchase Order Card** page opens.
3. In the **Vendor Name** field, select the name of the vendor.
4. On the **Shipping and Billing** FastTab, in the **Ship-to** field, select the address to which the products must be shipped.
5. On the **Lines** FastTab, select the line that you want to process.
6. On the **Alternate Vendor Address Code** field, select the Vendor's order address.
The source country is determined based on the Order Address country code. The Vendor Country code is used as the source country if the country code on the Order Address field is blank.
The destination country is determined based on the Location Code entered in the purchase header. If the location code from both the header and line level is blank, the Ship-to Country code from the company information is used as the destination country.
A dialog box appears, and the following message appears:
If you change VAT Bus. Posting Group the existing sales lines will be deleted and new purchase lines based on the new information on the header will be created. Do you want to continue?
7. Select **Yes** to confirm.
A dialog box appears, and the following message appears:



If you change Gen. Bus. Posting Group, the existing sales lines will be deleted and new purchase lines based on the new information on the header will be created. Do you want to continue?

8. Select **Yes** to confirm.

The following fields are updated accordingly to the sales order based on the source and destination country:

- Business Posting Type Code
- Business Posting Type Description
- Gen. Bus. Posting Group
- VAT. Bus. Posting Group
- Vendor. Bus. Posting Group

9. On the action bar, select **Release** > **Release**.

Visibility of the business posting type on the posted sales and purchase documents

When you have posted the sales or purchase document, the information on the order is inherited and displayed on the posted document. Likewise, you can view the business posting group values in the respective fields.

The following procedure describes the visibility of the business posting type on the posted sales invoice. This procedure works the same way for posted purchase invoice.

1. Select the Search icon , enter **Sales Orders**, and then choose the related link.

The **Sales Orders** list page opens.

2. On the action bar, click **New**.

The **Sales Order Card** page opens.

3. On the **General** FastTab, in the **Customer Name** field, select the desired record.

4. On the **Lines** FastTab, fill in the necessary fields.

5. On the action bar, select **Release** > **Release**.

(or)

6. Alternatively, on the **Shipping and Billing** FastTab, in the **Ship-to** field, select the alternative address.

The change of Ship-to address automatically updates the Business Posting Type based on the selected source and destination country.

7. On the action bar, select **Posting** > **Post**.

The assigned Business Posting Type code and corresponding description are visible on the posted sales order.



Update VAT Registration Number

Article • 10/22/2025 • 5 min read

To update the **VAT Registration No.** on sales and purchase documents, ensure that the **Business Posting Type** field value exists with the **VAT Registration Apply Additional** toggle is turned on.

The reference to the **Additional Company VAT Registration No.** field value has been removed from all triggers, including the validation of ship-to, sell-to, and bill-to codes, execution of **Load BPT Automatic** action, manual validation, and during document posting or release actions. If the selected customer or ship-to address does not have a **VAT Registration No.** field value, the field remains blank. This behavior is consistently applied across related VAT entries.

Mismatch of Location code

The system updates the business posting type in the document based on the source country and destination country. If the **Equal Location Code in Document Header** toggle for the selected business posting type is turned on during [Business Posting Type Setup](#), the system will verify that the Location Code on the header matches the lines when you release the sales or purchase document.

If the Location Code in the header does not match the value in the lines, you'll get an error message, and then the release of the document is blocked.

Number Series for Posted Sales and Purchase document

A dedicated No. Series can be set up for posted documents linked to the specified Business Posting Type. This helps you to distinguish a posted document with a business posting type from other posted documents.

The following procedure describes how a dedicated number series is used on the sales order while posting. This procedure works the same way for sales invoice and purchase order/invoice.

1. Select the Search icon , enter **Sales Orders**, and then choose the related link.

The **Sales Orders** list page opens.

2. On the action bar, click **New**.

The **Sales Order Card** page opens.

3. On the **General** FastTab, in the **Customer Name** field, select the desired record.

4. On the **Lines** FastTab, fill in the necessary fields.

5. On the **Shipping and Billing** FastTab, in the **Ship-to** field, select the alternative address.

The change of Ship-to address automatically updates the Business Posting Type based on the selected source and destination country.



6. On the action bar, select **Posting > Post**.

The posted sales order is assigned a number series defined based on the Business Posting Type.

Business Posting Type Code Change Log Entries on sales and purchase document

You can delete or change the business posting type assigned on the sales and purchase documents.

The following procedure describes how to delete/change the Business Posting Type assigned on the sales order. This procedure works the same way for sales invoice and purchase order/invoice.

1. Select the Search icon , enter **Sales Orders**, and then choose the related link.
The **Sales Orders** list page opens.
2. On the action bar, click **New**.
The **Sales Order Card** page opens.
3. On the **General** FastTab, in the **Customer Name** field, select the desired record.
4. On the **Lines** FastTab, fill in the necessary fields.
5. On the **Shipping and Billing** FastTab, in the **Ship-to** field, select the alternative address.
A **Business Posting Type** is applied to the Sales Order.
6. In the **Business Posting Type Code** field, select the AssistEdit button.
The **Document BPT Code Change Log Entries** page opens.
7. On this page, perform the following procedure to change or delete the business posting type:
 - a. To delete the assigned business posting type, select **Initialize BPT Code**.
 - b. To change the business posting type and update the new Business Posting Type based on the Source or Destination country, select **Load BPT Code Automatically**.



Integrations

Article • 3/13/2025 • 1 min read

The Aptean Tax Process Handling extension has been integrated with the following extension:

- [Aptean Integration Platform](#)



Aptean Integration Platform

Article • 3/12/2025 • 1 min read

When the Aptean Tax Process Handling extension is used in conjunction with the [Aptean Integration Platform](#) connector, you can generate a payload that includes tax processing details such as the shipment method and location code during AIP events.

