Payments in Cicero Education for educators

How a sale of paid education works in Cicero: the money flows, the VAT and the documents between the buyer, the educator, the Cicero companies and the Stripe payment gateway, for educators who are VAT payers and for those who are not.

In brief

The educator is the seller. The buyer pays into the educator's Stripe account and receives the invoice from the educator. Cicero arranges the sale and takes a commission for it.

Which Cicero company handles the sale depends on whether the educator is a VAT payer. VAT payers sell through Cicero System s.r.o., which is a VAT payer. Educators who are not VAT payers sell through Cicero Education s.r.o., which is not a VAT payer either.

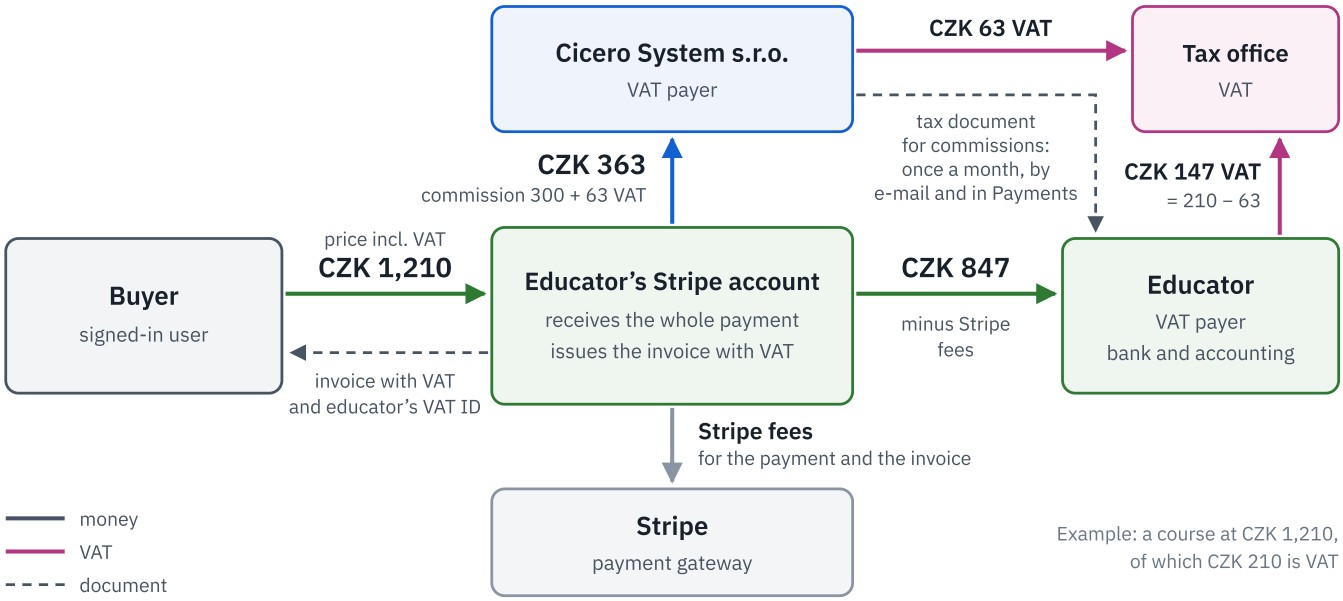
The commission is 30% of the price the buyer pays. For a VAT payer it includes Cicero's VAT (CZK 63 of CZK 363); for a non-VAT payer it contains no VAT.

Either way, the educator keeps 70% and Cicero 30% of the price excluding VAT. The educator pays the Stripe fees out of their share.

VAT payers receive a tax document for the commissions once a month. Cicero e-mails the document for the past month, with a breakdown of the sales, and it is also in the Payments section in Cicero. The educator deducts the VAT on the commission using it. Non-VAT payers receive no commission document; they see the commission on each payment in Stripe.

