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Mandatory e-invoicing in Poland – KSeF

An expert guide authored by Pagero

KSeF in a nutshell

The National System of e-Invoices (KSeF) is used for issuing, accessing, receiving and storing invoices. It also assigns an identification number to every invoice. It provides analysis, validation and control of the correctness of data. There is also a possibility in the system to grant, change and withdraw access to KSeF, which will generate a notification for the user.

On July 1, 2024, KSeF will become mandatory for all entrepreneurs running a business in Poland.

What to keep in mind?

Can you handle inbound e-invoices in the PL local XML format, or would you like to have them converted? It is time to start preparing for it. E-invoicing will definitely improve the quality and visibility of your data.

Remember that, during the transition phase, the buyers must give a formal consent to the supplier to receive invoices through KSeF. It will still be possible to send the documents in multiple flows simultaneously, and there might be different processes for B2B and domestic/cross-border flows. Foreign customers can access KSeF, but it is unlikely to become popular due to the Polish-specific and complex format.



KSeF – what lies ahead:

- ✓ Only structured e-invoices in FA_VAT format
- ✓ The invoice must be issued and received via KSeF
- ✓ Access to KSeF requires authentication
- ✓ Archiving – automatic storage for 10 years



What do I need to comply with?

E-invoicing: B2B domestic invoices must be issued electronically, exchanged between the trading parties, and communicated in real-time with the Ministry of Finance.

Structured invoices: Invoices issued via KSeF have to be structured electronic invoices (XML format), consistent with the logical structure of FA (2) e-invoice published by the Ministry of Finance.

KSeF ID: The identification number, which KSeF will assign, validates the issued invoice as an invoice in terms of law. This ID is crucial when it comes to any corrective invoices or other documents related to the original one.

When do I need to comply?

Currently: In the voluntary e-invoicing phase of KSeF, a recipient's consent is required for validation for tax purposes.

July 2024: KSeF becomes mandatory for all entrepreneurs with a registered office or permanent place of business in Poland.

January 2025: KSeF also becomes mandatory for taxpayers exempt from VAT. Sanctions for non-application of the mandatory KSeF come into force.

A man with short grey hair, wearing a light blue button-down shirt and a brown belt, stands with his arms crossed, looking out a large window. The window shows a blurred cityscape. The image is on the left side of the page, with a white background on the right.

What benefits will KSeF bring to you?

The main advantage of KSeF lies in the seamless automation of internal processes and in the manual task optimization. The system offers precise control over operations and enhances risk management through improved data availability and accuracy. It ensures secure handling of sensitive data, as well as sustained resilience during unexpected events and remote work scenarios. Moreover, it facilitates effortless compliance and swift adaptation to local regulatory requirements. Beyond efficiency gains, there is also a compelling opportunity for sustainability, which can be achieved by reducing the eco-footprint, minimizing paper usage, and cutting down on carbon emissions.

The main advantages

- ✓ **Security:** The invoice will remain in the government's database and will never get damaged or lost, so there will be no need for issuing duplicates.
- ✓ **Acceleration of turnover:** Suppliers will always be sure that the invoice has been received by the contractor.
- ✓ **Streamlined error handling**
- ✓ **Less data to be sent:** No need to send the structure of the Uniform Control File (JPK).
- ✓ **Improved vendor master data**
- ✓ **Reduction of errors**
- ✓ **Convenience:** E-invoices will be issued according to one template, making them very easy to use.
- ✓ **Increased control**
- ✓ **Fewer obligations:** Invoices will be kept by the administration for a period of 10 years, so for the period in which most tax liabilities expire.
- ✓ **Standardization:** Mutual settlements and invoice booking will become much easier in the KSeF system.

Challenges related to KSeF

KSeF is the next step in the digitalization and automatization of business processes in Poland (after the introduction of Peppol for B2G in 2019) and will bring many benefits to entrepreneurs. The National System of e-Invoices will be used to send invoices electronically – thus, Poland is ultimately moving away from paper invoices. Nevertheless, it is worth being aware of the challenges related to KSeF.

