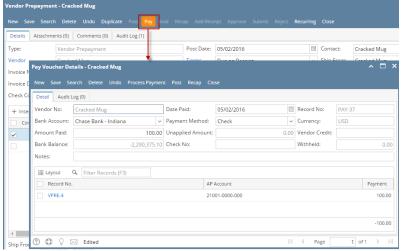
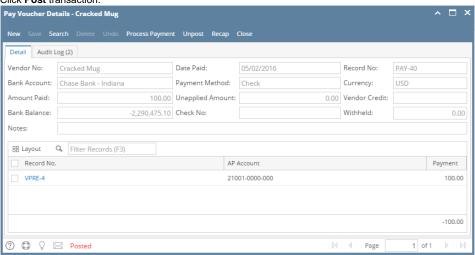
How to Create Payments for Vendor Prepayments

Here are the steps on how to create payments for vendor prepayments:

- 1. Create Vendor Prepayment. (See How to Create Vendor Prepayments)
- 2. Click Pay button.
- 3. This will open the Pay Voucher Details screen. Details from your voucher that is necessary for your payment will be carried over.



4. Click Post transaction.



5. Once payment is posted, this is now ready to offset vouchers via Pay Voucher Details or via Vouchers screens.

