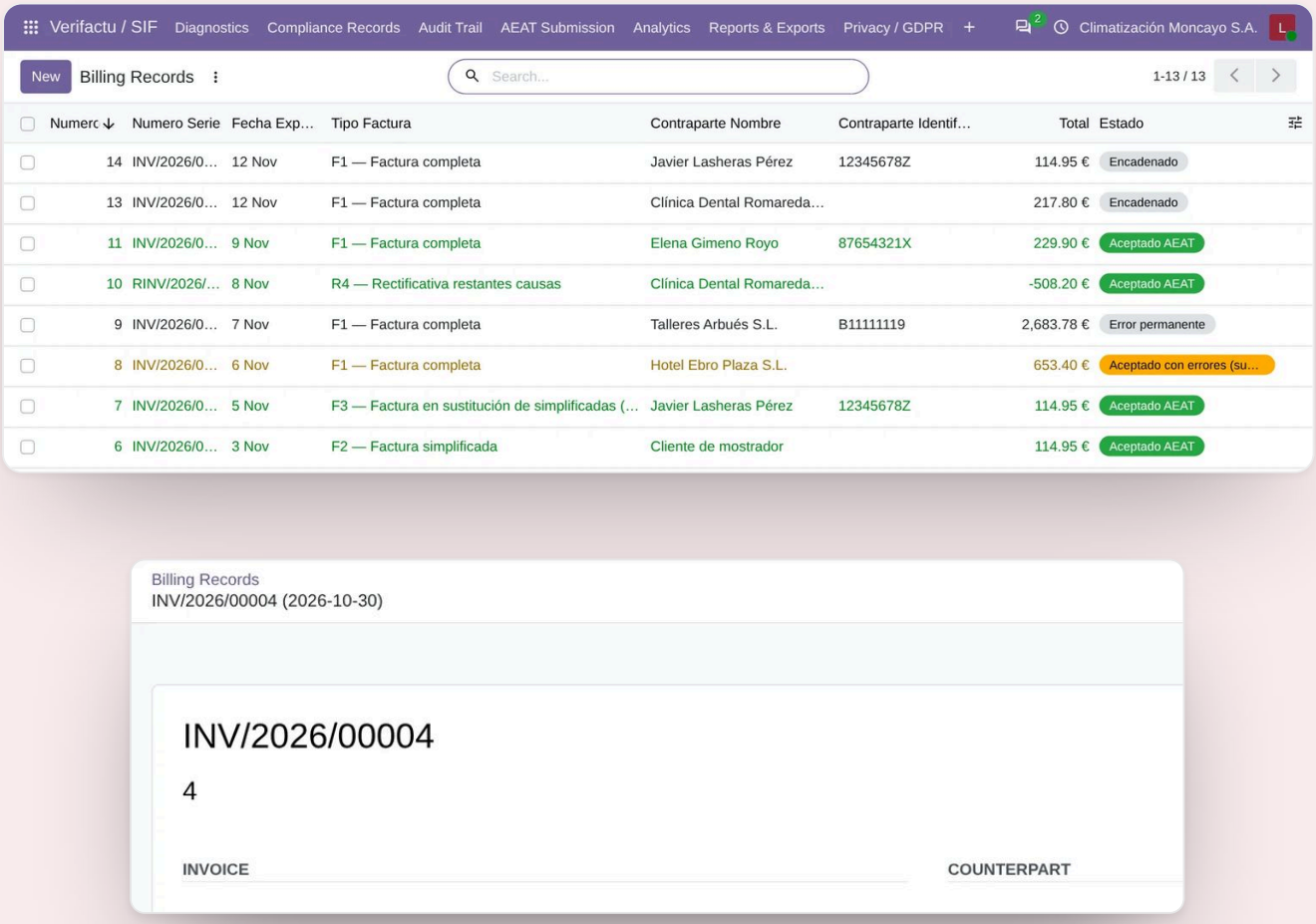
VERI*FACTU ⇄ odoo | FlexigoTech

USER MANUAL · INVOICING AND TAX

VeriFactu for Odoo

For those who already have the module: install it, activate it, set it up and use it, step by step.

Module version 20.0.1.4.4 | Odoo 20 screenshots | Edition of 15-11-2026



Real Odoo 20 screenshot. The list of billing records and the detail of one of them, inside the Verifactu / SIF app.

Contents

On the right, the page where each section starts. Menu and button names are those of Odoo in English.

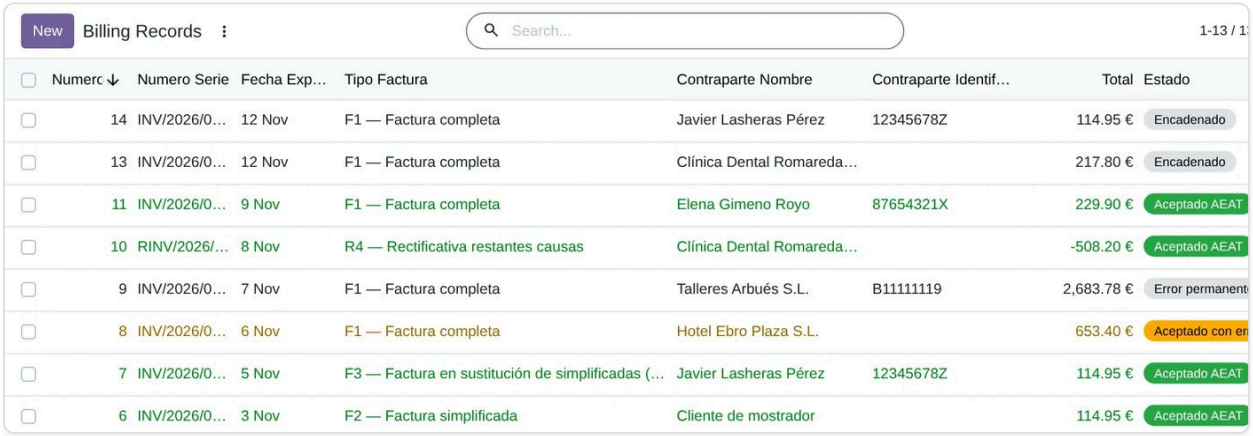
1	What it is and where it is	3
2	Before you start	4
3	Installation	4
4	Activate FlexigoTech Cloud: the 14-day trial	5
5	Connecting your chain	7
6	Settings, certificate and going live	9
7	The chain options	11
8	Submission and cancellation records	12
9	AEAT submission queue	13
10	The event log	15
11	Funnel, trend and diagnostics	16
12	Multi-company advisory console	18
13	Exporting records and GDPR requests	20
14	Historical record migration	22
15	What happens automatically	23
16	If something fails	24
17	Support	24

This manual describes version 20.0.1.4.4 of the module (Odoo branch 20.0, commit 1fdc980f7). Everything it says comes from its code: menus, buttons, fields, scheduled actions and error messages.

The screenshots come from a test Odoo 20 database, with a made-up company and data and no real connection to VERI*FACTU. In Odoo 17, 18 and 19 the module has its own version: if something on your screen does not match, write to us.

1 What it is and where it is

The module adds an app called **Verifactu / SIF** to Odoo, which holds the billing records, the submission queue to the AEAT, the certificates and the compliance reports. It also extends invoices, the company form and the settings.



- **Real Odoo 20 screenshot.** List of billing records in the Verifactu / SIF app.

Verifactu / SIF › Diagnostics	Opens the compliance diagnostics panel.
Verifactu / SIF › Compliance Records	**Verifactu / SIF › Compliance Records › Billing Records**, **Verifactu / SIF › Compliance Records › Cancellation Records** and **Verifactu / SIF › Compliance Records › Chain State**.
Verifactu / SIF › Audit Trail	**Verifactu / SIF › Audit Trail › Event Log**.
Verifactu / SIF › AEAT Submission	**Verifactu / SIF › AEAT Submission › Submission Queue**, **Verifactu / SIF › AEAT Submission › AEAT Errors** and **Verifactu / SIF › AEAT Submission › AEAT Error Catalogue**.
Verifactu / SIF › Analytics	**Verifactu / SIF › Analytics › Submission Funnel**, **Verifactu / SIF › Analytics › Submission Trend** and **Verifactu / SIF › Analytics › Billing Records Analytics**.
Verifactu / SIF › Reports & Exports	**Verifactu / SIF › Reports & Exports › Export Wizard**, which opens the **Export Compliance Records** wizard.
Verifactu / SIF › Privacy / GDPR	**Verifactu / SIF › Privacy / GDPR › DSAR Wizard**.
Verifactu / SIF › Asesoría Console	**Verifactu / SIF › Asesoría Console › Compliance Cockpit**, **Verifactu / SIF › Asesoría Console › Billing Records (List)**, **Verifactu / SIF › Asesoría Console › Chain States (List)** and **Verifactu / SIF › Asesoría Console › Event Log**, with the data of all companies.
Verifactu / SIF › Configuration	**Verifactu / SIF › Configuration › Invoice Series**, **Verifactu / SIF › Configuration › Certificates**, **Verifactu / SIF › Configuration › Migration Runs**, **Verifactu / SIF › Configuration › Setup Wizard** and **Verifactu / SIF › Configuration › Import Historical Records**.

Outside its app, the module adds the **SIF Record** and **SIF Cancel** buttons to the invoice and, under **Other Info**, the verification link and the invoice type; to the company form, the **Verifactu / SIF** tab; and to the Odoo settings, its block with the submission, the environment and the deadline.

2 Before you start

Gather this before installing the module, because the initial setup will ask for it.

- Your company's electronic certificate, in .p12 or .pfx, with its password: this is how your Odoo identifies itself to the AEAT. Without an active and valid certificate, no submission goes out.
- The 14-day trial or a FlexigoTech Cloud subscription.
- Odoo 17, 18, 19 or 20 with Spanish accounting (l10n_es), on Odoo.sh or on your own server. Odoo Online will not work, because it does not allow installing third-party modules.
- The company's NIF on its record: the wizard suggests it and it goes into the fingerprint of each record.
- A person with administrator permissions in Odoo to install the module. On installation, administrators receive the **SIF Manager** group.

