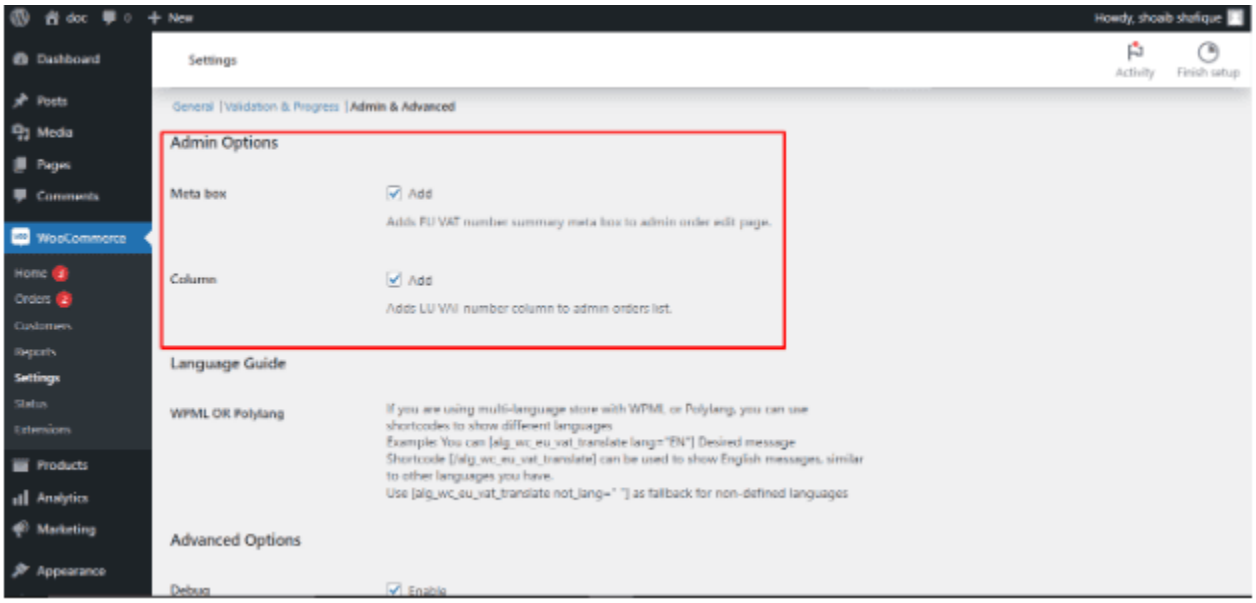
EU VAT Admin Options in WooCommerce

Pro Features · https://wpfactory.com/docs/woocommerce-eu-vat-options/

To see and check customers' VAT numbers on orders, open **WPFactory > EU VAT** (also reachable at **WooCommerce > Settings > EU VAT**) > **Admin** in EU/UK VAT Manager for WooCommerce. It adds an order meta box, an orders list column and filter, the number in the admin new order email, and validation for manual orders. All of it is free.



Order VAT information

Label	Option ID	Default	What it adds
Meta box	`alg_wc_eu_vat_add_order_edit_metabox`	No	An **EU VAT** box on the order edit page.
Column	`alg_wc_eu_vat_add_order_list_column`	No	An **EU VAT** column on the orders list.

Label	Option ID	Default	What it adds
VAT validation for orders created manually from the admin side	`alg_wc_eu_vat_validate_vat_admin_side`	No	Validates the number on orders you create in the admin.
Admin new order email	`alg_wc_eu_vat_admin_new_order_email`	No	The VAT number summary in the admin new order email.

Set it up

1. Go to **WPFactory > EU VAT** (also reachable at **WooCommerce > Settings > EU VAT**) and open the **Admin** sub-tab.
2. Tick **Meta box** and **Column**, plus the email and admin-order options if you need them.
3. Click **Save changes**, then open **WooCommerce > Orders**.

What you see on orders

- **Meta box:** the customer IP, country by IP, customer EU VAT number and taxes, plus the business name and address returned by VIES when available. Two links let you **Validate VAT and remove taxes** and **Get VAT details** for that order.
- **Orders list:** the EU VAT column, and a **Select Filter EU VAT...** dropdown to show only **Orders with EU VAT numbers**.

Multilingual support

On WPML or Polylang stores, use the `[alg_wc_eu_vat_translate]` shortcode inside any text setting to show language-specific wording. See the Shortcodes guide.

Advanced tools

The **Advanced** sub-tab carries **Debug** (logs at **WooCommerce > Status > Logs**), **Force VAT recheck on checkout**, and **Manual validation of VAT numbers** with the list in **VAT numbers to pass validation**. Reverse-charge wording is set by **VAT shifted text** on the **Compatibility** sub-tab. Full list: EU/UK VAT Manager: Advanced Settings Reference.

Reference links

- **Field ID used for EU VAT:** `_billing_eu_vat_number`.
- **Tool for adding EU country standard VAT rates: Tools > EU country VAT Rates**.
- **EU VAT report: WooCommerce > Reports > Taxes > EU VAT**.

> **Note:** current versions do not include a "Session type" setting. If an older guide mentions choosing between a standard PHP session and a WC session, that option has been removed.

If it does not work

- **No EU VAT box on the order: Meta box** is off, or open the **Screen Options** tab on the order page and make sure the box is ticked.
- **Column empty for an order:** the customer did not enter a VAT number; the value is stored in `_billing_eu_vat_number`.
- **Taxes not removed on a manual order:** enable **VAT validation for orders created manually from the admin side**, or use **Validate VAT and remove taxes** in the meta box.

FAQ

Where do I find a customer's VAT number in WooCommerce?

On the order edit page (with **Meta box** on) and in the orders list column. See Show VAT Numbers in Admin Orders and Reports.

Are these admin options Pro?

No. All Admin sub-tab options are free.

Can I add the VAT number to invoices?

Yes, see Add the VAT Number to PDF Invoices.



EU/UK VAT MANAGER FOR WOOCOMMERCE

The admin options are free. EU/UK VAT Manager for WooCommerce Pro adds showing the field only for selected countries or user roles, payment methods for valid VAT only, and IP and company name checks.

See what Pro unlocks →

Need a hand? Our team answers every ticket on the EU/UK VAT Manager support forum.

Related articles

- Restrict the VAT Field and Payment Methods (Pro)
- EU/UK VAT Manager: Free vs Pro Versions Compared
- EU VAT Validation Options in WooCommerce
- VAT Number Field Options for WooCommerce Checkout
- VAT Not Removed After Entering a Valid VAT Number