

# Deutsche Bahn AG

## Optimized construction invoicing

For basic information on how to enter the data, see "XRechnung e-invoice".

### Invoicing

Invoicing should be done immediately after receipt of the booking list / goods receipt list. The invoice should be issued accordingly.

### Invoice type code

The following codes apply specifically to construction invoices

- 875 Partial construction invoice
- 876 Partial final construction invoice
- 877 Final construction invoice

### Booking list

You will receive the booking list as a CSV file and as a PDF file.

The CSV file is to be used for billing.  
The file name must begin as follows: **DB\_Buchungsliste\_XRE**

The CSV posting list is to be embedded in the XML as the first attachment to be attached.

An XRechnung without a booking list will not be rejected, but in this case the processing period of the invoice will be extended.

### Exemption certificate according to § 48b para.1 EStG

Please send your currently valid exemption certificate in accordance with § 48b Para.1 EStG (German Income Tax Act), quoting the vendor number, to [SSCDE-KBH-Bauleistungen@deutschebahn.com](mailto:SSCDE-KBH-Bauleistungen@deutschebahn.com).

## **Billing address**

The billing address will be given to you by the client in the order, this can be found under "Please send your invoice to:".

Name of the DB company  
If applicable, indication of region  
c/o Deutsche Bahn AG SSC DE  
Elisabeth-Schwarzhaupt-Platz 1  
10115 Berlin

Note: The indication "c/o Deutsche Bahn AG SSC DE" can be omitted for the XRechnung.

## **Purchase order number**

The purchase order number transmitted by the customer shall be entered in field BT-13.

## **Project number (iTWO project number)**

The iTWO contract number (also referred to as the award unit number) must be entered in field BT-11.

## **Beneficiary**

In addition, the recipient of the service (DB company) must be indicated on the invoice with the full address.

These data will be given to you in the order, you will find them under "Your delivery / service please to:".

## **Information about the client**

The client's full name, telephone number and email address must be stated on the invoice (BT-56 to BT-58).

This data will be communicated to you in the order, you will find this under "Your delivery / service please to:" as contact person.

## **Billing period / delivery or service date**

The specification of the billing period or the date of delivery or service is a requirement of § 14 UStG.

This mandatory information is checked when the XRechnung is received by DB.

The information must be entered in fields BT-72 for a delivery day or BT-73 and BT-74 for a period.

## Reversal of tax payable (Reverse Charge)

For situations that are to be calculated with a reversal of the tax payable (reverse charge), the tax code AE is to be used.

In addition, this fact must be justified in a comprehensible way in field BT-120 and the value added tax ID numbers of the seller (BT-31) and the buyer (BT-48) must be indicated.

You will be informed of the VAT ID of the buyer, for example, in the order (1st page).

### Notice:

When invoicing, please note that not all DB companies have a certificate "USt 1 TG for proof of the tax liability of the service recipient for construction services and/or building cleaning services."

You can find a detailed overview here: [Tax certificates of DB companies](#)

## Retention money

Retention money serves to ensure the contractual performance of the service and warranty. They are booked based on the contractual regulations between the client and the contractor (supplier).

The calculation is made when the invoice is posted to the invoice recipient. The note in an XRechnung can be entered in field BT-22 (free text).

## Calculation of service increase (interim invoice)

The positions are created via the performance increase according to the reconciled booking list.

## Cumulative invoice (final invoice)

Interim invoices that have already been issued are entered in the XRechnung via fields BT-25 and BT-26.

The invoice number and the invoice date must be entered here.

A specially defined field for the amount does not exist (yet), but this can be included in the invoice number, this is a free text field without character limit.

To create a final invoice, the total service in the items is calculated and the sum of the interim invoices is entered in field BT-113.

The amount is entered gross, unfortunately the tax included is not shown separately. There are currently no fields that would correct the amount of tax to be paid after deducting an invoice that has already been paid.

In the total sum of the calculated amount minus the paid amount, this can also result in an amount of € 0.00 to be paid.

Alternatively, insert an additional negative invoice item per interim invoice already issued. This will show the amount now due with the tax amount for the amount still open (calculated here) in the total amounts area.

A negative invoice item is created when the unit price is positive but the quantity is negative.

**Contract number (optional)**

The framework agreement number is recorded in field BT-12.

**Order number (optional)**

The construction contract number is recorded in field BT-14.

**Award number (optional)**

The procurement number/procurement transaction number of the purchase is recorded in field BT-17 if the invoice is issued within the scope of a tender or a lot of a tender.

**Object identifier (optional)**

An identifier for the invoiced object is recorded in field BT-18.

# Process model for optimized construction invoicing incl. XRechnung (construction industry version)