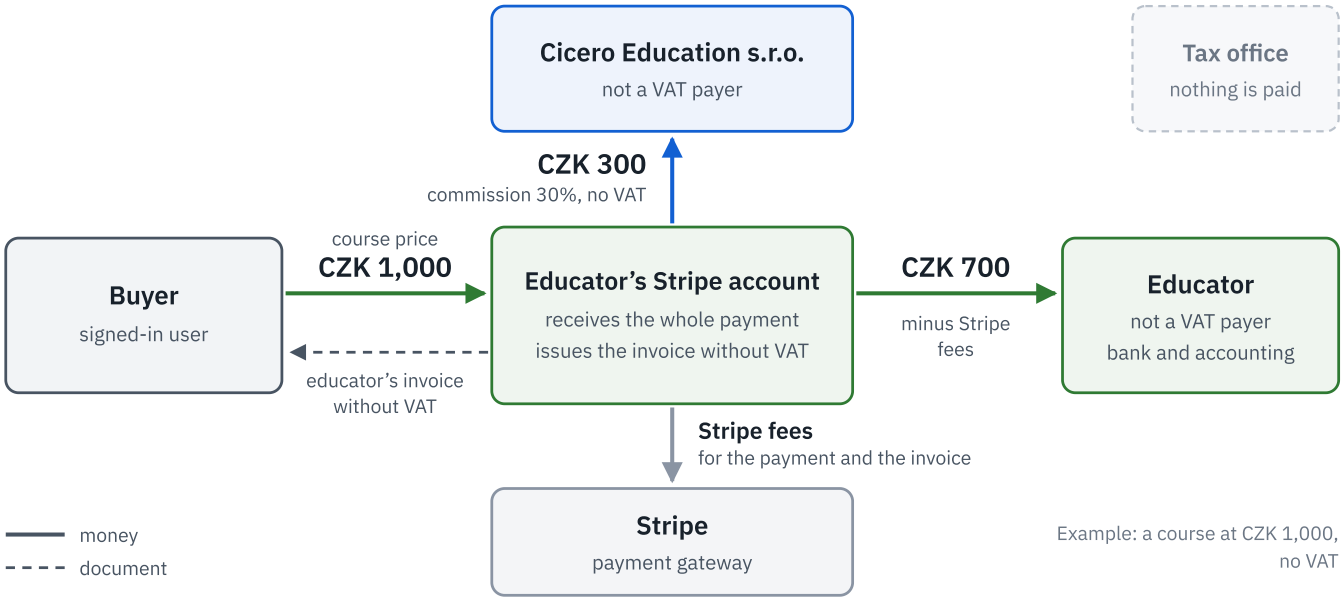
Money flows, VAT and documents

Educator who is a VAT payer sells through Cicero System s.r.o.



Of the CZK 363 it receives, Cicero System s.r.o. pays CZK 63 in VAT and lists the commission on the monthly tax document for the educator. The educator deducts the CZK 63 and pays CZK 147 on the sale. The tax office receives CZK 210 in total, the educator keeps CZK 700 and Cicero CZK 300.

Educator who is not a VAT payer sells through Cicero Education s.r.o.



Nobody pays VAT, because neither the educator nor Cicero Education s.r.o. is a VAT payer. No document is issued for the commission; the educator sees its amount on each payment in Stripe. The educator keeps CZK 700 and Cicero CZK 300, the same as with a VAT payer.

VAT payer and non-VAT payer side by side

Example: price excluding VAT CZK 1,000	Educator who is a VAT payer	Educator who is not a VAT payer
Cicero company	Cicero System s.r.o., VAT payer	Cicero Education s.r.o., not a VAT payer
Educator's Stripe account	Connected to Cicero System s.r.o.	Connected to Cicero Education s.r.o.
Price in Cicero	Entered including VAT: CZK 1,210, of which CZK 210 is VAT	Entered as the final price: CZK 1,000
Invoice to the buyer	From the educator, with 21% VAT and their VAT ID	From the educator, without VAT, stating "not a VAT payer"
Commission, 30% of the price	CZK 363 = CZK 300 + CZK 63 VAT	CZK 300, no VAT
Commission document	Monthly tax document from Cicero System s.r.o.	None; the commission is shown on each payment in Stripe
Payout from Stripe	CZK 847 minus Stripe fees	CZK 700 minus Stripe fees
VAT paid by Cicero	CZK 63	None
VAT paid by the educator	CZK 147 = CZK 210 minus the CZK 63 deduction	None
The educator keeps	**CZK 700, before Stripe fees**	**CZK 700, before Stripe fees**
Cicero keeps	**CZK 300**	**CZK 300**

How a sale works

1. **Sign-up.** In the Payments section, the educator states whether they are a VAT payer and enters their billing details: name, address, company ID (IČO) and, for a VAT payer, VAT ID (DIČ). A paid price cannot be set without them. Based on this, Cicero opens their Stripe account with Cicero System s.r.o. or with Cicero Education s.r.o. The VAT ID is also saved in their Stripe account, so it appears on every invoice.
2. **Price.** A VAT payer enters the price including VAT and the rate (21% or exempt); a non-VAT payer enters the final price. The form shows the breakdown: what the buyer pays, the VAT in it, Cicero's commission and what the educator keeps.
3. **Payment.** The buyer pays on Stripe's payment page. Stripe deducts the commission for the Cicero company the educator's account is connected to, and its own fees, and pays out the rest to the educator.

4 **Invoice to the buyer.** Stripe issues it in the educator's name. For a VAT payer it shows the tax base, the rate, the VAT and the educator's VAT ID, and a business buyer can add its own VAT ID. For a non-VAT payer it has no VAT and states "not a VAT payer".

5 **Commission document.** On the 1st or 2nd day of each month, Cicero System s.r.o. issues each VAT payer a tax document for the commissions on all of their sales in the previous month, with a breakdown of the sales. It is sent by e-mail and is also in the Payments section. Non-VAT payers do not receive one.

Documents and where to find them

Document	Issued by	Where to find it
Invoice for the purchase	The educator, through Stripe in their name. For a VAT payer a tax document with VAT and the VAT ID, for a non-VAT payer without VAT.	Buyer: Profile › My Purchases. Educator: Overview › All Transactions in Cicero, Invoices in Stripe.
Commission document	VAT payers only: a monthly tax document from Cicero System s.r.o. for all sales in the month, with a breakdown. Non-VAT payers receive none.	VAT payer: by e-mail on the 1st or 2nd day of the following month, and in the Payments section in Cicero. Non-VAT payer: the commission is shown on each payment in Stripe.
Stripe fees	Stripe Payments Europe, Limited (Ireland), once a month, without VAT.	Stripe › Settings › Plans and fees › Invoice history, by the 10th of the following month.
Reports for accounting	Stripe: Balance, Payout reconciliation, All fees.	Stripe › Reports. These are not invoices.

Changing VAT status

When an educator becomes a VAT payer or stops being one, they change the setting in the Payments section and complete the Stripe sign-up again: they get a new Stripe account with the other Cicero company, because an existing account cannot be connected to it. Earlier invoices and payouts stay in the old account. A VAT payer then enters prices including VAT.

Cicero companies. Cicero System s.r.o., company ID (IČO) 14257106, VAT ID (DIČ) CZ14257106, is a VAT payer. Cicero Education s.r.o., company ID (IČO) 23389338, is not a VAT payer.