

EUROCONTROL



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**Central Route
Charges Office**

FACT

**MULTILATERAL ROUTE CHARGES AND TERMINAL
CHARGES BILLS AND CREDIT NOTES**

Version 1.8

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FILE DESCRIPTION

Effective: November 2016

DISCLOSURE:

In reference to Articles 3 (Confidentiality and security) and 4 (Use of the information) of the ETNA Service Level Agreement, EUROCONTROL draws your attention on the following restrictions:

- 1) The data shall be considered as confidential, unless such information is either:
 - a) declared non confidential by EUROCONTROL,
 - b) known by the ETNA User prior to its disclosure by EUROCONTROL and not subject to restriction on disclosure,
 - c) rightfully received by the ETNA User from a third party without restriction on disclosure,
 - d) publicly available other than as a result of any act or omission of the ETNA User.
- 2) Otherwise disclosure to third parties is strictly prohibited even after the Agreement has been terminated.

The ETNA User shall not use the information for any other purposes. In particular they shall not be used for commercial purposes or with the aim of obtaining an unfair advantage.

1. General description

- The file is a text file , with can be read by standard spreadsheet application such as Excel.
- The file is composed of a variable number of records, each of variable length.
- The first line is a headings line, with the label of each field.
- Records are terminated by the pair of characters “CR/LF” (Carriage Return / Line Feed).
- The maximum length of a record (without the record terminator) is 266 characters.
- Fields are separated by a semicolon.
- Amounts are represented with 2 decimal digits. The decimal separator is the comma (,). If they refer to credit notes, they are presented as negative amounts.
- Sorting key:
 1. category of bill :
 - charge bills first
 - then charge credit notes
 - then interest bills / credit notes (mixed)
 2. user number
 3. month
 4. bill order number.

1.1. En-Route Charges

The file is named FACTxx.txt where xx is the billing zone identification used in CRCO. Example : FACT01.txt for Belgium.

In the description of the file for en-route charges (see below), the expression “charge area” refers to a billing zone.

1.2. Terminal Charges

The file is named FACT_Axxyy.txt, where xxyy is the Terminal Charge System code used in CRCO. Example: FACT_ALE10.txt for Spanish Approach charges.

In the description of the file for terminal charges (see below), the expression “charge area” refers to a terminal charge system.

Note that for Terminal Charges there can more than one VAT code applicable to the same bill. Such bills are represented by several lines in the file.

2. Detailed description of a line

Field Nr.	Alpha/ Num.	Max Length	Description	Detail
1	N	6	User number	CRCO User Number
2	A	20	User name	Name of the User billed (abbreviated legal name)
3	A	80	User legal name	The full legal (official) name of the User billed, as known by the CRCO; blank if not known.
4	A	3	ICAO code of the user	ICAO designator for the User billed, when available; otherwise blank. If the User has several ICAO codes, this field contains the code identified as the "principal" code by the CRCO.
5	A	20	User VAT or Fiscal number	VAT or Fiscal number of the User billed when available; otherwise blank.
6	A	6	Flight Month	- Flight month of the bill (bills or credit notes) - Billing period (interest bills or credits) Format YYYYMM, where YYYY is the year and MM the month (Jan=01).
7	N	2	Pro forma number	Bill order number for user and flight month. For a credited charge, this is the pro forma number of the original (claimed) bill.
8	N	6	User claim number	CRCO-assigned Claim Number (if applicable). This number uniquely identifies the claim in the CRCO database. - Applicable only for type 'CA' - otherwise 0 (zero)
9	A	2	Type of bill	<ul style="list-style-type: none"> • FB : bill for en-route or terminal charges • CA : credit on an en-route or terminal charge bill • IB : bill for interest on late payment • CI : credit for interest on late payment
10	N	13	Global amount	<p>Total amount <u>billed or credited</u> in the charge area concerned.</p> <ul style="list-style-type: none"> • Route charges: includes national and administrative charges (but not exempted amounts) and includes VAT. • Terminal charges: includes national (non-exempted) amount and VAT. • Interest: total interest billed or credited. <p>In format S9(9),99</p>

Field Nr.	Alpha/ Num.	Max Length	Description	Detail
11	A	1	Debit or Credit Indicator	Identifies the accounting nature of the amount : 'D' : debit, applicable to charge bills and interest bills 'C' : credit, applicable to credit notes and interest credit notes
12	N	13	National Charge billed in the charge area concerned	Amount of route or terminal charges on the bill, excluding VAT, for the relevant VAT code. In format S9(9),99 - Always 0 (zero) for interest bills and interest credit notes
13	N	13	Administrative Charge billed in the charge area concerned	Amount of administrative charges on the bill, excluding VAT, for the relevant VAT code. In format S9(9),99 - Always 0 (zero) for terminal charges bills and credit notes, and for interest bills and interest credit notes
14	N	13	VAT on the National Charge billed in the charge area concerned	In format S9(9),99 - Always 0 (zero) for interest bills and interest credit notes
15	N	13	VAT on the Administrative Charge billed in the charge area concerned	In format S9(9),99 - Always 0 (zero) for terminal charges bills and credit notes, and for interest bills and interest credit notes
16	N	13	National Charge exempted in the charge area concerned	Amount of exempted route or terminal charges, excluding VAT, for the relevant VAT code. In format S9(9),99 - Always 0 (zero) for interest bills and interest credit notes
17	N	13	Administrative Charge exempted in the charge area concerned	Amount of exempted administrative charges, excluding VAT, for the relevant VAT code. In format S9(9),99 - Always 0 (zero) for terminal charges bills and credit notes, and for interest bills and interest credit notes
18	N	13	VAT on the National Charge exempted in the charge area concerned	VAT on exempted route or terminal charges that would have been invoiced if the charges were not exempted. In format S9(9),99 - Always 0 (zero) for interest bills and interest credit notes

Field Nr.	Alpha/ Num.	Max Length	Description	Detail
19	N	13	VAT on the Administrative Charge exempted in the charge area concerned	VAT on exempted administrative charges that would have been invoiced if the charges were not exempted. In format S9(9),99 - Always 0 (zero) for terminal charges bills and credit notes, and for interest bills and interest credit notes
20	A	2	ICAO Country code	Nationality code of the User
21	A	20	Country label	Label corresponding to the nationality code of the User
22	N	5	VAT rate	In format 99,99 For type 'FB' / 'CA'
23	A	2	VAT code	<ul style="list-style-type: none"> • NA: Amount not subject to VAT. • VT: VAT amount to be paid • EX: VAT Exempted • RC: Reverse charge mechanism applies • RX: RC + EX : Reverse charge mechanism applies but the service is exempted from VAT • NE: Place of supply is outside the European Union • NT: Place of supply is outside Canarias (code specific to IGIC Canarias)
24	A	20	Bill or Credit Note Reference	Reference of the bill or credit note, as printed on the document. For types 'FB'/'CA'/'FI'/'CI'.
25	A	20	VAT Document Reference Number	The Reference Number of the VAT Invoice or VAT Credit Note issued on behalf of the Service Provider. Only for type 'FB' / 'CA'.
26	A	20	Original VAT Document Reference Number	For a credited charge: the Reference Number of the original VAT Invoice issued on behalf of the Service Provider (if any). Only for type 'CA'

3. Changes since version 1.7

The following changes have been brought between the previous version and this version:

1. The files are now also defined for Terminal Charge Systems.
2. The legal name of the user is now provided.
3. Fields "Bill or Credit Note Reference", "VAT Document Reference" and "Original VAT Document Reference" have been added at the end of the file.