

Dear partners!

As of October 1, 2024, efsta has implemented the first step towards fulfilling the required reporting obligation according to the KassensichV.

The efsta timeline for mandatory reporting at a glance



Data completion / check

In order to fulfill the [reporting obligation](#), it is necessary to check and complete **legally required data** for export in the efsta portal. The data validation was completed with 1.10.24. The further procedure is described below.

Basically, there are three options for **data maintenance** as well as for **future data export** from an efsta perspective:

Option 1 (RECOMMENDED): The partner (cash register manufacturer / integration partner) will **take over** the **responsibility** for **data maintenance/validation/export from the customer** - in the efsta portal, the reporting data is exported by the partner in the form of XML files per location and forwarded to the taxable customer on their own responsibility or, if necessary, uploaded to MeinElster on behalf of the taxable entity. This applies in particular to those partners where the **taxable end customer does not have access to the efsta portal**. We recommend that the mandatory data mentioned below be maintained/transferred primarily via the efsta EFR / API.

Option 2: Your **taxable customer** has **access** to the [efsta portal](#) and, after the partner's data maintenance, assumes responsibility for fulfilling the reporting obligation independently. This means that after completing/checking the reporting data from the efsta portal, the **XML file(s)** to be **transmitted** must be **exported** for **each location and uploaded** independently to the [MeinELSTER](#) account assigned to the company.

Option 3: The partner or its taxable end customer fulfills the reporting obligation on its own responsibility and does not use the efsta reporting service offered.

Please note that **efsta** is available to you as a **partner for support requests**, but we **do not** provide **end customer support**! Inquiries from your taxable end customers are your responsibility according to the partner contract in 1st level support.


In principle, it is the merchant's/**taxpayer's own duty** to report the relevant **cash registers to the tax office**. Alternatively, the taxpayer can also authorize a person to do the reporting.

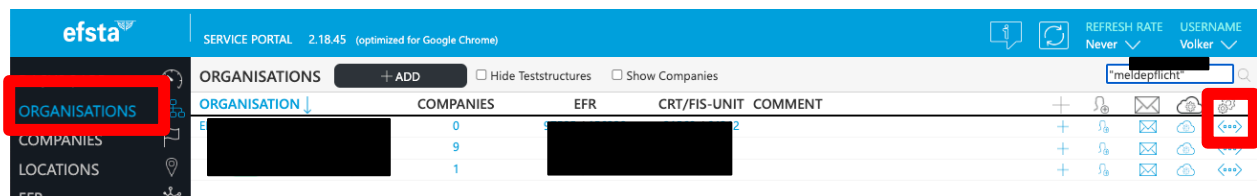
From now on, the company data or contact details can be completed by the efsta partner and/or the taxable end customer - we offer various options for this:

- Data maintenance in the efsta portal per company
- Data maintenance via data export and subsequent import with updated contact data via CSV download/upload

Here you will find detailed information about the implementation.

Please check / add an e-mail address of your taxable customer in order to be able to transmit the legally required XML file(s) for reporting in MyELSTER in the future.

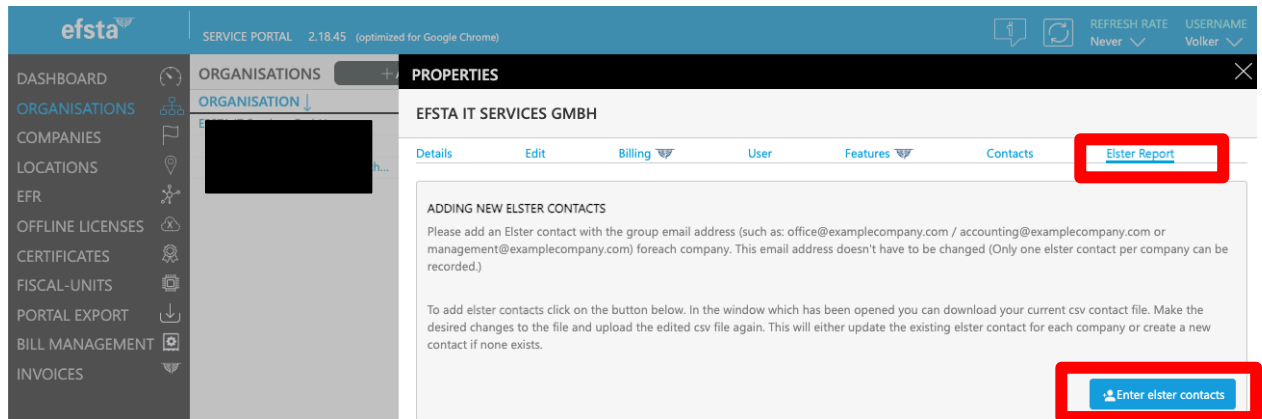
Partners please log in to the efsta portal and proceed as follows: ORGANIZATION -> three points 