KSeF will not support some areas, such as receiving incoming invoices from foreign contractors, sending attachments or distributing invoices to recipients. Those flows will also have to be appropriately taken care of outside of it. Moreover, KSeF will only cover invoices, while every organization uses multiple business document types daily, such as order confirmations or dispatch advices. Introducing the mandatory use of KSeF will undoubtedly require several organizational changes. That is why choosing a service provider that can help with all these aspects is advisable to make this process much more efficient.



What you need to consider

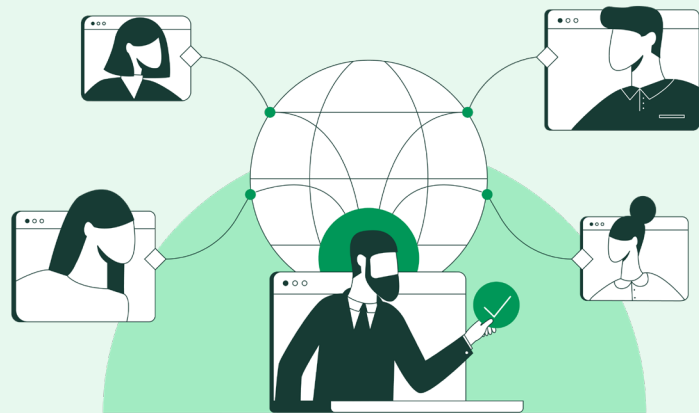
- How do you produce invoices today, what needs to change?
- Can you handle FA_VAT format yourself or should a service provider do it for you?
- Do you only need support in Poland, or also in other countries in which you operate?
- What kind of support do you need from a service provider?

How to integrate with KSeF?

For a seamless transition to e-invoicing and the integration with KSeF, you need to decide on the change management process. Do you have the resources and tools to make it on your own, or do you need external help to support you?

If it is the latter, you need to select a service provider that will meet all your objectives and technical requirements. Thus, make sure of the service provider's ability to provide operational scalability, interoperability, global reach, and a smooth integration process, while also fulfilling the CTC regulations and offering support in areas excluded in KSeF (mentioned above).

Pagero Network – easy integration with any system



- ✓ Multi-ERP support
- ✓ 120+ supported standard formats
- ✓ Line-level and accurate data



KSeF e-invoicing with Pagero

Send and receive e-invoices via KSeF and comply with the upcoming Polish e-invoicing mandate by connecting your business to Pagero's open, cloud-based network.

With Pagero's cloud-based e-invoicing solutions, you can achieve fully automated financial document flows directly between company ERP systems. Pagero Network connects you to hundreds of e-document networks and government platforms (such as KSeF in Poland) all around the world.

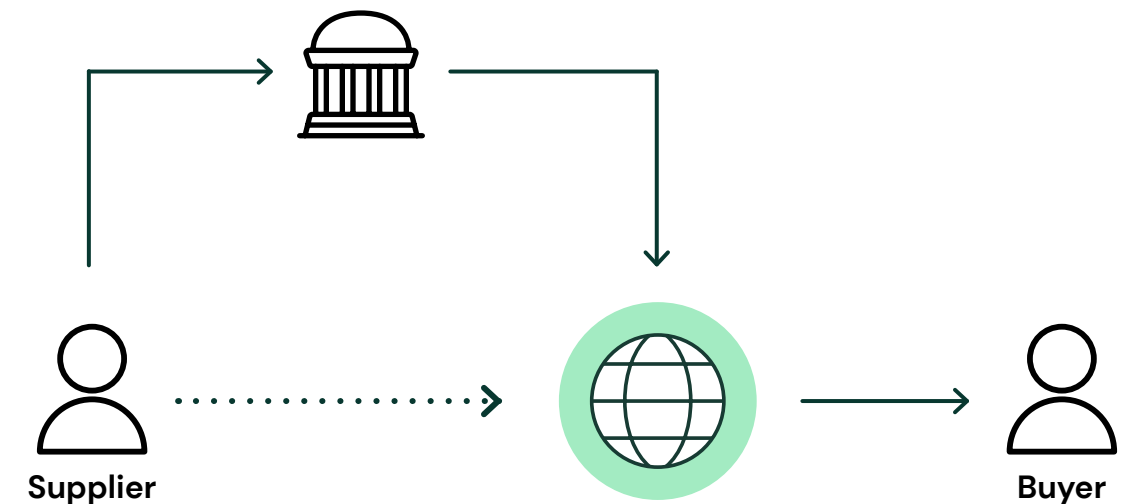
Why choose Pagero?

