

# VAT number validator App

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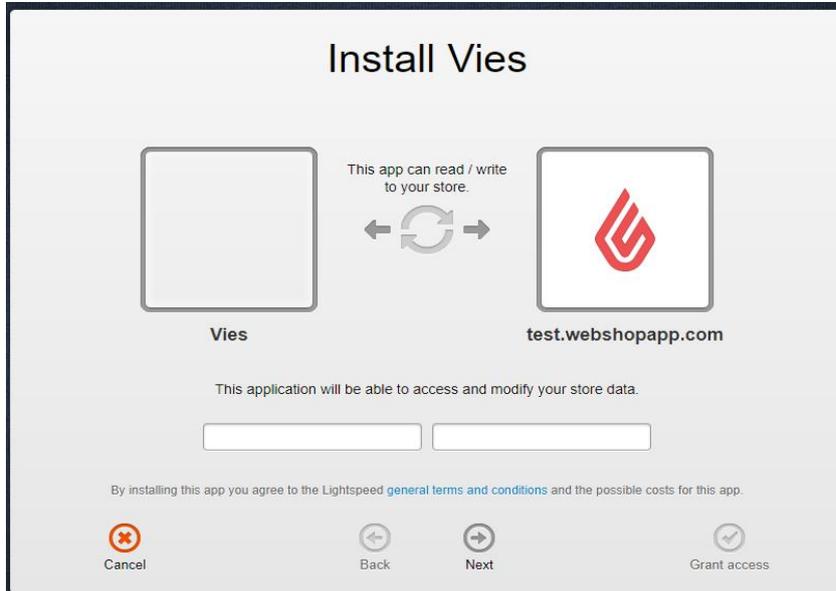


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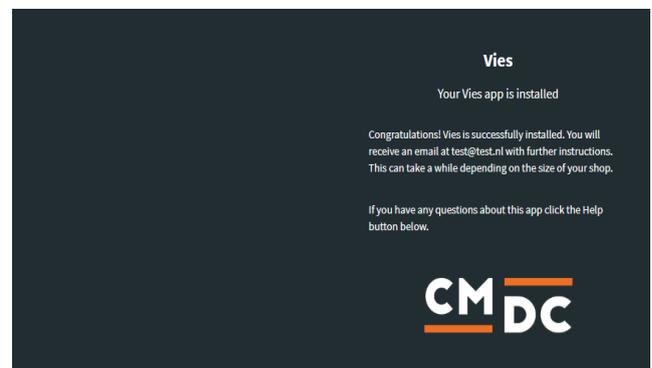
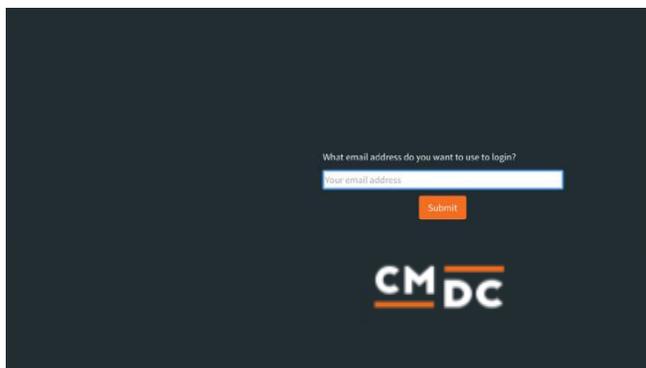
## Step 1. Installing the Vies APP

Search the Appstore for the app.

If you want to install the app, click on the “install” button and follow the guided installation steps.



When the app is installed, you'll be redirected to the page shown below, where you can enter the e-mail address of the user that will use the app. As soon as you've entered your email address, we'll continue the installation process in the background and we'll let you know when the installation is done. If it's your first app by CMDC, we'll also include your password in the confirmation email.



NOTE: Depending on the amount of products you have in your shop, it might take several minutes for the email to be send.

For questions you can contact us  
Via: [info@cmdc.eu](mailto:info@cmdc.eu)  
Or ask your question via the "Help" button.



