Invoice Cancellation Functionality

The XPOS system implements invoice cancellation in accordance with fiscal requirements by issuing corresponding refund invoices rather than deleting or modifying existing invoices.

Cancellation Method

- Normal Sale invoices are cancelled by issuing a **Normal Refund** invoice.
- Advance Sale invoices are cancelled by issuing an **Advance Refund** invoice.

Steps on performing a refund can be found here: https://learn.defy.com.fj/books/xpos-confidence-at-every-checkout/page/sales-return

System Behavior

- When a user selects the **Cancel** option on an invoice, XPOS automatically generates the appropriate refund invoice (Normal Refund or Advance Refund).
- The generated refund invoice mirrors the original invoice, including all key components (items, amounts, taxes), ensuring full traceability.

Special Field Handling

- **Buyer ID Field:** Automatically populated with the Taxpayer Identification Number (TIN) of the seller.
- **Reference Number Field:** Automatically populated with the SDC Number of the original Sale invoice being cancelled.

Data Integrity & Compliance

- Original invoices are retained and cannot be edited or deleted after fiscalization.
- Each cancellation is recorded as a separate fiscal transaction (refund invoice).
- Refund invoices are linked to the original sale invoice via the reference number.
- All cancellation actions are included in reports and audit logs.

Access Control

- Only authorized users can perform invoice cancellations.
- All cancellation actions are logged with user and timestamp details.

Compliance Statement

XPOS fully complies with the requirement that invoice cancellation must be performed through the issuance of corresponding refund invoices, ensuring auditability, traceability, and data integrity at all times.

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