How do I prepare a fee-based platform payment for accounting review?

For: Paušalni obrt · Obrtnici · j.d.o.o. · d.o.o.

Practical business guidance · Reviewed: 2026-11-22

Applicability: For operational cooperation with accounting in accordance with the tax and business profile.

Link the invoice amount, proof of payment, platform statement and commission items. If the net payment involves multiple documents, prepare a table that allows linking without skipping any amounts.

When this is applied

For each transaction, specify the gross amount, the retained fee, the refund, the currency and the date. Confirm the posting and record-keeping according to your status and contract.

What to do in practice

Introduce a monthly reconciliation of every aggregate amount before preparing records such as the KPR.

A business example

The platform paid €390, and the summary shows €450 charged, including a €60 fee. The entrepreneur keeps both the statement and the fee document.

Specific next steps

1. Introduce a monthly reconciliation of every aggregate amount before preparing records such as the KPR.

Limits of application

For operational cooperation with accounting in accordance with the tax and business profile.

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