



GravityForms VAT-ID Field 1.3.0

User Documentation

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QUICK SETUP

INSTALL

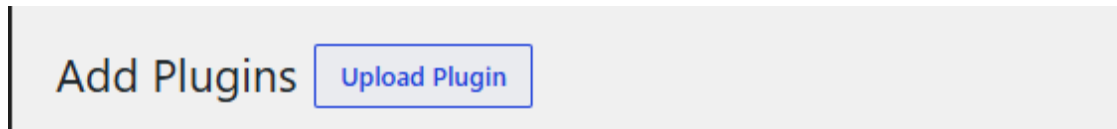
- Upload and Activate the „Gravity Forms – VAT-ID Field“ Plugin
- Add the new Field at the GravityForms backend to your form

UPLOAD AND ACTIVATE

UPLOAD

After you downloaded and saved the 'Graviy Forms – VAT-ID Field' Plugin you have to upload it to your Wordpress installation.

Please go to you 'Plugins/Add New' Menu, select 'Upload' from the top links and choose the downloaded ZIP-File at the upload-field.



After selecting the File please press the „Install Now“ Button.

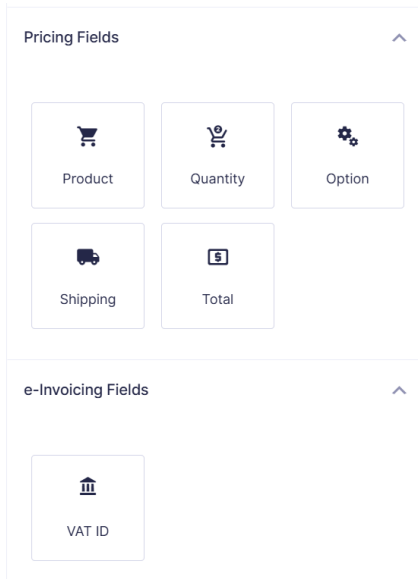
ACTIVATE

After the Plugin is uploaded you will get a success screen.

Please use the link „Activate Plugin“ to activate the Plugin.

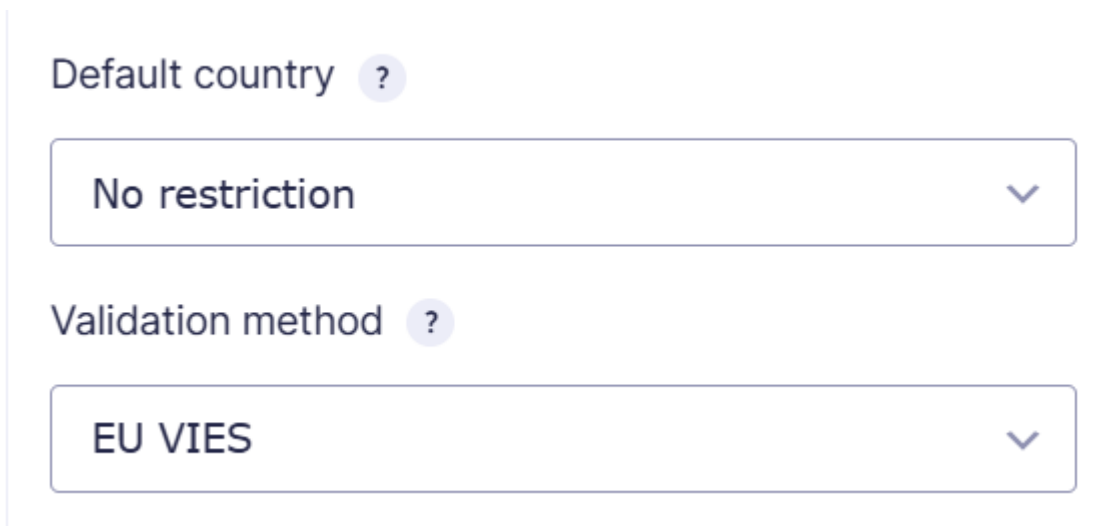
SETUP YOUR FORM

The plugin provides a “VAT ID” field in the new e-invoicing section.



The screenshot shows a settings panel with two sections. The 'Pricing Fields' section is expanded and contains five items: 'Product' (shopping cart icon), 'Quantity' (shopping cart with plus icon), 'Option' (gear icon), 'Shipping' (truck icon), and 'Total' (dollar sign icon). The 'e-Invoicing Fields' section is collapsed and contains one item: 'VAT ID' (building icon).

In addition to the standard settings, the new VAT ID field has two special features.



The screenshot shows two settings for the VAT ID field. The 'Default country' dropdown is set to 'No restriction'. The 'Validation method' dropdown is set to 'EU VIES'. Both dropdowns have a question mark icon next to their labels.

****Default country**** – when set, only VAT IDs starting with this country prefix are accepted.

****Validation method**** – the online check applied on submit (see below).

VALIDATION METHODS

There are 3 possible methods to validate the field value.

Format / Length only

This validates the field value based on the requirements for the country's VAT ID, which is determined by the first two letters.

The corresponding validation rules are stored internally for each country.

German BZSt eVatR

Checks the field content online against the API of the BZSt, the Federal Central Tax Office of Germany.

To check against the BSZt service, you have to setup your own VAT-ID.

EU VIES

Checks the field content online against the European Union's VIES (VAT Information Exchange System) service.

USING THE NEW SETTINGS-FIELD

The plugin also adds a new “VAT ID” field to the Gravity Forms Settings API, which has the same functionality as the field in the Form Editor.

```
$fields[] = array(
    'name' => 'company_vat_id',
    'type' => 'vat_id',
    'label' => __( 'Company VAT ID', 'your-textdomain' ),
    'class' => 'medium',
);
```