

# Edit Country

Use this screen to manage an individual Country.

## Setup

## Country

### Basic Information

| Field                  | Purpose  |
|------------------------|--|
| Zone                   | Select <a href="#">Postage Zone</a> for this Country   |
| Available for Delivery | <p>If left unticked, this will disable the Country; delivery to this Country will not be permitted (this can not be manually overwritten)</p> <p>Disabled Countries are hidden from the Country drop down when customers register an account or use the checkout</p> |
| EU Member              | <p>Set whether the Country is a member of the European Union</p> <p>This impacts how tax is charged, if your business is based within the European Union, otherwise it has no impact</p>   |

### Tax Rates

| Field      | Purpose   |
|------------|---|
| Charge VAT | <p>Choose from:</p> <ul style="list-style-type: none"><li>• Don't charge VAT</li><li>• Default VAT (GB settings)</li><li>• Use {Country}'s VAT Rates</li></ul> <p>This will apply to all <a href="#">Sales Orders</a> where the delivery address is set to this Country</p> |

| Field        | Purpose  |
|--------------|--|
| VAT Standard | <p>Set the standard VAT rate - this will apply on all Sales Orders where the delivery address is set to this Country</p> <p>Only applies if the Charge VAT drop down is set to use this Country's specific VAT Rates</p> |
| VAT Reduced  | <p>Set the VAT Reduced rate - this will apply on all Sales Orders where the delivery address is set to this Country</p> <p>Only applies if the Charge VAT drop down is set to use this Country's specific VAT Rates</p>  |
| VAT Zero     | <p>Set the VAT Zero rate - this will apply on all Sales Orders where the delivery address is set to this Country</p> <p>Only applies if the Charge VAT drop down is set to use this Country's specific VAT Rates</p>     |
| VAT Exempt   | <p>Set the VAT Exempt rate - this will apply on all Sales Orders where the delivery address is set to this Country</p> <p>Only applies if the Charge VAT drop down is set to use this Country's specific VAT Rates</p>   |

## Counties

Counties are used to create [Postage Rules](#), and as validation during address entry in the CMS, POS and by customers on the website.

Use the controls to enter Counties by name. Code is optional.

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