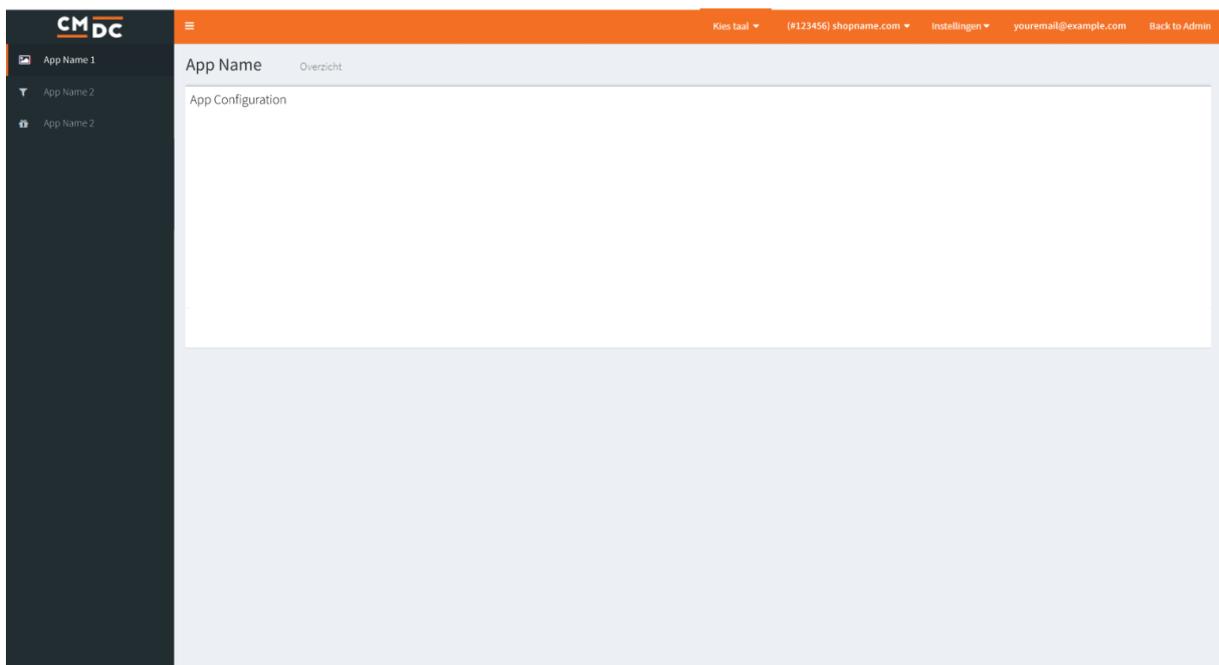
## Step 2. The APP framework from CMDC

Welcome to the CMDC appframework.

CMDC has created a framework, where you'll be able to configure all the apps that are made by CMDC, which you have installed. After installing the app from Lightspeed, you'll receive an email with your password on the email address you've supplied.

Every next app of CMDC you install, while using the same email address, will be added to your menu. You'll still receive an e-mail when the installation is complete, but you'll be able to login with your same login details.

Do you own multiple shops? No problem, you can still add all the apps to the different stores using the same email address. You'll then be able to switch shop and language. By clicking on your email address you'll be able to change your password.



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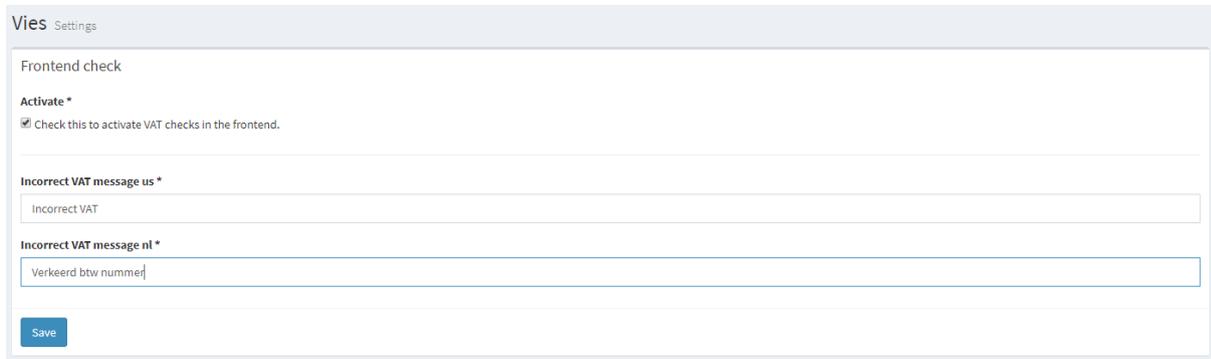
## Step 3. Adding and customizing the VAT number validator APP

