Common error checklist.

PLEASE NOTE

This checklist is general information. Requirements, deadlines and procedures may differ per jurisdiction. For further information, contact your **local competent authority**.

01 Check XML template

The MDES portal only accepts reports using the CRS XML or FC XML templates. Make sure the correct template is used during upload.

The competent authority will communicate separate user guide packages for the XML templates.

02 Check tags in XML file

Check the format of the tags in the XML file and make sure they match the format of the tags used in the template.

EXAMPLE OPENING TAG · CRS XML

```
<crs:SendingCompanyIN>
```

03 Check opening text XML file

The first lines of text in the XML document must be exactly the same as stated in the user guides for the CRS XML or FC XML templates.

CRS XML

```
<crs:CRS_OECD
 xmlns:crs="urn:oecd:ties:crs:v3"
 xmlns:ftc="urn:oecd:ties:fatca:v1"
 xmlns:cfc="urn:oecd:ties:commontypesfatcacrs:v2"
 xmlns:iso="urn:oecd:ties:isocrstypes:v1"
 xmlns:stf="urn:oecd:ties:crsstf:v5"
 xmlns:xsi="http://www.w3.org/2001/XMLSchema-
instance"
version="3.0"
 xsi:schemaLocation="urn:oecd:ties:crs:v3
CrsXML_v3.0.xsd">
```

FC XML

```
<oecd_ftc:FATCA_CRS
version="3.0"
 xsi:schemaLocation="urn:fatcacrs:ties:v1
FatcaCrs_v3.0.xsd"
 xmlns:xsi="http://www.w3.org/2001/XMLSchema-
instance"
 xmlns:oecd_ftc="urn:fatcacrs:ties:v2"
 xmlns:sfa_ftc="urn:oecd:ties:fatcacrstypes:v2"
 xmlns:sfa="urn:oecd:ties:stffatcatypes:v2">
```

04 Check message header tags

Check the opening and closing tags for each element in the header part of the XML.

The formatting of the tags will differ per XML template used in MDES. The content is the same.

EXAMPLE · CRS XML

```
<crs:MessageSpec>
  <crs:SendingCompanyIN>[your TIN]</crs:SendingCompanyIN>
  <crs:TransmittingCountry>CW</crs:TransmittingCountry>
  <crs:ReceivingCountry>CW</crs:ReceivingCountry>
  <crs:MessageType>CRS</crs:MessageType>
  <crs:MessageRefId>CW2023P12345.000001</crs:MessageRefId>
  <crs:MessageTypeIndic>CRS701</crs:MessageTypeIndic>
  <crs:ReportingPeriod>2023-12-31</crs:ReportingPeriod>
  <crs:Timestamp>2024-04-07T13:54:56Z</crs:Timestamp>
</crs:MessageSpec>
```

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05 Check value of header elements

Make sure the TransmittingCountry and the ReceivingCountry elements contain the country code of your jurisdiction. Both elements contain the same value.

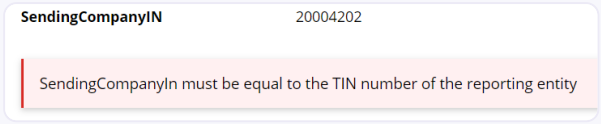
EXAMPLE

```
TransmittingCountry · CW
ReceivingCountry · CW
```

06 Check element SendingCompanyIN

The SendingCompanyIN element must always match the TIN of the reporting entity that is logged in to the portal.

EXAMPLE ERROR MESSAGE



07 Check structure of MessageRefId

The structure of the MessageRefId must be as follows:

[SendingCountry] [TaxYear] [TIN] [unique number]

EXAMPLE

```
CW2023P12345.000001
```

Note that the MessageRefId must always be a **unique number**.

08 Check structure of DocRefId

The structure of the DocRefId must be as follows:

[SendingCountry] [TaxYear] [TIN] [unique number]

EXAMPLE

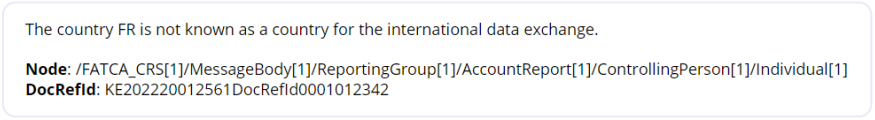
```
CW2023P12345.000002
CW2023P12345.000003
CW2023P12345.000004
```

Note that the DocRefId must always be a **unique number**.

09 Check the partner jurisdiction list of your Tax Administration

The MDES portal only accepts data that will be exchanged with partner jurisdictions of your jurisdiction. Always consult the latest country list provided by the Tax Administration or Competent Authority and omit data for countries that are not on the list. The error below is shown if an incorrect country is present in the XML file.

EXAMPLE ERROR MESSAGE



10 Review completeness of TINs

When reporting account information, the TIN element is essential for matching data with the partner jurisdictions of the relevant reporting country. The MDES portal monitors the completeness of the TIN element in the CRS report.

If no TIN is available for the account holder, the element can be omitted from the account report. However, this will be flagged by the system, and the competent authority will be informed of the **missing TINs**.

11 Review BirthDate element

Only applicable for Individual account holders.

When reporting account information, the BirthDate element is essential for matching data with the partner jurisdictions of the relevant reporting country. The MDES portal monitors the completeness of the BirthDate element in the CRS report.

If no BirthDate is available for the account holder, the element can be omitted from the account report. However, this will be flagged by the system, and the competent authority will be informed of the **missing BirthDates**.

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