

AFINCADOS · HELP CENTER · FEES AND FINANCES

Spanish tax forms 347, 111, 190 and 303

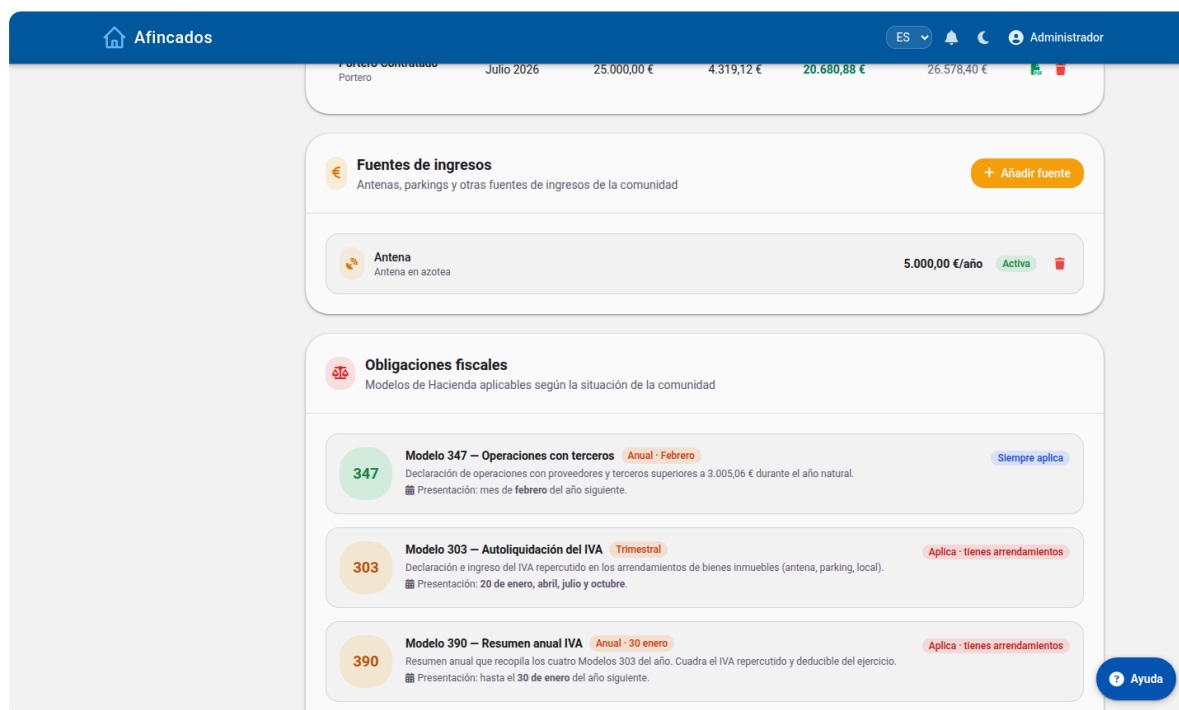
Prepare the community tax returns from the expenses already recorded.

Version **v1.0.0**

Generated on **01/08/2026 10:19**

Updated on **01/08/2026**

The application prepares the tax forms the community has to file, using the **expenses, suppliers and withholdings** you have already recorded. It does not file them with the tax office for you, but it gives you the figures calculated and checked.



The app flags which forms apply given the community's situation.

Before you start

- The community must have its **tax number** filled in.
- The **expenses** for the year must be recorded, with their supplier and amount.
- **Suppliers** must have their tax number, otherwise they cannot be included in the information returns.

The available forms

- **Form 347:** annual declaration of transactions with third parties. It covers suppliers the community paid more than €3,005.06 over the year.
- **Form 111:** withholdings and payments on account made (for example, to the caretaker or to professionals), filed quarterly.
- **Form 190:** the annual summary of those same withholdings.
- **Form 303:** VAT self-assessment, for communities carrying out taxable activities.

Producing a form

1. Open the community and go to the **Finances** tab.
2. Click **Tax forms** and pick the one you need.
3. Select the **financial year** and, if the form is quarterly, the **quarter**.
4. The application works out the amounts and shows the **breakdown by supplier**.
5. Check the figures and **download the result** to transfer it into the tax office form.

Check before you file

The calculation is only as good as the data recorded. Before treating a form as final, check that:

- **Every expense in the period** has been entered, including those paid in cash.
- No supplier is **duplicated** across two separate records, because their amounts would then be split and might fall below the form 347 threshold.
- The **supplier tax numbers** are correct.

If you spot a mistake, fix the expense or the supplier record and produce the form again: it is recalculated with the updated data.