> The module does not decide for you whether your company must use VERI*FACTU. Those who use the SII are excluded, and companies in the foral territories (Basque Country and Navarre) have their own system: the wizard does not let you activate it in those cases. The BOE currently sets 1 January 2027 for those who pay Corporation Tax and 1 July 2027 for the rest. On 5 October 2026 the Spanish Ministry of Finance announced that it plans to postpone this until October 2028; until it is published in the BOE, the 2027 dates apply. The module shows you your date and the days remaining.

3 Installation

The module is installed like any third-party Odoo module. Administrator access is required.

How to get it

From its page on Odoo Apps (**https://apps.odoo.com/apps/modules/20.0/flexigo_spain_verifactu**) or from its page on flexigotech.com. Choose the Odoo version you use: each version is a separate module.

The module depends on `flexigotech_cloud`, the connection to FlexigoTech Cloud. On Odoo Apps, the module's page lists it under "Community Apps Dependencies" and its price already includes it; it is free and has its own page (**https://apps.odoo.com/apps/modules/20.0/flexigotech_cloud**). Place both folders together in the same modules path and Odoo installs `flexigotech_cloud` at the same time.

On Odoo.sh

1. **Upload the folders to your repository**
   Copy `flexigo_spain_verifactu` and `flexigotech_cloud` into your project branch, in your modules folder, and push.
2. **Wait for Odoo.sh to build the branch**
   When it finishes, both modules are in the branch.
3. **Install the app**

In **Apps**, click **Update Apps List** (with developer mode on), search for "VeriFactu" and click **Activate**.

On your own server

1. **Copy the folders**
   Place `flexigo_spain_verifactu` and `flexigotech_cloud` in a folder that is in the `addons_path` of your Odoo.

2. **Restart Odoo**
   So that it reads the new modules.

3. **Install the app**
   In **Apps**, **Update Apps List**, search for "VeriFactu" and click **Activate**.

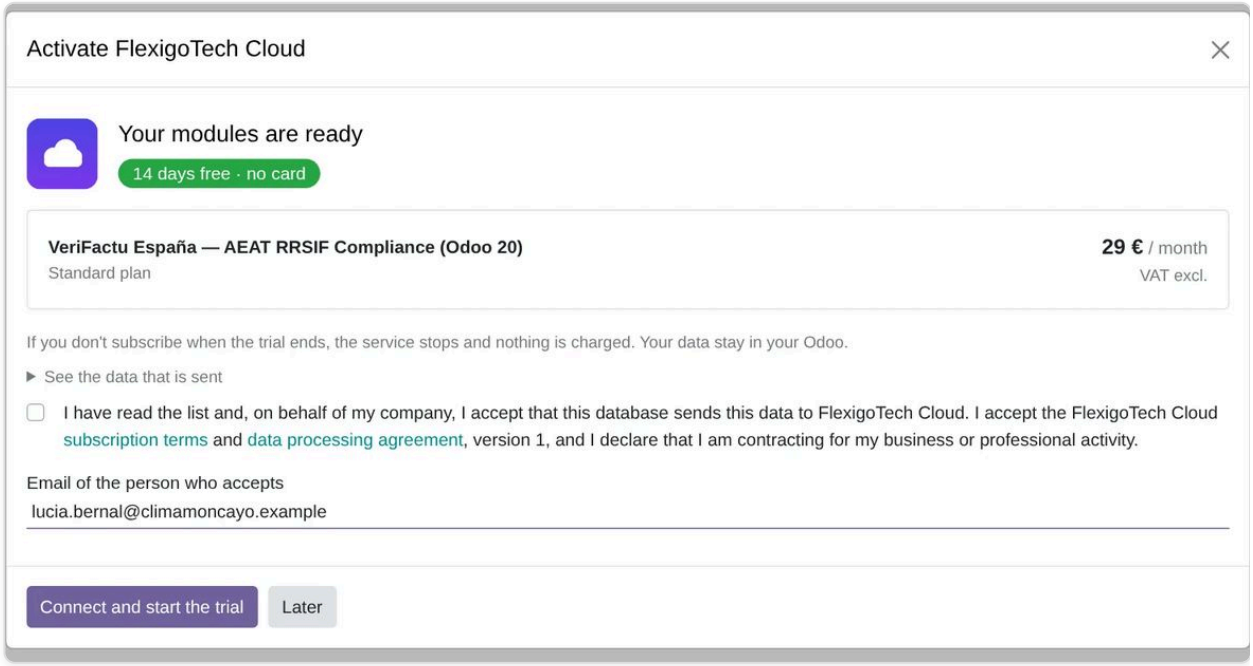
> When installed, Odoo also installs the apps the module depends on: Invoicing. If you already use them, nothing you have changes.

USER MANUAL · VERI*FACTU

4 Activate FlexigoTech Cloud: the 14-day trial

Your Odoo talks directly to the AEAT, with your certificate. FlexigoTech Cloud monitors the module's official sources every day and alerts you when they change, with a schedule of deadlines. The module is used with the 14-day trial or with the subscription.

1. **Click Activate in the top bar**
   It appears as soon as you install the module. It opens the **Activate FlexigoTech Cloud** window, with the Standard plan and its 14 free days, no card required.



- **Real Odoo 20 screenshot.** The activation window: read the list of data, tick the box and enter your email.

2 **Accept and enter your email**

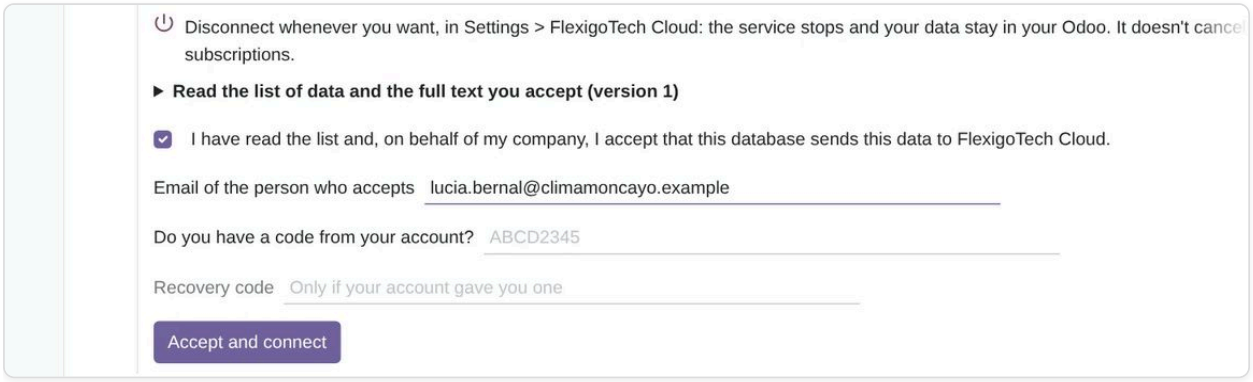
Tick «I have read the list and, on behalf of my company...» (this includes the subscription terms and the data processing agreement) and enter the **Email of the person who accepts**.

3 **Click Connect and start the trial**

Odoo registers the database with FlexigoTech Cloud and starts the module trial. If you prefer to leave it for later, **Later** closes the window.

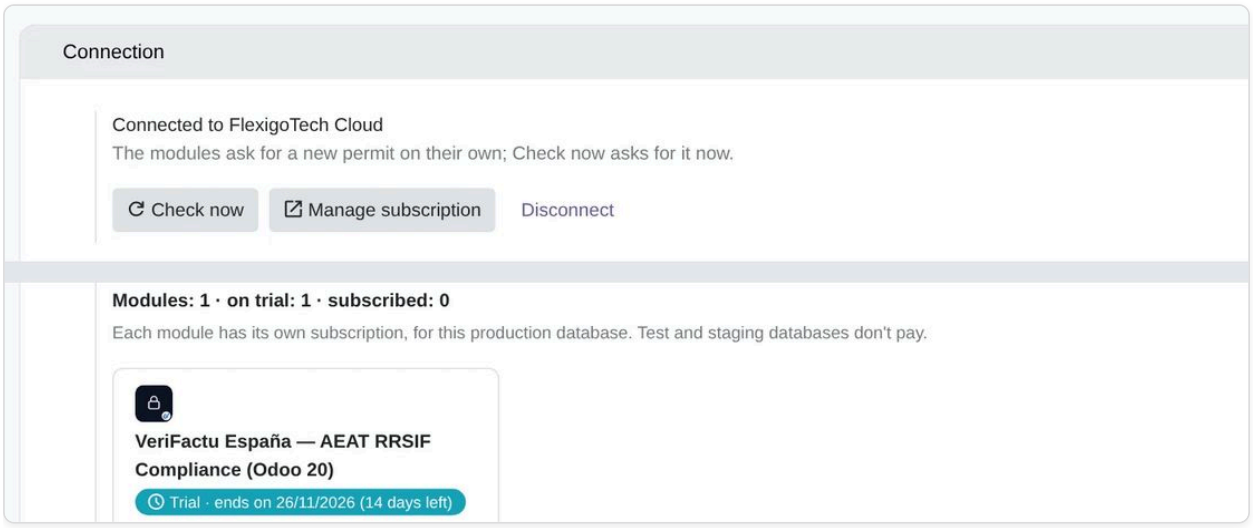
The same, from Settings

In **Settings › FlexigoTech Cloud** is the full list of what the database sends. Tick the box, enter the email and click **Accept and connect**. If you already have an account at app.flexigotech.com, the field **Do you have a code from your account?** links the database to it (the code is valid for 10 minutes).



- **Real Odoo 20 screenshot.** Settings › FlexigoTech Cloud, before connecting: the ticked box, the email and **Accept and connect**.

With the database connected, the **Modules** block shows each module with its status: **Trial** and the date it ends, **Subscribed**, etc. From there you choose the plan (Standard or Pro, monthly or yearly) and click **Subscribe**: payment is made on the Stripe page, outside Odoo.



- **Real Odoo 20 screenshot.** Settings › FlexigoTech Cloud with the database connected and the module on trial.

PLAN	PRICE	INCLUDES
Standard	€29 per month or €290 per year	Support response within 1 business day
Pro	€58 per month or €580 per year	Response within 4 business hours and video call if needed

Prices exclude VAT. If you do not subscribe when the trial ends, the service stops and nothing is charged. **Check now** requests permission immediately (otherwise the module renews it automatically every 6 hours).

