

A tax reference might be mandatory to submit your invoice via the Coupa Supplier Portal if you select one of the VAT Zero Tax Rate options hereby:

- 0% Reverse Charge & VAT amount 0.00
- Exempt & VAT amount 0.00

Option 1: Selecting 0% Reverse Charge VAT Rate

In this case, providing a tax reference value is not mandatory but **highly recommended**. If you leave this field empty, the invoice will be pending approval until Airbus Financial team manually reviews and approves it.

The screenshot shows the Coupa Supplier Portal interface for a purchase order line. The line item is 'STAND,LAPTOP RIS' with a quantity of 1.000 and a price of 32.15. The VAT Rate is set to '0% Rev' and the VAT Amount is 0.00. The Tax Reference field contains the letter 'A', and a dropdown list of tax reference values is displayed below it. A callout box points to the dropdown list with the text: 'Start entering text to see the list of available tax reference values*'. The list includes several entries such as '[CR262-GB] Zero-rated Intra-community supply of goods - Article 138 of EC Directive 2006/112 - [CR262-GB] Zero-rated Intra-community supply of goods - Article 138 of EC Directive 2006/112' and '[RC196-FR] Service B2B European supplier, reverse-charge by the customer - Article 196 of EC Directive 2006/112 - [RC196-FR] Service B2B European supplier, reverse-charge by the customer - Article 196 of EC Directive 2006/112'.

* The list of the available Tax reference values have been validated by Airbus Tax Managers and will be displayed based on your company country VAT ID. Not finding the tax reference value used by your company? Please contact [Customer Care](#) to request a new value creation

Supplier Quick Reference Guide #8

Tax reference management

English



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Need Support?

► +33 1 57 32 48 95 - Option 3 for Click n'Buy
(Monday-Friday, Business working hours CE(S)T)

► support.customercare@airbus.com

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Option 2: Selecting Exempt VAT Rate

In this case, providing the tax reference value **is mandatory**. If you leave the **tax reference field empty** while completing the invoice data, you **won't be able to submit the invoice** until a tax reference value is selected.

Item Type	Description	Qty	UOM	Price	
	STAND,LAPTOP RIS	1.000	Each	32.15	32.15

PO Line	Contract	Period	Supplier part number
C000000087-1	PJM_GUERNSEY_US_PUNK		FEL8038401

Taxes

VAT Rate	VAT Amount	Tax Reference
Exempt	0.00	A

Start entering text to see the list of available tax reference values *

- [EX261-FR] Organisme d'utilité générale, exonération de TVA - Article 261-7 du Code Général des Impôts - [EX261-FR] Organisme d'utilité générale, exonération de TVA - Article 261-7 du Code Général des Impôts
- [EX156-FR] Zero-rated Customs regime - Article 156 & 161 of EC Directive 2006/112 - [EX156-FR] Zero-rated Customs regime - Article 156 & 161 of EC Directive 2006/112
- [EX262-FR] Zero-rated International airlines - Article 148(f) of EC Directive 2006/112 - [EX262-FR] Zero-rated International airlines - Article 148(f) of EC Directive 2006/112
- [EX146-FR] Zero-rated Exportation supply of goods - Article 146 of EC Directive 2006/112 - [EX146-FR] Zero-rated Exportation supply of goods - Article 146 of EC Directive 2006/112
- [EF277A-FR] Entrepôt fiscal Airbus délivré le 8 juin 2004 par décision ministérielle, suspension de TVA - Article 277 A.1.2° e du Code Général des Impôts - [EF277A-FR] Entrepôt fiscal Airbus délivré le 8 juin 2004 par décision ministérielle, suspension de TVA - Article 277 A.1.2° e du Code Général des Impôts
- [CR275-FR] Achats en franchise - Article 275 du Code Général des Impôts - [CR275-FR] Achats en franchise - Article 275 du Code Général des Impôts

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