Two payments for the same invoice · What if the process gets stuck?

For: Sole trader under flat-rate taxation

Practical business guidance · Reviewed: 2026-11-22

Applicability: According to the profile and circumstances of the described case.

If the payment covers multiple invoices, request an allocation from the customer.

When a plan meets an obstacle

For each invoice, create a line for each individual payment and the outstanding balance.

Save the date, amount, currency and document reference for each receipt.

Working example · Two payments for the same invoice

Check whether the total of the payments matches the part of the bill that has been settled.

Specific next steps

1. For each invoice, create a line for each individual payment and the outstanding balance.
2. Save the date, amount, currency and document reference for each receipt.
3. Include open balances in the weekly billing review.

Limits of application

Apply the guideline to your documents and working methods.

Original page

https://adriatrends.hr/poslovni-vodic/en/pitanja/praksa-kpr-djelomicno-problem