

User Manual

Exact Online Accounting basic- Lightspeed synchronization

Introduction

Thank you for choosing the Exact Online connector from iWebDevelopment. In this user manual the various parts of the connector are explained as well as a brief overview of the synchronization with Exact Online. Do not hesitate to contact iWebDevelopment in case of questions!

The following chapters have been included in this document:

1. Accounts
2. Sales entries

1. Accounts / Customers

When an order is placed in the Lightspeed shop, the customer will be synchronized as an account in the Exact Online CRM system. The data from the invoice created by Lightspeed will be synchronized. The following table shows which account data will be imported from Lightspeed into Exact Online:

Lightspeed - Customer	Exact Online - Account-information
Company name	Name
First name - Last name	Name (if company name is empty)
Address	Address 1
Streetname 2	Address 2
Postal code	Postal code
City	City
Country	Country
Phone number	Phone
E-mail	E-mail
VAT number	VAT number (if valid)

Lightspeed - Customer	Exact Online - Contact- information
Gender	Gender
First name	First name
Last name	Last name
Phone number	Phone
E-mail	E-mail

* All VAT numbers are validated by the EU-VIES service. In case of an invalid VAT number, it will not be entered.

2. Sales entries

When an invoice is attached to an order, the content of the invoice will be synchronized as a sales entry to Exact Online. The following data from the headers will be synchronized as a sales entry:

Lightspeed - Order / Invoice	Exact Online - Sales entry
Ordering customer	Account from section 1
	Salesjournal*
Invoice date	Entry date
	Payment condition**
Order number - Invoice number	Description
Order number	Your reference
Order number	Payment reference
	Link reference***

* Salesjournal code is determined during the configuration part of the installation.

** This is the payment condition which has been configured during the installation of the connector.

*** This is a link to the PDF invoice within Lightspeed, this only works when you are logged into the back office of Lightspeed.

The data of the sales entry (the lines) will be synchronized based on the following information from the Lightspeed invoice:

Lightspeed - Order / Invoice lines	Exact Online - Sales entry lines
	General ledger account*
Description	Description
Amount	Quantity
Total price	Total price (including VAT)
	VAT-code**

* General ledger account:

1. For products:

The general ledger account is based on the country of the customer. If a customer is from the country your company is located in, it will be recorded under 'Domestic revenue'.

When the customer has a valid VAT number and resides in an EU country, it will be recorded in the 'EU ledger account'.

If the customer does not reside in the EU, it will be recorded as 'Export sales'.

2. For shipping- and/ or payment costs:

The sales entry uses 2 separate lines for the shipping and/ or payment costs. These will be derived from the general ledger accounts as configured during the installation.

** VAT-code

If the customer is from the country your company is located in, the VAT-code will be used based on the VAT rate from Lightspeed, and use the VAT-code as configured during the installation.

When the customer has a valid VAT number and resides in an EU country, it will use the ICP-VAT-code as configured during the installation.

If the customer does not reside in the EU, the export VAT-code will be used as configured during the installation.

Important

- Make sure you have created a new financial year before the start of a new year. This will make sure the connector can keep functioning properly.
- The general ledger accounts in Exact Online should not contain a VAT code.
- Accounts should not be deleted, deduplicated or recreated in Exact Online to ensure correct functioning of the connector.
- If the B2B extension in Lightspeed is active, all prices will be synchronized to Exact Online without VAT. When this B2B extension is not active all prices will be synchronized with VAT to Exact Online. It is possible to adjust this setting after the installation by sending a mail to info@iwebdevelopment.nl.