The screenshot shows the efsta portal interface. The left sidebar has a menu with 'ORGANISATIONS' highlighted in a red box. The main content area shows a table with columns: ORGANISATION, COMPANIES, EFR, CRT/FIS-UNIT, and COMMENT. The table has three rows of data. The first row has values: [redacted], 0, [redacted], [redacted], [redacted]. The second row has values: [redacted], 9, [redacted], [redacted], [redacted]. The third row has values: [redacted], 1, [redacted], [redacted], [redacted]. To the right of the table, there are several icons, including a red box around a three-dot menu icon.

ORGANISATION	COMPANIES	EFR	CRT/FIS-UNIT	COMMENT
[redacted]	0	[redacted]	[redacted]	[redacted]
[redacted]	9	[redacted]	[redacted]	[redacted]
[redacted]	1	[redacted]	[redacted]	[redacted]

Afterwards Elster Report -> Enter elster contacts



At organization level, you can now initiate a **download** in **CSV format**, where all Elster contacts of the subordinate companies are made available:



Please note that **either** an **e-mail address of the taxable customer** is entered here (for the transmission of future reporting data or in the event of changes to reporting obligations) **or** you enter an **e-mail address of your company** - in this way you as a **partner** will **receive** the reporting obligation XML files in future **instead of** the **taxable person** (see above - variant 1 or variant 2)!

We recommend entering “functional mailboxes” such as buchhaltung@firma.de if possible, as these do not change in difference to changing personal email addresses. The e-mail addresses of taxable customers are checked or supplemented in the efsta portal: Either you use the **option** at organization level to export **all customer data** via **CSV Down/Upload** - to supplement - then upload, or you supplement them **individually** for **each of your customers** at company level.

Data export as CSV is only available on ORGANIZATION LEVEL: -> Download your current CSV file -> Download as CSV

efsta SERVICE PORTAL 2.18.45 (optimized for Google Chrome)

REFRESH RATE: Never | USERNAME: Volker

PORTAL EXPORT

Export type: Elster Contact

Selected organisation: [Redacted]

Buttons: Display preview, Display export, **Download as CSV**

Companyid	CompanyName	ContactType	ContactName	ContactEmailAddress	ContactLanguageCode
93746	- Barrique ASCHENSTIEBEL aH	ElsterContact			
98426	- Barrique DUSSELDORF	ElsterContact			

Now add data in the columns ContactEmailAddress and Contact/Name to the CSV file (separated in the CSV using “;”).

Companyid	CompanyName	ContactType	ContactName	ContactEmailAddress	ContactLanguageCode
[Redacted]	[Redacted]	ElsterContact			de-AT
[Redacted]	[Redacted]	ElsterContact			de-AT

The **completed** CSV file (exclusively at ORGANIZATION level - not at client level) must then be uploaded to the efsta portal:

ADD NEW ELSTER CONTACTS - CONTACT LIST UPLOAD

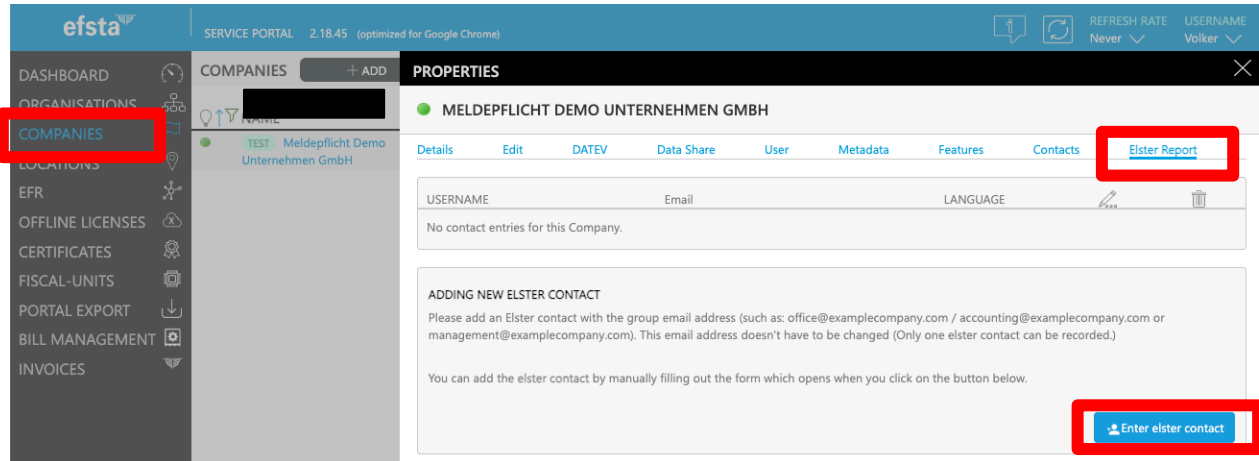
Instructions

1. Download your current CSV
2. Edit the file accordingly
3. Reupload the updated CSV on the right side

Drag & Drop or click to select a file

RESET SAVE

Optionally, you can enter ELSTER contacts in the efsta portal at company level:



The screenshot shows the efsta portal interface. On the left, the 'COMPANIES' menu item is highlighted with a red box. The main content area shows the 'PROPERTIES' for 'MELDEPFLICHT DEMO UNTERNEHMEN GMBH'. The 'Elster Report' link in the top navigation bar is also highlighted with a red box. At the bottom right, there is a blue button labeled 'Enter elster contact' with a red box around it.

ADD NEW ELSTER CONTACT ✕

The following information is displayed in the "Elster report" grid of the company/organization properties in the portal. It is used to establish contact with the right person.