> You cannot start a trial on a neutralised copy (staging) or on a database with demo data: Settings says «This database is a neutralised copy or has demo data, so trials can't be started here»

USER MANUAL · VERI*FACTU

5 Connecting your chain

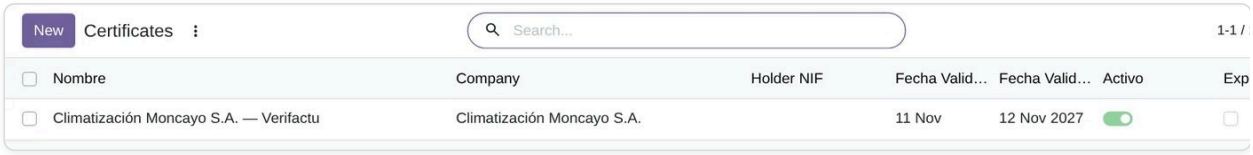
Each Odoo company has its chain, which you can see in **Verifactu / SIF › Compliance Records › Chain State**.

1 Open the wizard

Go to **Verifactu / SIF › Configuration › Setup Wizard**. It asks for the NIF, the test environment, the SIF owner and the invoicing series. Click **Configure** when you have the details.

2 Upload the certificate

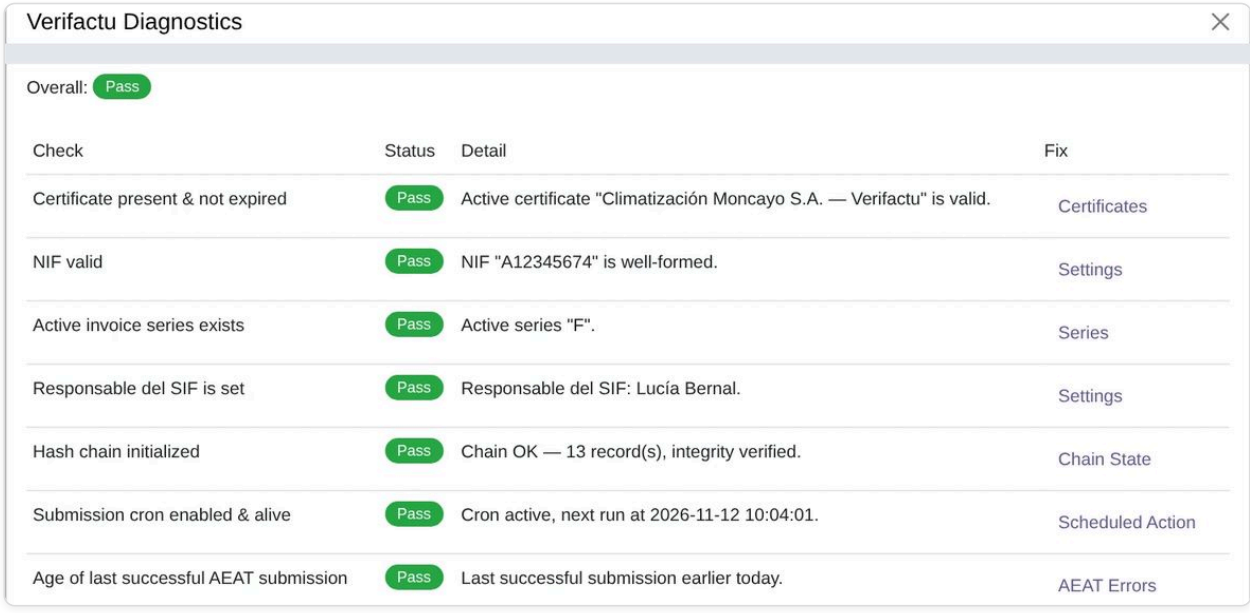
In **Verifactu / SIF › Configuration › Certificates**, **New** asks for a name, the .p12 or .pfx file and its password. When saved, click **Activate**. The wizard does not ask for it in VERI*FACTU mode, but without an active certificate no submission goes out.



- **Real Odoo 20 screenshot.** List of certificates.

3 Check the diagnostics

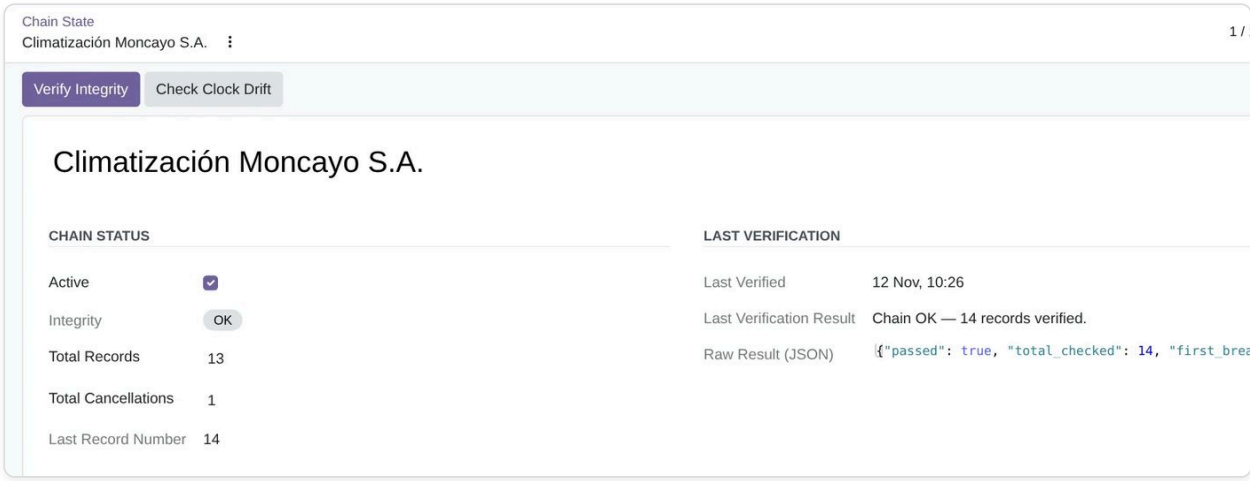
In **Verifactu / SIF › Diagnostics** there are seven checks. The first one that is not **Pass** is the next thing to fix.



- **Real Odoo 20 screenshot.** Configuration checks panel.

4 Check the chain

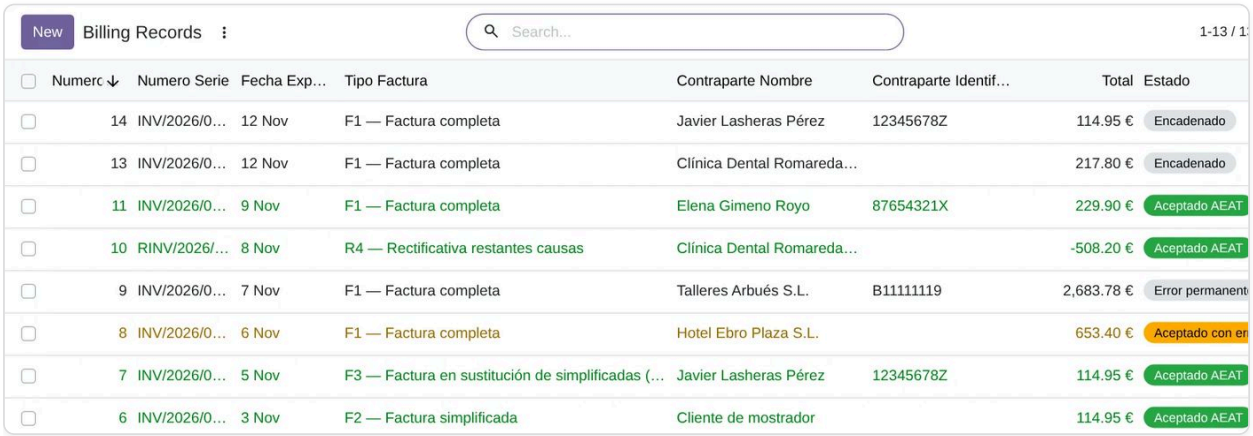
Each company's chain is created automatically when the module is installed. Open it in **Verifactu / SIF › Compliance Records › Chain State** and click **Verify Integrity**: **Integrity** changes from **Unchecked** to **OK** if everything adds up.



- **Real Odoo 20 screenshot.** Chain screen for a company.

> The **Verify Integrity** and **Check Clock Drift** buttons are only visible to the **SIF Manager** group. When the module is installed, Odoo administrators already have it. Permission for FlexigoTech Cloud is accepted by an administrator in **Settings › FlexigoTech Cloud**.

After you connect, the scheduled actions do the work on their own. **Verifactu: Process Submission Queue** sends the queue to the AEAT every minute. **Verifactu: Nightly Integrity Check** checks the chain every day. **Verifactu: Clock Drift Check** checks the time every hour. **Verifactu: Certificate Expiry Alert** warns you every day about the certificate expiry. If the chain is suspended for a migration, Odoo shows «Chain is suspended for migration. Cannot append new records».



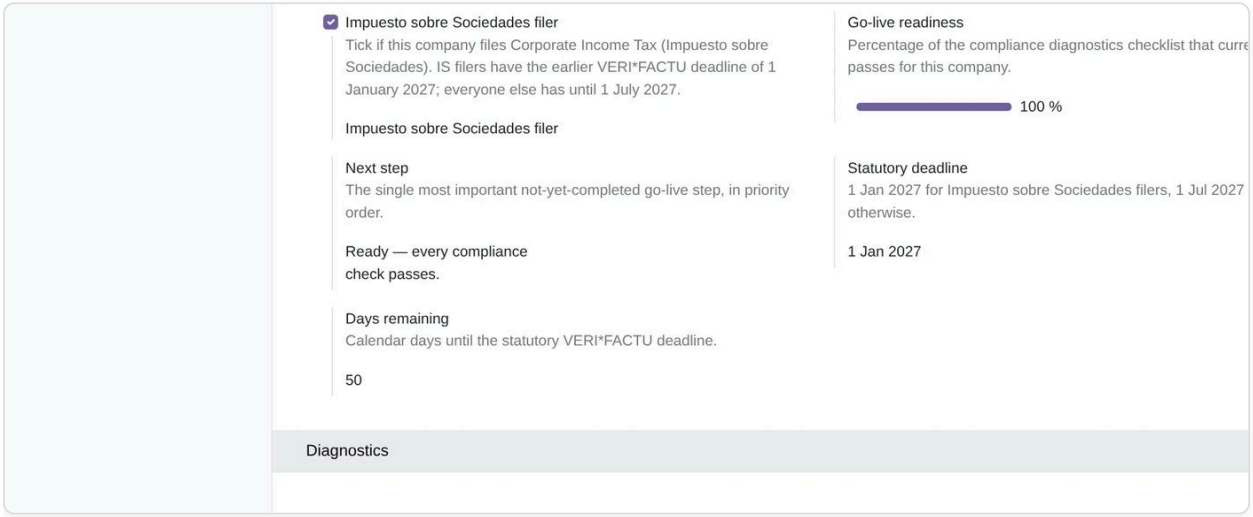
- **Real Odoo 20 screenshot.** Billing records of a chain.

