**DA022 – Credit Note Interest on Late Payment - Interest**

**Purpose of the SED:**

The SED DA022 is used to send credit note with the withdrawn or adjusted claims for interest on late payment.

* DA022 can be send only to withdraw or adjust ILP claims included in the original claim (DA020);
* No new claims can be added with the DA022, for those a new process AW\_BUC\_15 has to be started;
* DA022 cannot be sent if the ILP claims were already contested by the Debtor Liaison Body (Counterparty) on “Contestation to claim interest on late payment – interest – SED DA024” – it is enough to accept the contestation, which means that the ILP claims are withdrawn;
* DA022 can be sent several time, each time for a new batch of the individual claims which are withdrawn or adjusted;
* DA022 can be issued even after the process has been finalized and information on payment has been received.

Acronyms used in DA020:

* ILP – interest on late payment;
* CRN\_ILP – credit note interest on late payment.

Reimbursement SEDs includes 2 parts: global and individual.

Global part of DA022 includes following mandatory fields:

* **Reference numbers:**
	+ “Global ILP Reference Creditor Liaison Body” – a reference number of the ILP claim specified in the DA020, which should be copied without any change;
	+ “Global CRN\_ILP Reference Creditor Liaison Body” – a reference number of the credit note for ILP claim which allows to identify the credit note in the next steps of the exchange and in any future communication (links the SEDs). It is a unique number for given credit note and is repeated subsequently in the following SEDs at the global and at the individual level of SED.
* **Total number of individual credit notes** – which summarize the number of individual credit notes and should be equal to the number of repeated (⭮) individual parts;
* **Total amount credit notes** – which summarize the amounts of the withdrawn or adjusted ILP claim specified in each individual credit note;
* **Date of submission** – with a date on which DA022 is submitted by the Creditor Liaison Body (Case Owner).

Individual part of D022, which can be repeated (⭮), allows to provide information about each individual ILP claim which is being withdrawn or adjusted and includes following mandatory fields:

* **ID Creditor / Debtor Institution** – copied from DA020 – with identification data (Institution ID, institution name) either of the institution of the place of residence / stay which provided benefits and requested reimbursement (Creditor) or the competent institution which issued entitlement document and is responsible for covering the cost of the benefits (Debtor);
* **References** – a set of references which allows to identify the CRN\_ILP on global and individual level and connect it with the ILP claim, including:
	+ “Global ILP Reference Creditor Liaison Body” – a reference number of the ILP claim specified in the DA020, which allows to link individual CRN\_ILP with the original ILP claim (DA020) and should be copied without a change;
	+ “Global CRN\_ILP Reference Creditor Liaison Body” – a reference number of the CRN\_ILP copied from the global part of DA022, which allows to link the individual CRN with the global part of DA022;
	+ “Individual ILP number Creditor Liaison Body” – a reference number of the individual ILP claim specified in the individual part of DA020 which allows to link the individual CRN\_ILP (DA022) with individual ILP claim (DA020) and should be copied without a change;
	+ “Individual CRN\_ILP number Creditor Liaison Body” - a reference number of the individual CRN\_ILP which allows to identify the individual credit note in the next steps of the exchange and in any future communication (links the SEDs). It is a unique number for given individual CRN\_ILP and is repeated subsequently in the following SEDs at the individual level of SED.
* **Person receiving benefits** – copied from DA020 – an information about the person who received the benefits in kind;
* **The amount of individual credit note for interest** - the amount of the ILP claim which is to be withdrawn or adjusted. This amount can be either equal to the amount of the individual interest specified in DA020 or only partial if the credit note is issued only for part of the individual ILP claim. This amount is being summarized in the **Total amount credit notes** in the global part.

It is not possible to add attachments to DA022.

In order to see the content and explanatory notes of SED DA022 please click [here](Forms/DA022_en.htm).