Name Email

Language

TSE REPORTING - DATA OF THE NATURAL OR NON NATURAL PERSON

NATURAL PERSON NON NATURAL PERSON

TSE REPORTING - ADDRESS OF THE NATURAL OR NON NATURAL PERSON

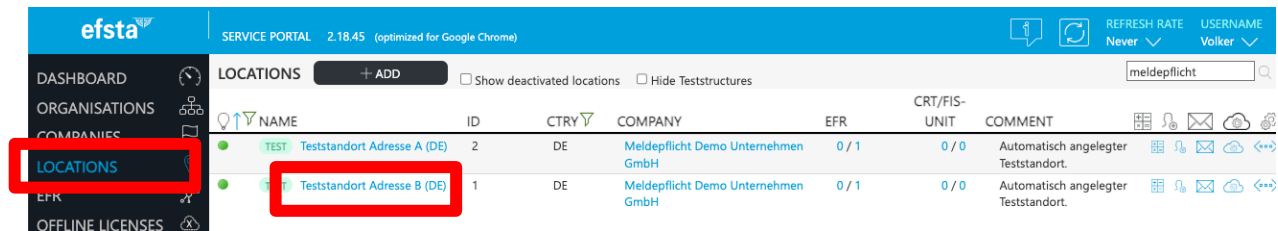
Location DOMESTIC ABROAD

SAVE

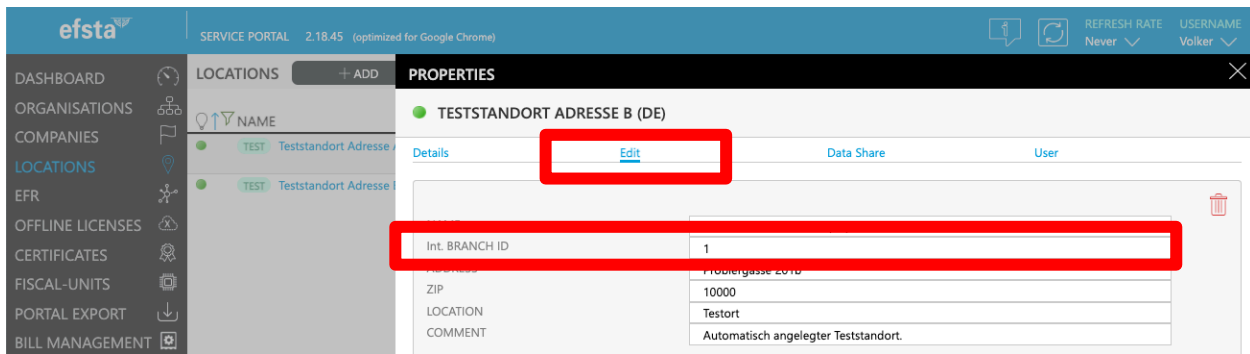
The **taxpayer's location/branch data** must be entered **correctly** for **legally compliant reporting** of cash registers in MeinELSTER.

For **new installations** as well as for **existing installations** of cash registers, it must be noted and **checked** in the **efsta portal** whether the value >>internal branch ID ("Int. FILIAL ID")<< in the portal matches the TL (Terminal Location) ([see DE Guide 5.2.](#)) in the efsta EFR.

For existing companies, check / add:
Company -> Column Name Location -> Edit -> Int. Branch ID



NAME	ID	CTRY	COMPANY	EFR	CRT/FIS-UNIT	COMMENT
TEST Teststandort Adresse A (DE)	2	DE	Meldepflicht Demo Unternehmen GmbH	0 / 1	0 / 0	Automatisch angelegter Teststandort.
TEST Teststandort Adresse B (DE)	1	DE	Meldepflicht Demo Unternehmen GmbH	0 / 1	0 / 0	Automatisch angelegter Teststandort.



TESTSTANDORT ADRESSE B (DE)

Details **Edit** Data Share User

Int. BRANCH ID: 1

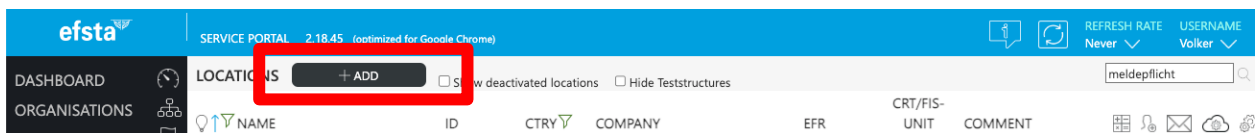
ADDRESS: Probielgasse 2010

ZIP: 10000

LOCATION: Testort

COMMENT: Automatisch angelegter Teststandort.

If new locations are entered: Company -> + ADD



NAME	ID	CTRY	COMPANY	EFR	CRT/FIS-UNIT	COMMENT
+ ADD						

ADD LOCATION



Choose the company from the list, where you want to add the new location. All fields are mandatory. Take care of the correct spelling!

Please choose a Company...



Location name

Internal branch ID

zip / postal code

city / town

address / street / number

SAVE

CANCEL

BACK TO COMPANIES

FINISH

Maintaining and checking the location data in the efsta portal is essential for correct data export to fulfill the reporting obligation. Please check/add whether all data is complete and correct: in particular name, street, zip code and town: Company -> Name -> Edit

CTR	UID	CUSTREF	LOC	EFR	OLC	CRT/FIS -UNIT	COMMENT
DE	DE12345678		2	0/3	0	0/2	Automatisch angelegtes Testunternehmen.