6 Settings, certificate and going live

What is configured once per company: the module block in Settings, the certificate and the move from the test environment to production.

The module block in Settings

Enable submission	Turns on VERI*FACTU for the company.
Environment	Test or production. Read-only here: it is changed with **Switch Environment...**.
NIF	The one on the records. If left empty, the company's.
SIF responsible person	Who is responsible for the system and receives the alerts.
Instance Secret	Set once and never changed: the certificate is encrypted with it.
Producer NIF	FlexigoTech's, which goes on each submission. Required before submitting in production.
Pays Corporation Tax	Tick the box and your deadline becomes the one for companies.
Preparation and next step	What part of the checklist passes and the first thing that is missing.
Legal deadline and days remaining	Your date and the days left.



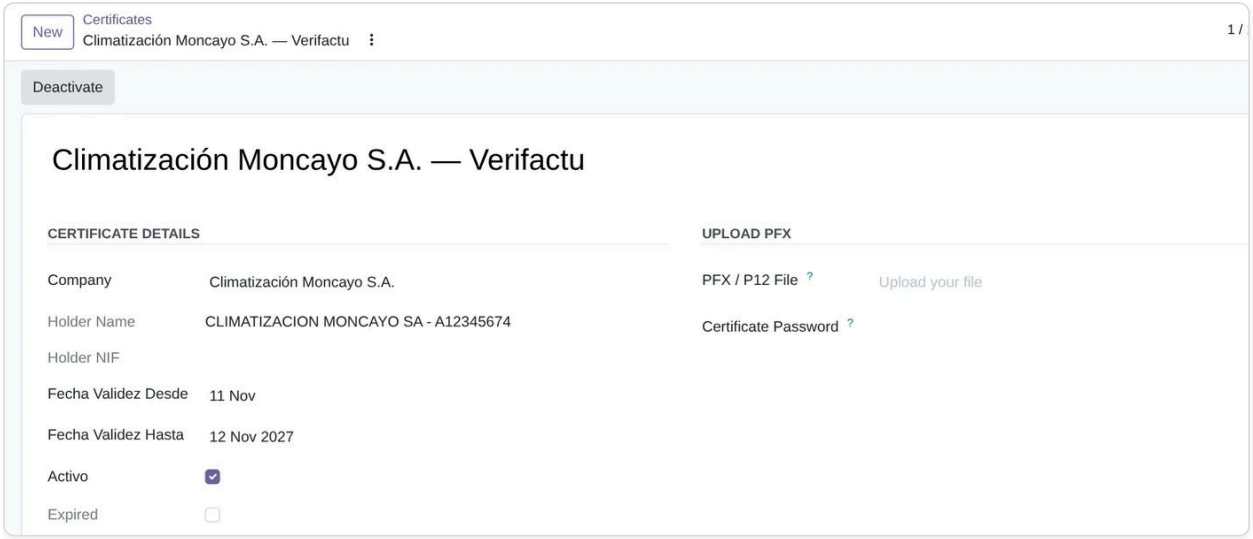
- **Real Odoo 20 screenshot.** The module block in Settings, with the preparation status and the deadline.

Further down, **Am I compliant? (Diagnostics)** opens the diagnostics; the email summary says how often it is sent and to whom; and alerts via Slack, Telegram or Teams are tested with **Send Test Alert**.

The certificate

Each company has its own certificate. In **Verifactu / SIF › Configuration › Certificates**, **New** asks for a name, the .p12 or .pfx file and its password; once saved, press **Activate**. The list shows its status: active, about to expire, expired or revoked.

The file and its password are stored encrypted (AES-256-GCM) in your Odoo. The module warns you by email 60, 30 and 7 days before it expires. With an expired certificate, no submission is sent.



- **Real Odoo 20 screenshot.** One certificate: holder, dates and the **Activate** and **Deactivate** buttons.

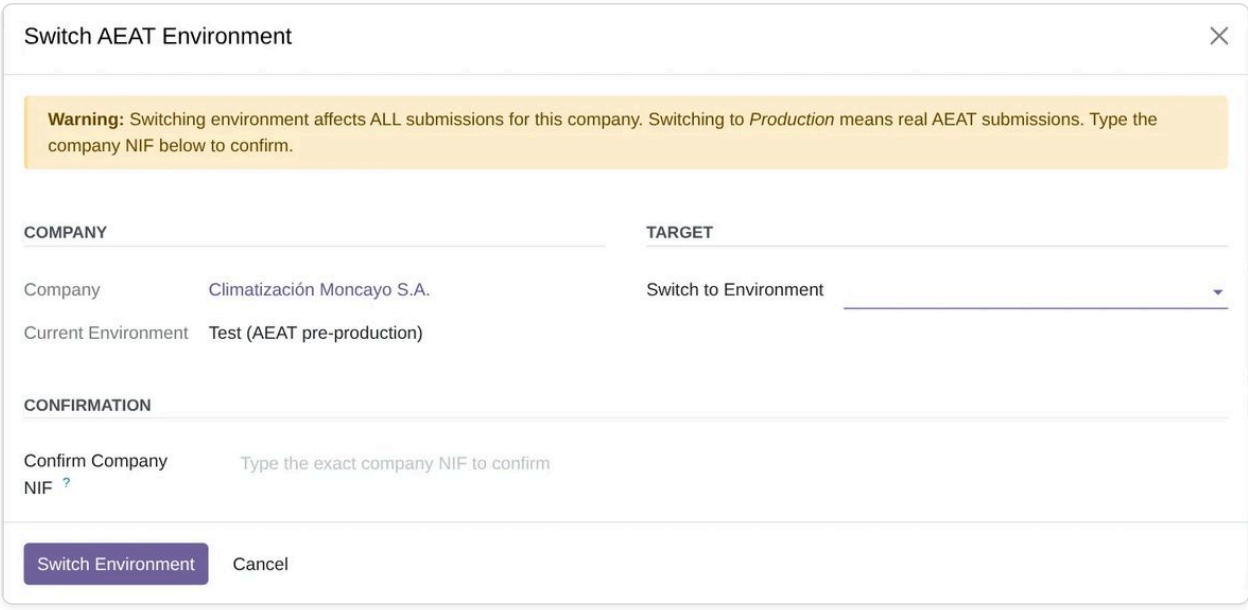
From testing to production

1. **Enter the producer's NIF**

   In Settings, the one for FlexigoTech. Without it, nothing is sent in production.

2. **Press Switch Environment...**

   In Settings, next to the environment.



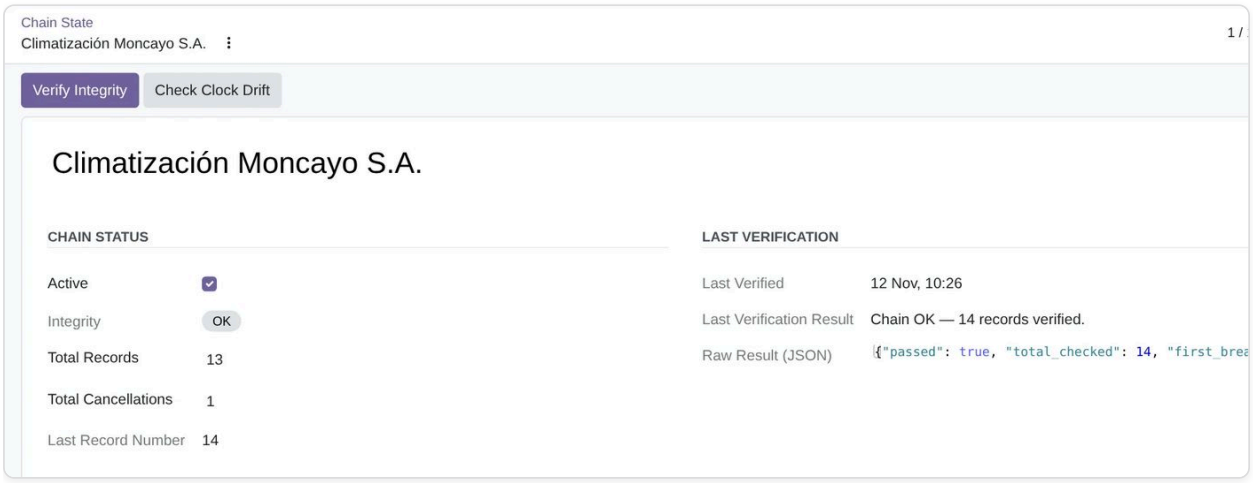
- **Real Odoo 20 screenshot.** Switching environment asks you to type the company's NIF.

3. **Type the company's NIF and confirm**

   If it does not match, nothing changes. This way nobody moves to production by accident.

7 The chain options

Each company's chain has a single option you can change by hand; the rest are counters and statuses that Odoo fills in.



