

Microsoft Dynamics 365
Business Central

Guatemala Localization



Guatemala Localization is a solution developed by AlfaPeople, specifically designed to meet Guatemala's tax requirements. This solution streamlines configuration within Dynamics 365 Business Central, enabling administration, calculation, and reporting of tax and accounting information while ensuring compliance with SAT (Superintendence of Tax Administration) regulations.

This document details the functionalities covered by the Guatemala localization for Business Central. Any requirements not mentioned here are not included in the current scope of the Guatemala localization.

At AlfaPeople, we are committed to delivering the best solutions to our clients. As leaders in Latin America in the design of business solutions, including localizations for different countries, our experience and dedication to quality allow us to provide a solution that not only meets legal requirements but also enhances the efficiency and productivity of your organization.



Architecture

Our Guatemala localization for Dynamics 365 Business Central is part of a comprehensive end-to-end localization solution for Latin America. It can be implemented independently in an exclusive tenant for Guatemala, or jointly with other localizations in the region within the same tenant, enabling centralized management of multi-country operations in a single instance of Business Central.

It is developed on the international version (W1), ensuring a flexible, standardized architecture aligned with global best practices.

Unlike other localizations, our solution can be

implemented either independently or integrated with other localizations in the same tenant, reducing operating costs, simplifying administration, and accelerating financial consolidation processes.

Key Benefits

- **Regulatory compliance:** Ensures that your company complies with the latest tax and accounting requirements established by SAT.
- **Seamless integration:** It natively integrates with Dynamics 365 Business Central, delivering a consistent and streamlined user experience, ensuring the correct functioning of BC's standard functionalities.
- **Operational efficiency:** Automates tax and accounting processes, reducing manual workload and minimizing human error.
- **Reporting:** Facilitates access to reports, providing the necessary information for control and decision-making.
- **Continuous updates:** AlfaPeople ensures that the solution is always up to date with the latest regulatory changes.
- **Local support:** As a leader in Latin America, we offer specialized support and in-depth knowledge of local regulations.

| PROCESS | FUNCTIONALITY | DESCRIPTION |
|-------------------|--|---|
| Location Settings | Type of ID | Definition of the types of identification to be used in customers and suppliers. |
| Location Settings | No. ID | Assignment of identification numbers to customers and vendors. |
| Location Settings | Type of taxpayer | Defines the tax classification for customers and vendors. |
| Location Settings | Departments | States, cities, and postal codes. |
| Location Settings | Chart of Accounts | Accounting accounts with the possibility of code approval. |
| Location Settings | Exchange rate update from the Central Bank | Integration with the Central Bank web service to automatically update the exchange rate according to the defined currency code. |
| Location Settings | Affiliation to VAT issuer | Configurable field to issue electronic invoice. |
| Location Settings | Types of Legal Documents | Document type that allows you to control the nature, module and serial number. |
| Location Settings | Establishment | Points of sale for invoice issuance. |
| Process | Foreign currency revaluation process | Revaluation of accounts receivable, accounts payable, and bank balances in foreign currency at the end of each month, with automatic posting of the adjustment. |
| Taxation | VAT withholding on purchase invoices | Setting up parameters and defining ledger accounts for calculating VAT withholding on purchase invoices. |
| Taxation | VAT withholding on sales invoices | Setting up parameters and defining ledger accounts for calculating VAT withholding on sales invoices. |

| PROCESS | FUNCTIONALITY | DESCRIPTION |
|-----------------------------|---|--|
| Taxation | Withholding income tax on purchase invoices | Setting up parameters and defining ledger accounts for the calculation of income tax withholding on purchase invoices. |
| Taxation | Withholding income tax on sales invoices | Setting up parameters and defining ledger accounts for the calculation of income tax withholding on sales invoices. |
| Taxation | IDP: Oil Distribution Tax | Setting up percentages and defining ledger accounts for the calculation of the IDP. |
| Documents | Invoice Small Taxpayers in purchases | Invoice that does not calculate VAT |
| Electronic invoicing | Control for registration of final consumer invoices | Validation that controls amounts greater than Q2,801 so they are considered electronic tax documents under FEL technology. |
| Electronic invoicing | Technology Provider Connection Integration Infile | Integration with Infile technology certifier. |
| Electronic invoicing | List of phrases for Affiliation taxes | List of tax phrases used to issue electronic invoices. |
| Electronic invoicing | FACT Electronic Bill of Sale | Main electronic tax document for the purchase and sale of goods and services. |
| Electronic invoicing | FCAM Electronic Exchange Invoice | Electronic tax document similar to the invoice, but with security title effects. |
| Electronic invoicing | FESP Electronic Special Invoice | Electronic tax document used for purchases from suppliers, with security title controls. |
| Electronic invoicing | NDEB Electronic Debit Note | Electronic tax document that allows registering additional debits on invoices already issued, including interest and penalties |
| Electronic invoicing | NCRE Electronic Credit Note | Electronic tax document used to cancel or correct a previously issued electronic invoice. |

| PROCESS | FUNCTIONALITY | DESCRIPTION |
|-------------------------|--|---|
| Inquiry / Report | Daybook | Official books required to be filed in Guatemala. |
| Inquiry / Report | Ledger | Official books required to be filed in Guatemala. |
| Inquiry / Report | Financial Statements Book or Balance Sheet Book | Official books required to be filed in Guatemala. |
| Inquiry / Report | Cash Flow Statement | Official books required to be filed in Guatemala. |
| Inquiry / Report | Statement of Changes in Equity | Official books required to be filed in Guatemala. |
| Inquiry / Report | Inventory Book | Official books required to be filed in Guatemala. |
| Inquiry / Report | Sales Book | Official books required to be filed in Guatemala. |
| Inquiry / Report | Purchases Book | Official books required to be filed in Guatemala. |
| Inquiry / Report | Bank Reconciliation Report | Official books required to be filed in Guatemala. |
| Inquiry / Report | Revaluation Report of Accounts Receivable, Accounts Payable, and Bank Balances in Foreign Currency | Official books required to be filed in Guatemala. |
| Inquiry / Report | Inventory Report for Sale Stock | Official books required to be filed in Guatemala. |

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✉ info@alfapeople.com

🌐 www.alfapeople.com