COMPANIES + ADD

NAME: TEST Meldepflicht Demo Unternehmen GmbH

PROPERTIES

MELDEPFLICHT DEMO UNTERNEHMEN GMBH

Details Edit DATEV Data Share User Metadata Features Contacts Elster Report

ECI TYPE
ECI DE123456789
EMAIL (INVOICE) test@test.de
NAME Meldepflicht Demo Unternehmen GmbH
COUNTRY Deutschland
ADDRESS Teststraße 1a
ZIP 10000
LOCATION Testort
CUSTOMER REFERENCE
COMMENT

Terminal data (cash register data) must be entered correctly for **legally compliant reporting** of cash registers in MeinELSTER. This data - which is also used as the basis for the DSFinV-K export - must be checked or supplemented: software, serial number, manufacturer and model.

If no serial number has been entered in the portal, the assigned TL/TT is used as the serial number.

These data fields can be maintained either via the EFR interface or in the efsta portal - we recommend using efsta EFR - data maintenance in the efsta portal is optional. The data fields are transferred to the efsta portal via the EFR interface as a request - a check or addition of the data is required:

[Siehe DE Guide Kapitel "8.2.1 Verkaufsdaten einpflegen"](#)

Mandant: Status Steuerung **Basisdaten** Profil Journal XRechnung Lizenz

[Company](#) [Location](#) [Terminal](#) [Devices](#) [Agencies](#)

Trm	TT		Transaction Terminal code / number of cash register
	SW		POS software name
	DE_SW_Version		POS software version for Germany
	HW		Hardware brand and model
	DE_Modell		Terminal Modell for Germany
	Serial		Hardware serial number

Optional data maintenance in the efsta portal: EFR ->Cloud symbol ☁️ -> Terminal

ID	VERSION	COMPANY	LOCATION	TERMINAL	CRT/FIS-UNIT	COMMENT
0000005103	2.4.3.3 (DE)	Meldepflicht Demo Unternehmen GmbH			0 / 0	TEST
0000005103.1_1	2.4.3.3 (DE)	Meldepflicht Demo Unternehmen GmbH	Teststandort Adresse B (DE)	1	0 / 1	TEST
0000005103.2_1	2.4.3.3 (DE)	Meldepflicht Demo Unternehmen GmbH	Teststandort Adresse A (DE)	1	0 / 1	TEST

Selected Company Meldepflicht Demo Unternehmen GmbH

Company: [dropdown] Location: [dropdown] Terminal: [dropdown] Device: [dropdown] Agency: [dropdown] Profile: [dropdown] eDocument: [dropdown]

Field	Value	Description
SW		Transaction Terminal code / number of cash register
SWVersion		POS software name
HW		Software Version
HWModel		Hardware brand
Serial		Hardware model
		Hardware serial number

SEND CURRENT CFG Terminal

You can initiate a data download to get an overview of all the reporting data entered - this data export is for checking purposes only - it is not possible to upload processed data in the portal (alternative: API call): -> Portal export -> Export type "Elster data" -> Download as CSV

PORTAL EXPORT

Export type: [Elster Data]

Selected structure: [Please choose an Organisation/Company]

Display preview | Display export | Download as CSV

CompanyName	LocationName	RegisterNumber	POSType	POSSoftware	POSSerial	POSManufacture	POSModel	POSPurchaseDate	POSActivationDate	POS Date
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The reporting obligation currently stipulates that personal data of the submitter must be recorded - **the authorities** have announced a change to this for the end of October - as soon as this is published, we will make the appropriate adjustments in the efsta portal in order to be able to offer legally compliant data recording and the export of this data.

Changes have also been announced in the TSE recording, where fields such as the installation date or the expiration date of the TSE will be removed.

In the next efsta reporting obligation update on 1.12.2024, all changes known up to then will be available in the efsta portal.

Please note that when using an efsta **offline** ERA version, the legally required data is **NOT transmitted** to the **efsta portal** and is therefore not available for a data export to fulfill the reporting obligation. In one of the next EFR versions we will offer an export of the TSE data - you will receive corresponding information via [newsletter / blog post](#).

Please note that the planned **TSE data export** will **NOT** include **the XML format required by MeinELSTER** - we will provide an **export of the TSE data** in plain text - for your further **use for independent reporting of** your cash registers.