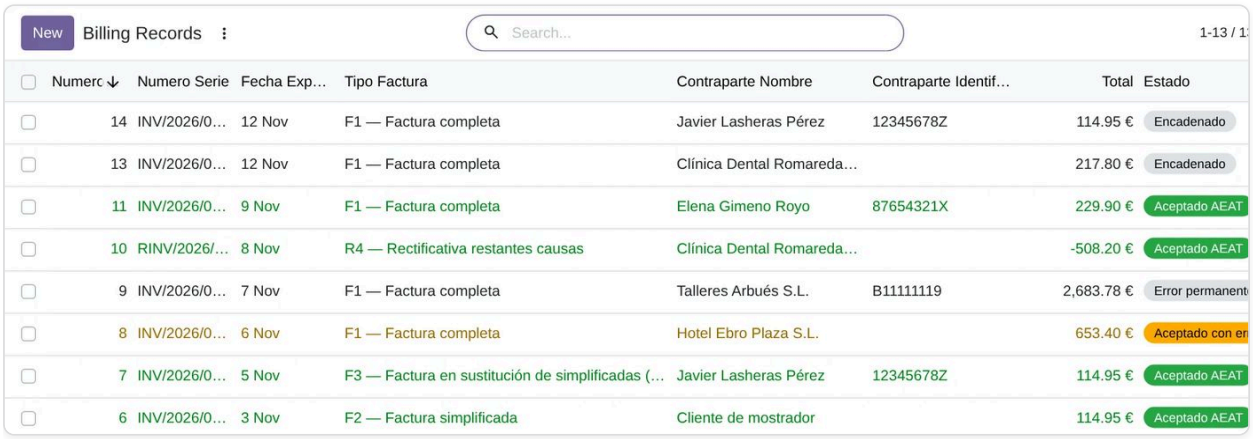
- **Real Odoo 20 screenshot.** Form of a chain opened from **Chain State**.

OPTION	ON CREATION	WHAT IT DOES
Active	On	While it is on, the chain accepts new records. The import of old invoices turns it off while it works and turns it back on when it finishes; while it is off, it does not accept new invoices: Odoo shows «Chain is suspended for migration. Cannot append new records» Cancellations are still accepted.
Company	The company the chain is created for	Indicates which company the chain belongs to. It is mandatory and each company has its own chain.

Nothing else is chosen in the chain: the rest you see is data filled in by the system. **Last Hash** and **Last Record Number** are read-only, and **Total Records** and **Total Cancellations** count what has been recorded so far.

8 Submission and cancellation records

Each customer invoice you post generates a chained submission record, and each cancellation generates a cancellation record.



- **Real Odoo 20 screenshot.** List of submission records.

The submission record is created automatically when the invoice is posted, and the cancellation record when it is cancelled: there is no button to press and no scheduled task to wait for. Each record carries its hash, its record number, its QR code and the invoice series it belongs to.

You find them under **Verifactu / SIF › Compliance Records › Billing Records** and **Verifactu / SIF › Compliance Records › Cancellation Records**. From the invoice they open with the two buttons for its record, the submission and the cancellation.



- **Real Odoo 20 screenshot.** List of cancellation records.

Invoice buttons

SIF Record	Counts the invoice's submission records and opens the linked record.
SIF Cancel	Counts the invoice's cancellation records and opens the linked record.

Record statuses

- **Borrador**
- **Encadenado**
- **Enviado**
- **Aceptado AEAT**
- **Aceptado con errores (subsanar)**
- **Rechazado AEAT**
- **Reintentando**
- **Error permanente**

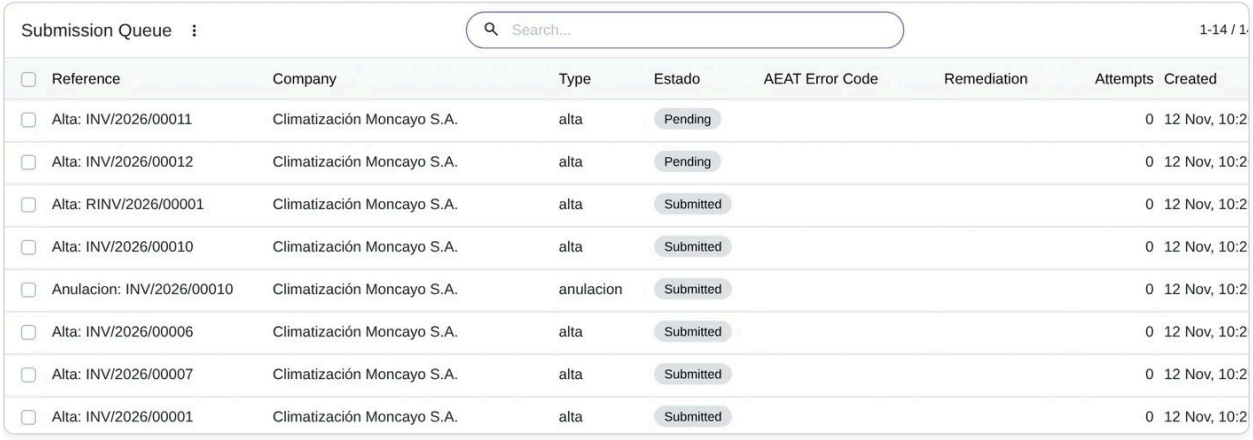
Credit notes (corrective invoices)

A customer credit note, the one that comes from the **Credit Note** button on the invoice, also generates its own registration record: it goes as a rectification, with the type the credit note carries (R1 to R5). If it rectifies a simplified invoice (F2), it always goes as R5. When you post it, the module stops anything the AEAT would reject and the credit note is not posted: an R1 to R4 without the customer's NIF or foreign tax ID (AEAT error 1189), an R3 without a Spanish NIF (1191) or an R2 without a Spanish NIF or EU VAT number (1192).

> You cannot delete a chain record or modify its fields. If you try, Odoo shows «Billing records cannot be deleted. Issue a cancellation record (registro de anulación) instead» or «Chain record fields cannot be modified: ...». On a cancellation, you get «Cancellation records cannot be deleted.» and «Cancellation record fields cannot be modified: ...».

9 AEAT submission queue

Each billing or cancellation record that must reach the AEAT enters a queue that Odoo empties on its own, with retries when something fails.



- **Real Odoo 20 screenshot.** The submission queue list with the status and attempts of each entry.

The scheduled action **Verifactu: Process Submission Queue** sends the pending records of each company to the AEAT every minute, all together in a single request. Each AEAT response is noted on the record and on its queue entry. You see the queue in **Verifactu / SIF › AEAT Submission › Submission Queue** and the failed submissions in **Verifactu / SIF › AEAT Submission › AEAT Errors**.

Entry statuses

Pending	Waiting for its turn to be sent.
Retrying	The submission failed and will be retried. The **Proximo Reintento** field says when.
Submitted	The AEAT has accepted it, with or without errors to correct.
Failed	The AEAT has rejected it for an error that retrying does not fix: the cause must be corrected.
Dead Letter	It has failed six times and is no longer retried automatically. The person in charge is notified by email and with an activity.

Entry buttons

Retry Now	It moves the entry to **Pending**, with the attempts reset to zero, and it goes out on the next pass of the queue, which runs every minute. You only see it when the status is **Failed** or **Dead Letter**.
Retry Selected	Does the same for all the failed entries you select in the **AEAT Errors** list.

1 Open the error list

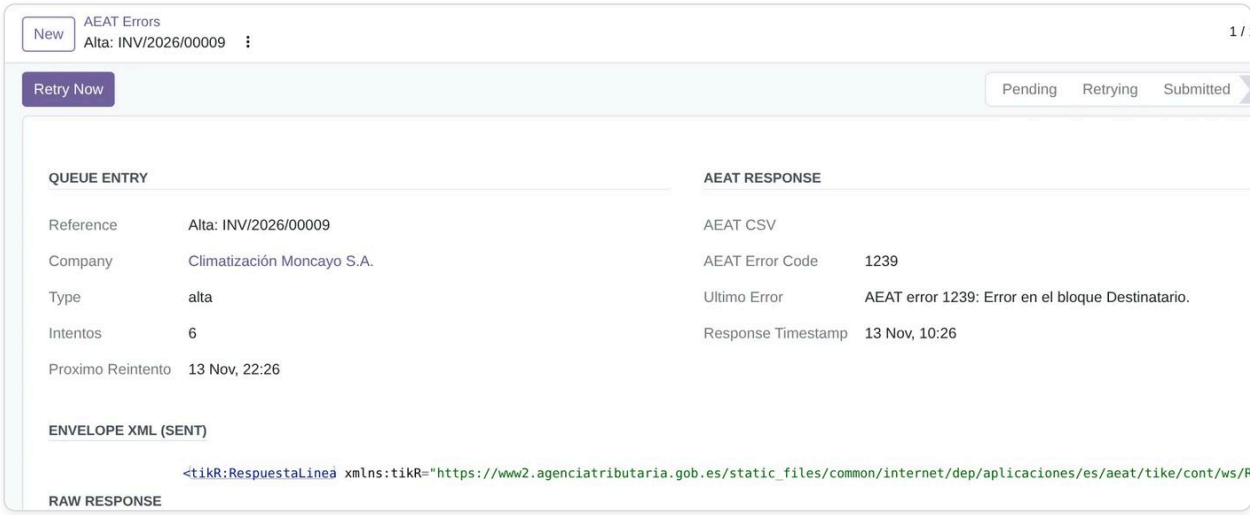
Go to **Verifactu / SIF › AEAT Submission › AEAT Errors**.



- **Real Odoo 20 screenshot.** List of failed submissions with their error code.

2 Read the detail

In the list, the **Remediation** column says how to fix it. When you open the entry you see the **AEAT Error Code** and the **Ultimo Error**.



- **Real Odoo 20 screenshot.** Entry detail with the error returned by the AEAT.

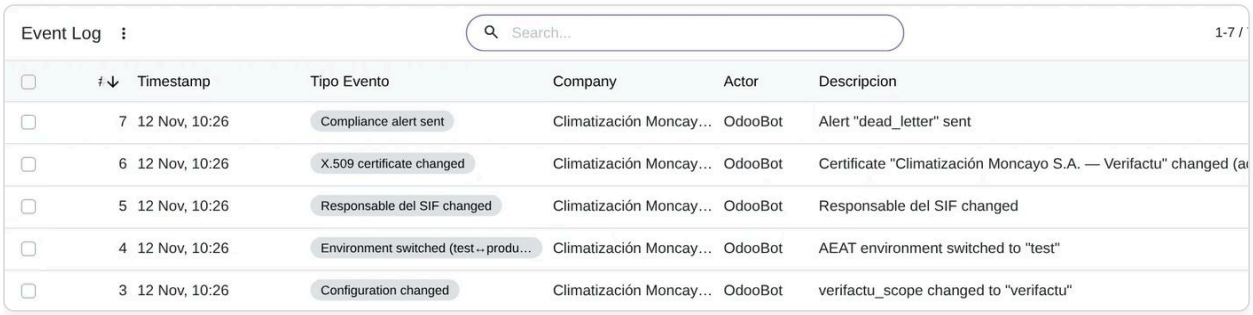
3 Resubmit

Fix the cause and press **Retry Now**, or select several entries and press **Retry Selected**.