- ✓ We can help you send and receive all your domestic and cross-border invoices with a single connection.
- ✓ We seamlessly integrate with any ERP or Workflow system and have a network of partners specialized in Pagero and ERP systems, e.g. SAP, Oracle, Microsoft, IFS, and more.
- ✓ We don't just focus on compliance - with us you can achieve fully digital flows for both the Accounts Receivable and Accounts Payable processes.
- ✓ We are compliant in 70+ markets, with customers in 140+ countries. Leading global companies, e.g. HPE, Johnson & Johnson, ABB and Microsoft, use Pagero's solution.

[Find out more](#)

ACCOUNTS PAYABLE

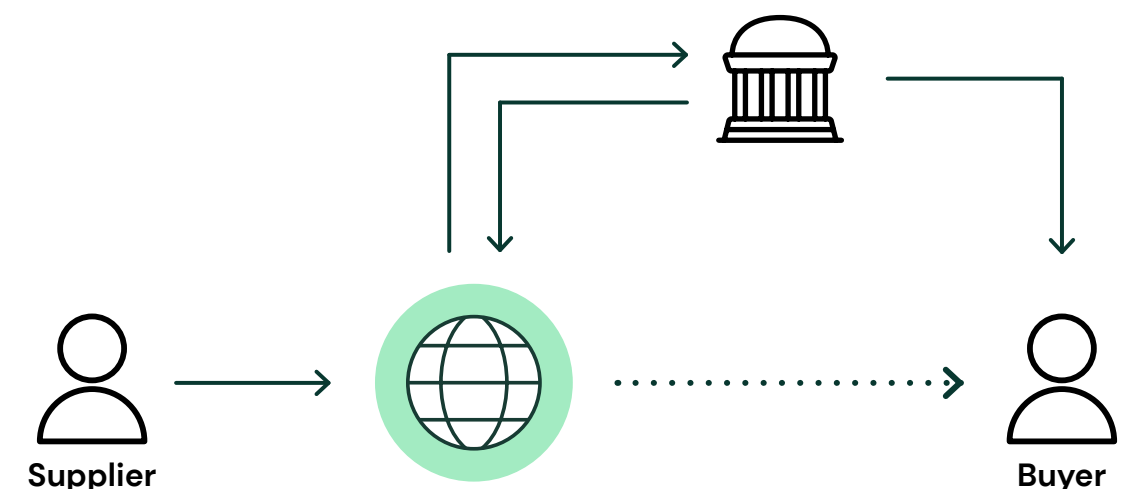
Krajowy System **e-Faktur**



Pagero's domestic and cross-border e-invoicing solution

ACCOUNTS RECEIVABLE

Krajowy System **e-Faktur**



Ask our experts for help

Pagero assists large global corporations and small and medium-sized businesses with solutions tailored to their specific needs. Contact us today to start your journey towards digital, fully compliant exchange of business documents with all of your customers and suppliers worldwide.

Get in touch

Book intro



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Connect regardless of systems or digital capabilities



Global

Reach all your business partners via a single connection



Compliant

Ensure regulatory compliance in all markets



Scalable

A solution to grow with as your business expands

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