

The following information is from ChatGPT. Please confirm this with your accountant!

My company is based in France. I bought a ticket to a professional event (conference) in Poland, and I paid the local 23% VAT. How can I claim back this VAT amount?

ChatGPT's reply:

Since your company is based in France and has a valid EU VAT ID, you can reclaim the 23% Polish VAT paid on your conference ticket using the EU VAT Refund Mechanism (Directive 2008/9/EC).

1. Check Eligibility

You can apply for a VAT refund if:

- Your company is not VAT-registered in Poland and does not conduct taxable activities there.
 - The conference is for business purposes.
 - Poland allows VAT refunds for conferences and professional events (which it does).
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2. Submit the VAT Refund Application via the French Tax Portal

Since your company is based in France, you must apply through the French Tax Authority (Direction Générale des Finances Publiques – DGFIP) VAT refund portal.

Steps to Apply:

1. Log in to the French VAT Refund Portal

- Go to the DGFIP portal:
<https://www.impots.gouv.fr>
- Access your company's professional tax account ("espace professionnel").
- Navigate to the "Demande de remboursement de TVA dans un autre État membre de l'UE" (Request for VAT refund in another EU country).

2. Complete the Refund Request

- Select Poland as the country from which you are requesting the VAT refund.
- Provide invoice details:
 - Supplier's name & Polish VAT number
 - Invoice number & date
 - Net amount & VAT paid (23%)

- Expense type: Conferences and Exhibitions

3. Attach Required Documents

- Poland requires a scanned copy of the invoice, so upload it.

4. Submit Before the Deadline

- Deadline: September 30, 2025, for expenses incurred in 2024.
- Minimum refund amount:
 - €50 per year (if applying for a full year).
 - €400 per quarter (if applying quarterly).

3. Processing by Polish Tax Authorities

- The Polish Tax Office (Krajowa Administracja Skarbowa - KAS) will process your request within 4 months.
- If additional documents are needed, they may request further clarification.
- Once approved, the VAT refund will be transferred directly to your bank account.

Alternative: Direct Application to Polish Tax Authorities (Optional)

If you cannot apply via DGFIP, you could submit a direct request to the Polish tax office using the VAT-REF procedure, but applying through the French tax portal is the recommended method.

Conclusion

To reclaim the 23% Polish VAT from your conference ticket, submit an EU VAT refund request via the DGFIP portal before September 30, 2025. Attach the invoice as supporting documentation.