> Only someone in the **SIF Manager** group can retry a submission. Otherwise, Odoo shows «Only a SIF Manager can retry AEAT submissions»

10 The event log

Here you consult the event log, which cannot be modified or deleted.



- **Real Odoo 20 screenshot.** List of the event log.

Events are filled in automatically: the system records each relevant fact, such as startup, configuration changes, certificate changes, hash tests, exports and alerts. A scheduled action that runs every 5 minutes raises as a notice inside Odoo any pending alerts that nobody has acknowledged.

Where everything is

The event log is under **Verifactu / SIF › Audit Trail › Event Log**. In the list you find filters to narrow by event type and by today, and you can group by event type, by **Company** or by **Day**.

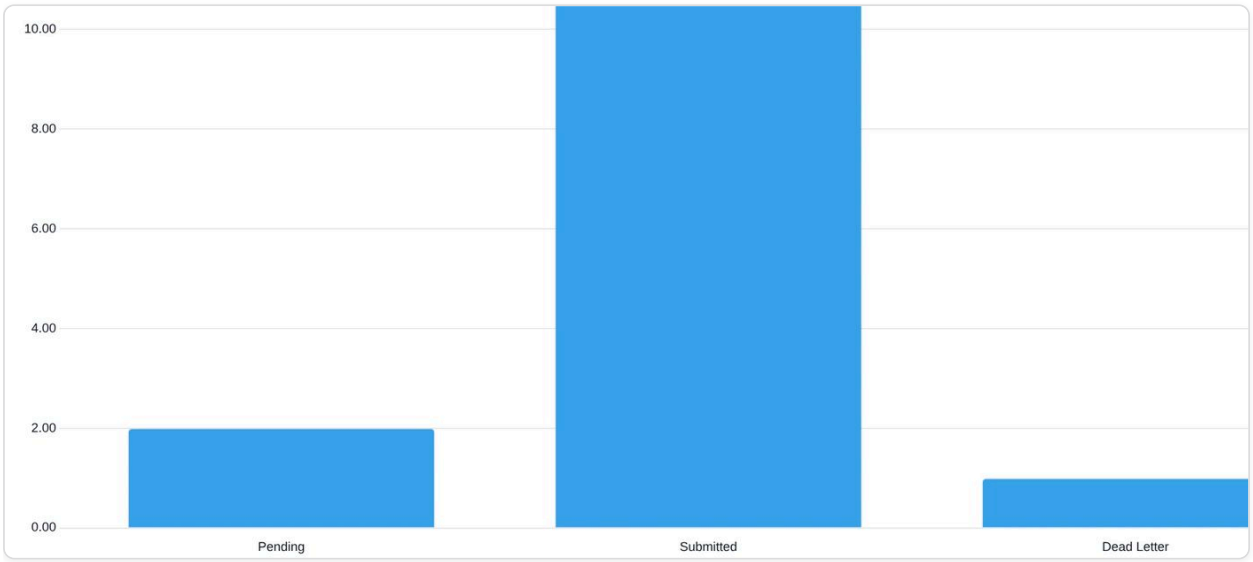
The responsible declaration

The AEAT does not approve software. Whoever makes it signs a responsible declaration that it complies (article 13 of the regulation approved by Royal Decree 1007/2023).

> Event log records cannot be modified or deleted. If you try, Odoo shows «Event log records are immutable.» or «Event log records cannot be deleted.».

11 Funnel, trend and diagnostics

Here you see how submissions to the AEAT are going, analyse the billing records and check with a dashboard whether your company is compliant.

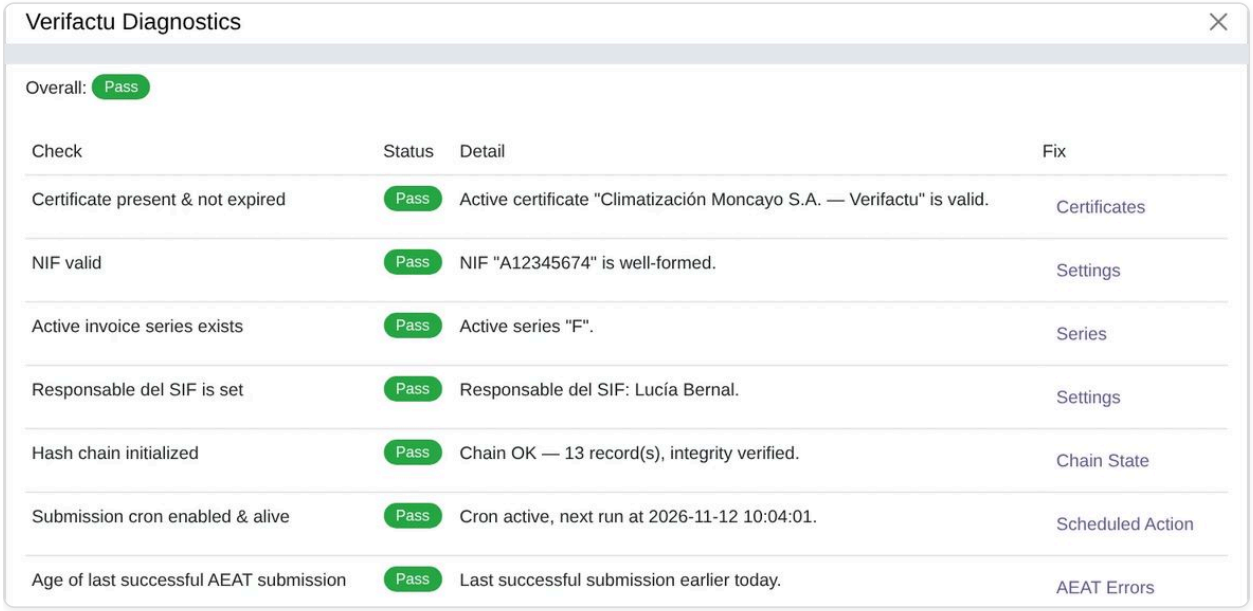


- **Real Odoo 20 screenshot.** Submission funnel screen.

The analysis screens are under **Verifactu / SIF › Analytics**: **Verifactu / SIF › Analytics › Submission Funnel**, **Verifactu / SIF › Analytics › Submission Trend** and **Verifactu / SIF › Analytics › Billing Records Analytics**. The diagnostics dashboard opens from **Verifactu / SIF › Diagnostics**.

Where the data comes from

Submissions leave a queue towards the AEAT service of your company's environment, either testing or production. The scheduled action **Verifactu: Process Submission Queue** processes that queue every minute. The diagnostics dashboard only reads your company's status and writes nothing.



- **Real Odoo 20 screenshot.** **Verifactu Diagnostics** dashboard with the result of each check.

Diagnostics dashboard buttons

Certificates	Opens the certificates.
Settings	Opens the setup wizard, where you fix the NIF and the SIF owner. There are two buttons with this label.
Series	Opens the invoice series.
Chain State	Opens the chain state.
Scheduled Action	Opens the scheduled action. Only the system administration group can see it.
AEAT Errors	Opens the AEAT errors.
Refresh	Reopens the panel and recalculates all checks.
Close	Closes the panel.

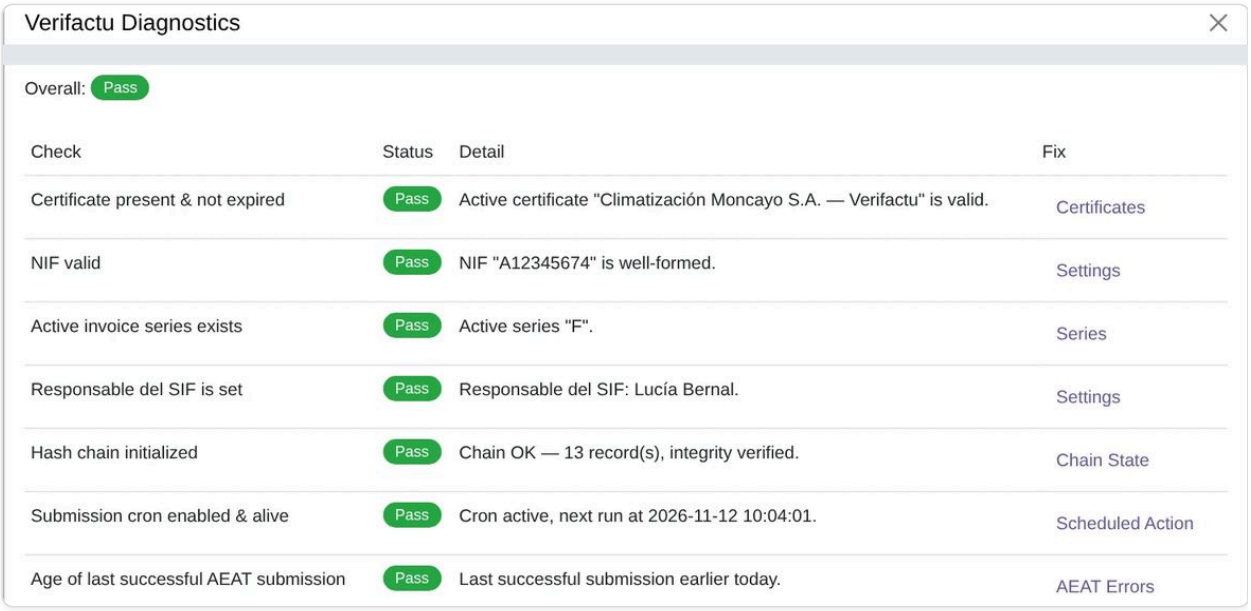
Statuses

Each check and the **Overall** result have one of three statuses: **Pass**, **Warning** or **Fail**.