The app helps you to automatically validate European VAT numbers.

First, we will navigate to the Vies app in the appframework.

### Frontend check

At the top of the app settings you will see the settings for Frontend check. Activate this check if you want the app to validate the VAT number in the registration progress and in the checkout.



The screenshot shows the 'Vies Settings' page. Under the 'Frontend check' section, there is an 'Activate \*' checkbox which is checked, with the text 'Check this to activate VAT checks in the frontend.' Below this are two text input fields for error messages: 'Incorrect VAT message us \*' with the value 'Incorrect VAT' and 'Incorrect VAT message nl \*' with the value 'Verkeerd btw nummer'. A blue 'Save' button is located at the bottom left of the settings area.

### Activate

Tick this option if you want to activate the frontend check.

### Incorrect VAT message

Enter the message you want shown to your customers when they enter an invalid VAT number. You need to fill in this field for each language.

Don't forget to click on the "Save" button to save all the changes.

Customers who enter an invalid VAT number will now see an error message and will not be able to continue until they have entered a valid VAT number.

VAT number

NL12345678B01

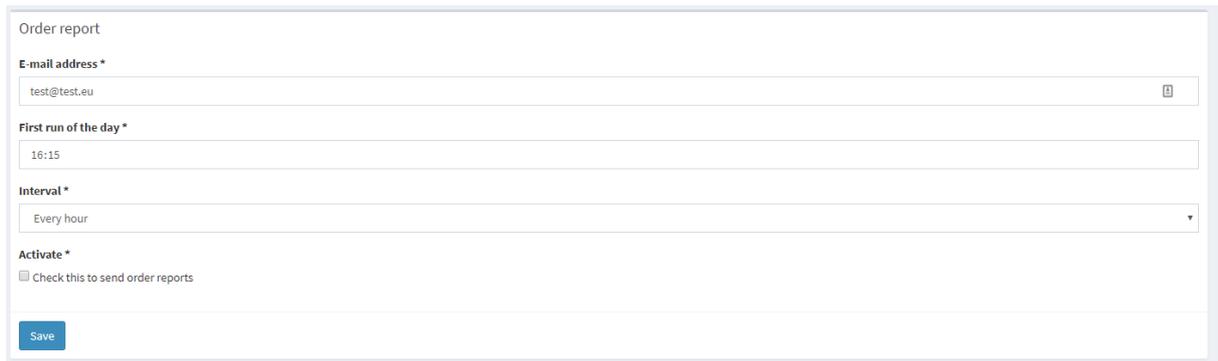
Incorrect VAT number

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Or ask your question via the "Help" button.



## Order report

Below the front end check you will find the settings for Order report. Order report is a report of all orders and whether their entered VAT numbers are valid. To receive the order report a couple of fields need to be entered.



The screenshot shows a web form titled "Order report". It contains the following fields and options:

- E-mail address \***: A text input field containing "test@test.eu".
- First run of the day \***: A text input field containing "16:15".
- Interval \***: A dropdown menu with "Every hour" selected.
- Activate \***: A checkbox labeled "Check this to send order reports" which is currently unchecked.
- A blue **Save** button at the bottom left.

### E-mail address

Fill in the email address where you want to receive the order report.

### First run of the day

Fill in the time from which you want to receive order reports.

### Interval

Choose the interval between order report emails.

### Activate

To activate the order report tick the box for this option.

Don't forget to click on the "**Save**" button to save all the changes.

You will now receive order report emails on the previously entered e-mail address.