Departments | Companies | Locations

Payment device number in the receipt number

The number of every fiscalised receipt consists of three parts:

receipt sequence number / business premises code / payment device number — for example ***1234/P1/2***.

- **Receipt sequence number** — assigned by Brix when the receipt is approved.
- **Business premises code** — entered in the department, tab ***~ OTHER DATA ~***.
- **Payment device number** — depends on **which form, or which device,** the receipt is issued from: it is entered in the department, in the company data or on the point of sale of a fiscal scale or till.

This page explains the third part.



Receipt sequence numbers run **separately for each payment device number**. Two different payment device numbers mean two independent sequences; the same number means one shared sequence.

1. What a payment device is

Under the Fiscalisation Act **a payment device is not a piece of equipment but a place of payment** under whose number its own receipt number sequence runs. Brix therefore distinguishes two kinds of equipment:

- **Standalone (physical) payment device** — Fiskalna vaga SunMicro Fiscal (type **Fiscal scale**) or a touchscreen till (type **GUI**). The device creates and fiscalises the receipt **itself** and reports to Brix with **its serial number**. Brix only takes over such a receipt.
  Each such device must have **its own point of sale** in the Locations code book with its own ***{Number}***.
- **Computer, tablet or mobile phone** on which receipts are issued in Brix. Such a device **does not create the receipt itself**; it is only a screen and keyboard, and Brix creates and fiscalises the receipt.
  Such devices need no point of sale: all devices of one department issue invoices under the department's ***{Till - Invoices}***, and POS receipts under the department's ***{Till - POS Receipts}***. Each of the two numbers has its own number sequence, shared by all devices of the department.



Rule of thumb: **each fiscal scale or till has its own point of sale** with its own number — one point of sale can hold only one scale or till. All computers, tablets and mobile phones of a department issue receipts under the payment device numbers

entered in the department.

2. Where Brix takes the payment device number from

Receipt issued from	Payment device number
[Invoices]	the department's ***{Till - Invoices}***
[POS Receipts], including the R1 receipt	the department's ***{Till - POS Receipts}***
[Daily Sales] — POS receipt added with the button	the department's ***{Till - POS Receipts}***
[Daily Sales] — customer (R1) entered on a scale receipt or POS receipt	number of the original receipt — unchanged
[FA Invoices]	***{Till - Fixed Asset Sales}*** from the company data
Fiskalna vaga SunMicro Fiscal or till	***{Number}*** of the point of sale the device is assigned to
[Daily Sales] — void of a fiscal scale receipt	***{Void}*** of that scale's point of sale

The department's numbers are entered on the ***~ OTHER DATA ~*** tab of the Departments form, the number for FA invoices in the company data, and the numbers of scales and tills on the point of sale, tab ~ BASIC ~.

3. Invoices and POS receipts

Invoices are issued under the department's ***{Till - Invoices}*** and share one number sequence.

POS receipts, including the R1 receipt issued in the ***[POS Receipts]*** program and POS receipts added in the ***[Daily Sales]*** form, are issued under the department's ***{Till - POS Receipts}***. This number always differs from the invoice number, so POS receipts have their own number sequence. POS receipts are issued by Brix users — the conditions are described under POS Receipts.

If the department has no ***{Till - Invoices}*** entered, it cannot issue invoices. If it has no ***{Till - POS Receipts}*** entered, it cannot issue POS receipts.

A department that issues only POS receipts may leave ***{Till - Invoices}*** empty.

Entering a customer (R1) on a scale receipt or POS receipt in the ***[Daily Sales]*** form does not create a new receipt — the receipt keeps its payment device number. The **void of a scale receipt** carries the ***{Void}*** of that scale's point of sale, see section 5.

4. FA invoices

FA invoices are issued in the fixed assets department and carry the ***{Till - Fixed Asset Sales}***

entered in the company data, next to the ***{FA Department}*** field. The number must differ from the ***{Till - Invoices}*** and ***{Till - POS Receipts}*** of the fixed assets department, so FA invoices have their own number sequence — see FA Invoices.

5. Fiscal scales and tills

A fiscal scale reports to the system with **its serial number**. By the serial number Brix finds the point of sale the scale is assigned to and takes its ***{Number}***.

- Each fiscal scale or till must have **its own** point of sale.
- Since each scale has its own point of sale with its own ***{Number}***, each scale also keeps **its own sequence** of receipt numbers.
- **The void of a scale receipt** is created by Brix in the ***[Daily Sales]*** form, not by the scale. The void carries the ***{Void}*** of that scale's point of sale and **its own number sequence starting from 1**, separate from the scale's own receipts but in the same financial and stock turnover of that scale — the procedure is in Storniranje računa.
- Assigning a device to a point of sale is done by MICRO PROCESS technical support.

6. Points to watch

- **Within business premises each payment device number may be entered only once** — as the department's ***{Till - Invoices}*** or ***{Till - POS Receipts}***, the company's ***{Till - Fixed Asset Sales}*** or as the ***{Number}*** and ***{Void}*** of a scale or till point of sale.
- **The business premises code is unique within the company** — two departments cannot have the same code, even if one of them is inactive. Business premises are therefore always one department, together with the points of sale of that department's scales and tills.
- The ***{Void}*** of a fiscal scale must not equal the department's ***{Till - Invoices}*** or ***{Till - POS Receipts}*** either. Scale voids have their own payment device number and their own sequence, but are included in the same financial and stock turnover as the scale's regular receipts. They are not shown in the reports printed by the scale itself.
- Brix checks these rules when a department, the company data or a point of sale is saved and does not accept a number already used in the same business premises.
- The check also covers **inactive** points of sale. A number is freed for another device only once it is cleared on the inactive point of sale.
- A department without a business premises code does not issue invoices and has no payment device number.
- The payment device number is a **whole number greater than 0**, without leading zeros — for example **1**, **2** or **10**, but not **0** or **01**.
- Numbers need not run in order. The same business premises may have payment devices **1** and **9** without devices 2-8 — provided this numbering is stated in the **taxpayer's Internal Act**.
- Changing the payment device number during the year breaks the existing sequence and a new sequence starts from 1. Change the number only when there is a real need. For a fiscal scale, ***{Number}*** or ***{Void}*** cannot be changed if a receipt or void with that number already exists.

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