How to use it

1 **Open the panel**

Go to **Verifactu / SIF › Diagnostics**.



- **Real Odoo 20 screenshot.** Diagnostics panel open.

2 **Check the overall status**

Read **Overall** and the list of checks.

3 **Fix what is pending**

Press the button of any check that is not **Pass**.

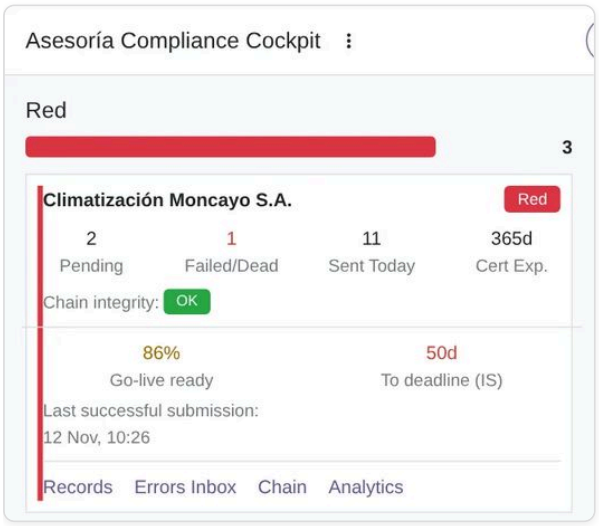
4 **Check again**

Press **Refresh** to recalculate.

> The panel fixes nothing: it only reads. You can only run diagnostics for a company you have access to. Otherwise Odoo shows "You can only run the diagnostic for a company you have access to."

12 Multi-company advisory console

The console brings together, in one dashboard, the compliance status of the companies you manage, with their chains and their submissions to the AEAT.



- **Real Odoo 20 screenshot.** Console dashboard, with companies sorted from worst to best status.

You enter via **Verifactu / SIF › Asesoría Console › Compliance Cockpit**. Each company with VeriFactu active has a chain and appears with its compliance status. The worst ones come first. If you prefer a list, open **Verifactu / SIF › Asesoría Console › Chain States (List)**.

Where each data point comes from

- The task **Verifactu: Asesoría Cockpit RAG Refresh** updates the status and counters of all chains every 5 minutes. If an active company is missing its chain, it creates it.
- The task **Verifactu: Compliance Digest Email** sends the compliance digest each day, if due according to the configured frequency.
- The task **Verifactu: Nightly Integrity Check** verifies the integrity of each active chain every day.
- The task **Verifactu: Clock Drift Check** checks every hour the deviation of the server clock from AEAT time.
- The deadline, preparation and taxpayer data for Corporate Income Tax are copied from each company's record.

Chain buttons and console filters

Verify Integrity	Checks the integrity of the chain now. Visible to the **SIF Manager** group.
Check Clock Drift	Compares the server clock with AEAT time. If it cannot check, it says so.

Red, Amber, Green	Filter the chains by their compliance status.
Awaiting AEAT	Shows companies with invoices not yet accepted by the AEAT.
Expiring certificate	Filter for companies whose certificate expires in 60 days or fewer.

Statuses

Red	There is at least one AEAT submission that failed or was not delivered.
Amber	There are pending or retrying submissions, the certificate expires in less than 30 days or there is none, or the chain is unchecked or broken.
Green	Everything submitted, chain correct and certificate valid.

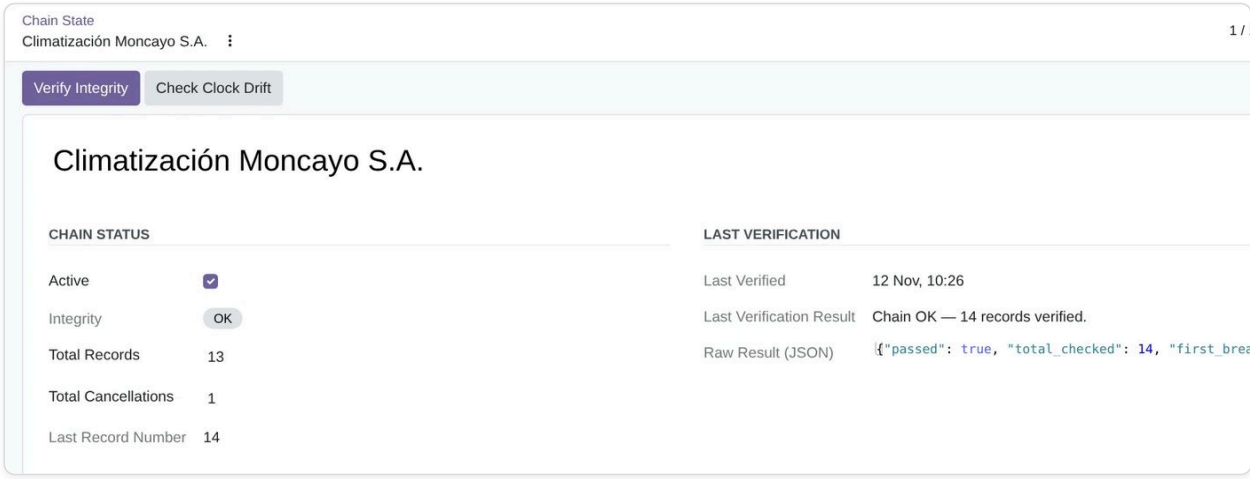
Steps to review a company

1 Open the console

Go to **Verifactu / SIF › Asesoría Console › Compliance Cockpit** and look first at the companies in **Red**.

2 Open its chain

Review the **Oldest Unresolved Error**, the **Last Successful Submission** and the **Certificate Expiry (days)**.



- **Real Odoo 20 screenshot.** Chain of a company with the **Compliance Cockpit** group.

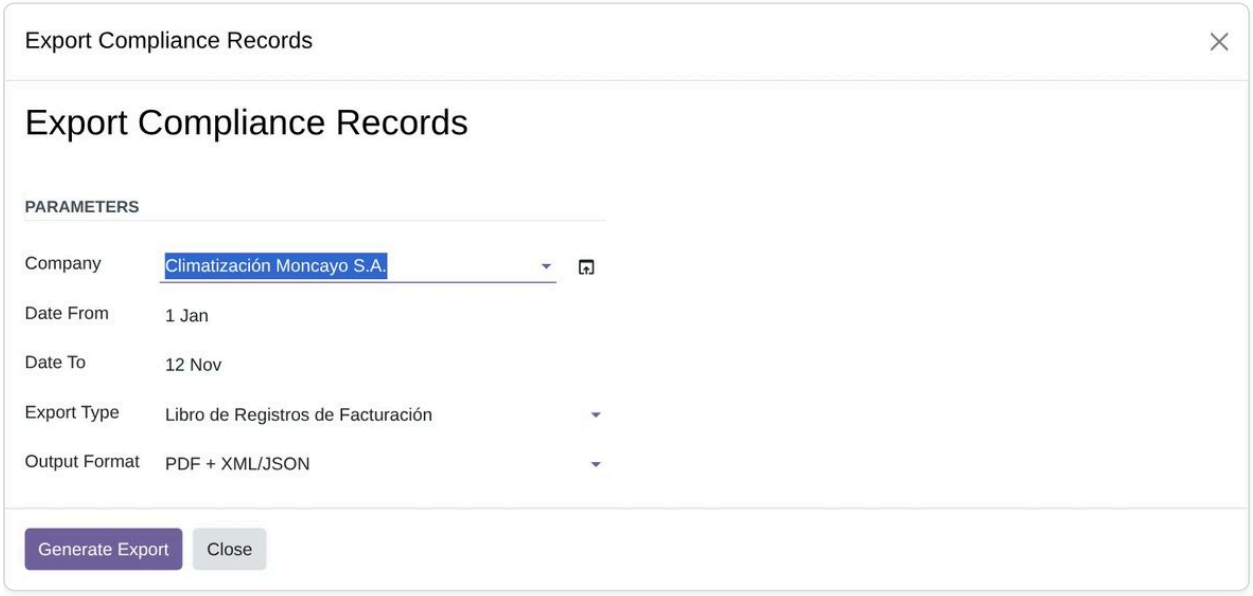
3 Check integrity

Press **Verify Integrity** and read the result in **Last Verification Result**.

> If a chain is suspended for a migration, it does not accept new records and Odoo shows «Chain is suspended for migration. Cannot append new records». Only the migration's own import and cancellations skip this rule.

13 Exporting records and GDPR requests

From **Verifactu / SIF › Reports & Exports › Export Wizard** you export compliance records, and from **Verifactu / SIF › Privacy / GDPR › DSAR Wizard** you handle requests for access to and erasure of personal data.

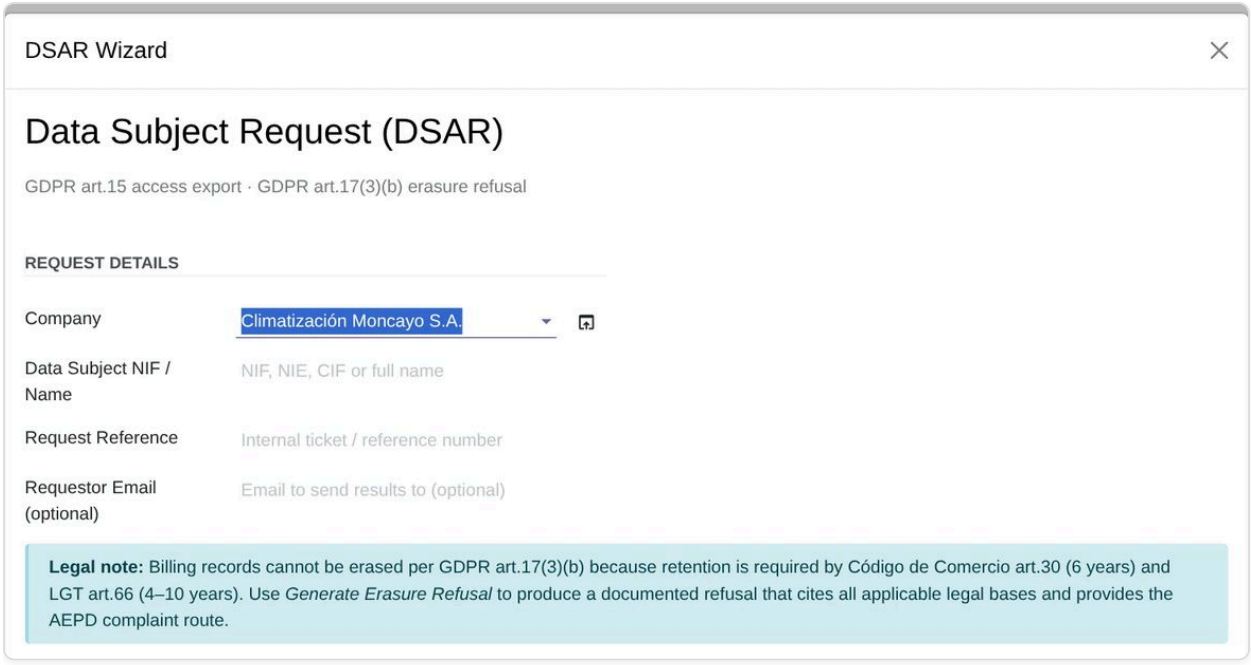


- **Real Odoo 20 screenshot.** Wizard for exporting compliance records.

