

CONFERENCE INVOICING INFORMATION

1. Countries within the Community (the European Union and Northern Ireland) – for European Union VAT number holders (incl. companies, institutions, associations, foundations, universities etc.)

General rule

On the basis of *Act. CXXVII. of 2007 On Value Added Tax* for several supplies of goods or services, the **reverse charge** mechanism is applicable in Hungary. In that case, the recipient of the supply (not the supplier) is subject to VAT.

The EU VAT number allows you to receive VAT-free invoices from foreign partners or to invoice tax-free to EU countries. In terms of form, the Community Directive requires all Community VAT numbers to be preceded by an identifier in accordance with the ISO international standard, which identifies the issuing Member State. We can only invoice companies within the EU who have a VAT number, if you have not previously applied for one, you must have one before we invoice you.

Only the net value of the service will be shown on the invoice, so it will not include VAT from Hungary or from another country within the Community.

The invoice will include the words „*Supply outside territorial application of Hungarian Value Added Tax Act*” and the following note: The customer is liable to pay VAT (i.e. under the reverse-charge procedure) – or the words '*Reverse charge*'.

There are exceptions:

Registration fee

In the case of a conference held in Hungary, the VAT place of payment of the registration fee to taxable persons is domestic, so the transaction is subject to Hungarian VAT, and therefore a uniform VAT rate of 27% is charged to foreign partners.

Accommodation

The accommodation fee will be uniformly indicated and invoiced as follows: net amount + 5% VAT - intermediated services

2. Countries within the Community (the European Union and Northern Ireland) – without European Union Vat number and private individuals

If the service is provided to a foreign individual living in the European Union or a company that does not have a VAT number, the invoicing is different.

In all these cases, we must apply the Hungarian VAT rate, which is 27%, in accordance with Hungarian VAT law.

The only exception is the accommodation service

For accommodation, the net amount + 5% VAT - intermediated services- will be invoiced.



3. Countries outside the Community (also known as Third countries) – with tax registration number or company registration number

General rule:

If the recipient of the service is in a third country, the service is outside the territorial application of Hungarian VAT act and therefore the invoice will be VAT exempt. The third country is only considered taxable if the company/institution/association etc. can prove this to us with an official **certificate of residency**. The document has to include data listed in the sample document you can download from [HERE](#). The advised tax registration number or a company registration number, will be indicated on the invoice. In its absence, we must treat it as if it were not a taxable company.

When supplying a service, the VAT rate outside the appliance of VAT must therefore be applied. The invoice issued will show the net amount of the service ordered. The following will be indicated as a note at the bottom of the invoice: *Supply outside territorial application of Hungarian Value Added Tax Act*. This means that tax is payable in the country of the recipient, according to the VAT payment rules in force there.

There are exceptions:

Registration fee:

In the case of a conference held in Hungary, the VAT place of payment of the registration fee to taxable persons is domestic, so the transaction is subject to Hungarian VAT, and therefore a uniform VAT rate of 27% is charged to partners in third countries.

Accommodation:

The accommodation fee will be uniformly indicated and invoiced as follows: net amount + 5% VAT - intermediated services

4. Countries outside the Community (also known as Third countries) – companies without tax registration number or company registration number and private individuals

If the service is provided to a foreign individual living outside the borders of the Community (European Union and Northern-Ireland) or a company that does not have a tax registration number or company registration number, the invoicing is different. In all these cases, we must apply the Hungarian VAT rate, which is 27%.

The only exception is the accommodation service

For accommodation, the net amount + 5% VAT - intermediated services will be invoiced.



The following table summarises the billing rules and information. Please read it carefully.

VAT number holders (incl. companies, institutions, associations, foundations, universities etc.)			
Country of incorporation or residence	Country in EU (EU VAT-number holders)	Country outside the EU (tax registration-or company registration number holders)	Hungary
Accommodation	net rate+ 5% VAT intermediated service	net rate+5% VAT intermediated service	net rate+ 5% VAT intermediated services
Registration fee	net rate + 27% VAT	net rate+ 27 %VAT-	net rate + 27% VAT
Other services, Sponsor packages received in Hungary or online	net rate + 0% VAT „Supply outside territorial application of Hungarian Value Added Tax Act”, Reverse charge	net rate + 0% VAT „Supply outside territorial application of Hungarian Value Added Tax Act”	net rate+ 27% VAT

Private individuals or companies without VAT number			
Country of incorporation or residence	Country in EU	Country outside the European Union (Third countries)	Hungary
Accommodation	net rate+ 5% VAT- intermediated services	net rate+ 5% VAT- intermediated services	net rate+ 5% VAT- intermediated services
Registration fee	net rate +27% VAT	net rate +27% VAT	net rate +27% VAT
Other services, Sponsor packages received in Hungary or online	net rate +27% VAT	net rate +27% VAT	net rate +27% VAT