In the export wizard you choose the parameters and press the button. In the GDPR requests wizard you enter the details of the person requesting access or erasure and press the relevant button. Both are closed with **Close**.

Export records

Company	The company you are exporting from. It comes with the active company.
Date From and **Date To**	The period exported. By default, from 1 January of the current year to today.
Export Type	**Libro de Registros de Facturación**, **Event Log**, **Chain Integrity Report** or **Full Evidence Pack (Libro + Eventos + Declaración)**. It comes with the first.
Output Format	**PDF**, **XML / JSON** or **PDF + XML/JSON**. It comes with the last.
Generate Export	Generates the export and leaves the file in **Result File**, within the **Result** group.



- **Real Odoo 20 screenshot.** GDPR requests wizard.

GDPR requests

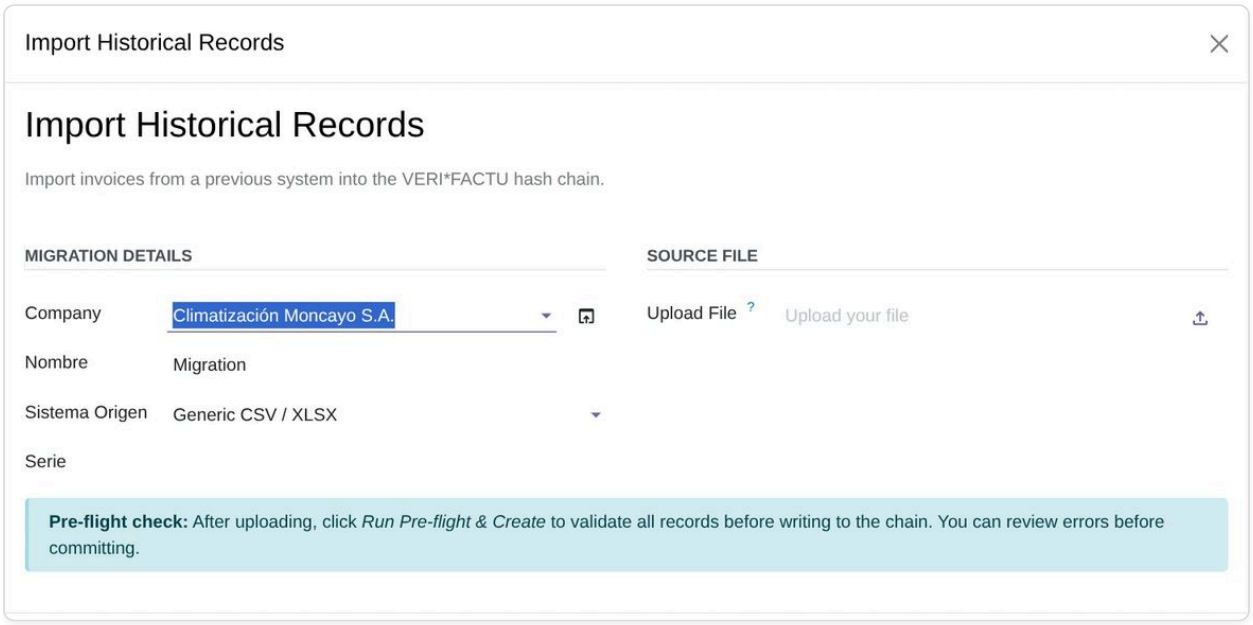
Data Subject NIF / Name	The person's NIF or name. Required.
Request Reference and **Requestor Email (optional)**	The request reference and the email of the person submitting it. Both are optional.
Generate Access Export (art.15)	Exports that person's personal data. Leaves the files in the **Access Export (art.15)** group.
Generate Erasure Refusal (art.17)	Generates the document refusing erasure, with its legal basis. Leaves it in the **Erasure Refusal (art.17(3)(b))** group.

1. **Open the wizard**
   Go to **Verifactu / SIF › Privacy / GDPR › DSAR Wizard**.
2. **Identify the person**
   Enter their NIF or name in **Data Subject NIF / Name**.
3. **Generate the document**
   Press the access or erasure refusal button and download the file that appears.

> Neither wizard modifies the chain's records. An erasure request does not delete data: it generates a refusal document.

14 Historical record migration

Imports historical invoices from other invoicing systems to bring them into the record chain.



- **Real Odoo 20 screenshot.** The **Import Historical Records** wizard, with the company, the source system, the series and the file.

The data comes from a file you upload in **Verifactu / SIF › Configuration › Import Historical Records**. There you choose the **Company**, the migration **Nombre**, the **Sistema Origen** and the **Serie**, and press **Run Pre-flight & Create**. A record is created that you can later open in **Verifactu / SIF › Configuration › Migration Runs**.

As the source system you can choose **Holded**, **Sage 50**, **Sage 200**, **Sage Despachos**, **A3 ASESOR / a3ERP**, **Contasol**, **FacturaPlus**, **Quipu** or **Generic CSV / XLSX**.

Migration buttons

Run Pre-flight	Reads the file, validates the NIFs, checks the date order and flags problems. Only visible in **Draft** status.
Execute Import	Imports all lines into the chain. Only visible in **Pre-flight check** status.
Reset to Draft	Returns the migration to **Draft** so it can be configured again. Visible in **Pre-flight check** and **Failed**.

Statuses

The record goes through **Draft**, **Pre-flight check**, **Importing**, **Validating** and **Done**. If something fails, it ends up in **Failed**.

Steps

1. **Open the wizard**
   Go to **Import Historical Records** and fill in the details and the source file.

2. **Press Run Pre-flight & Create**
   The migration is created and the file is reviewed.

3. **Read the Pre-flight Log tab**
   There you see what the review has flagged.

4. **Press Execute Import**
   The lines are imported and the chain is checked.

> You cannot run the import until the pre-import review has been completed, and you cannot start another migration while the chain is suspended. And note: imported records enter the chain as new entries and, in VERI*FACTU mode, are sent to the AEAT. If your previous software already registered those invoices in VERI*FACTU, the AEAT would hold them twice: contact us before importing them.

USER MANUAL · VERI*FACTU

15 What happens automatically

The module ships with seven scheduled actions, all active when it is installed.

TASK	FREQUENCY	WHAT IT DOES
Verifactu: Process Submission Queue	Every minute	Sends the pending records in the submission queue to the AEAT, per company.
Verifactu: Nightly Integrity Check	Daily	Checks the integrity of each active chain.
Verifactu: Certificate Expiry Alert	Daily	Checks certificate expiry dates and warns when one is approaching.
Verifactu: Alert Escalation to In-App Banner	Every 5 minutes	Turns into an in-app banner in Odoo any alert that nobody has acknowledged within 5 minutes.
Verifactu: Clock Drift Check	Hourly	Checks, for each active chain, the clock deviation from the AEAT's time.
Verifactu: Asesoría Cockpit RAG Refresh	Every 5 minutes	Creates any missing chains and refreshes the status on the accountancy firm dashboard.
Verifactu: Compliance Digest Email	Daily	Sends the compliance digest, according to the configured frequency.

To change the frequencies, go to **Scheduled Actions** in Odoo's technical settings, with developer mode enabled.

16 If something fails

These are the most common cases and where to look for each one.

You get a certificate error	It says «No active certificate for company ...» if there is no active certificate, and «The certificate ... of company ... has expired» if it has expired. Upload a valid one. A daily scheduled action, **Verifactu: Certificate Expiry Alert**, warns you about expiries.
The certificate file does not upload	Check the password: «Invalid PFX or wrong password: ...». If it says «The certificate file has no private key or no certificate», the file is incomplete.
Retrying a submission gives a permissions error	Only a user in the **SIF Manager** group can retry submissions: «Only a SIF Manager can retry AEAT submissions»
A record is not created	If the company's chain is suspended for a migration, it does not accept new records: «Chain is suspended for migration. Cannot append new records»
You want to know what the AEAT replied	Failed submissions and those that have not gone out are in the error inbox. From there you can retry the selected ones or all pending ones.

The scheduled action **Verifactu: Process Submission Queue** runs every minute and retries pending submissions. When something fails, the module sends FlexigoTech Cloud a count of the failures for the monitoring included in your plan, at most once every 15 minutes.

17 Support

Contact us to install it, configure it or with any question. On the Standard plan we reply within 1 working day; on Pro, within 4 working hours, and if needed we can go through it on a video call. Tell us your Odoo version, the module version and, if there is an error, its full text.

Email

To install it, set it up or for any question.
comercial@flexigotech.com

On the web

The module page, with the guide and the prices.
flexigotech.com/en/spain-verifactu.html

On Odoo Apps

The module page on the Odoo store.
apps.odoo.com

VERI*FACTU is the name of the Spanish Tax Agency's system. FlexigoTech publishes this module on its own: it is not an AEAT product and the AEAT does not endorse it. FlexigoTech is a brand of Flexibles y Accesorios Gobe, S.L. (Barcelona, Spain).