

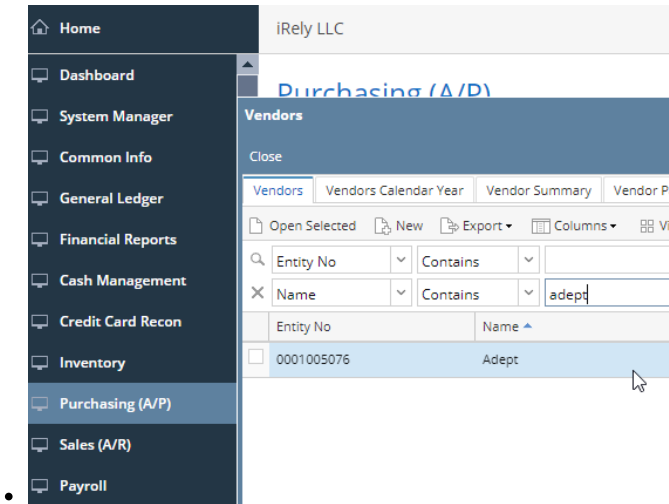
How to Transfer Settlement (Origin)

Transfer Settlement (From Origin)

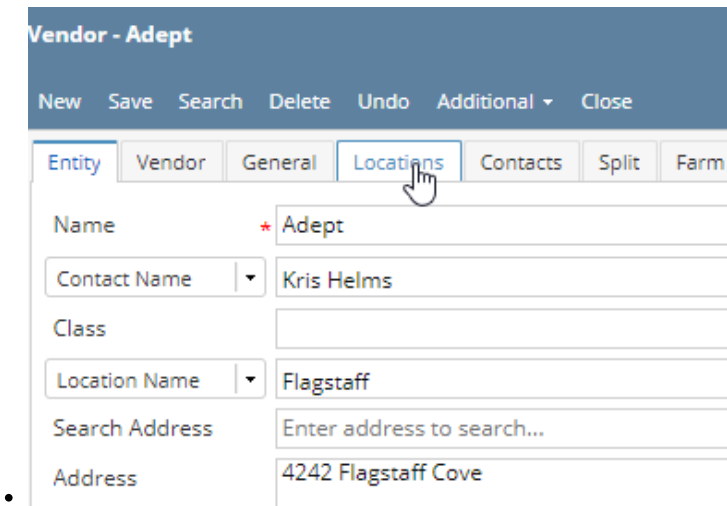
Grain delivered from one vendor, check paid to another

Steps:

Purchasing > Vendors > Select Vendor who has delivered the Grain



On the Vendor Screen Select the Locations Tab



Enter Pay to Vendor information > Enter both Location Name and Printed Name as it should appear on Check > Save

Entity Location - Joe Farmhand

New Save Delete Undo Add as Vendor Close

Details	1099 Override	Audit Log	Attachments
Location Name	* Joe Farmhand		Loca
Printed Name	* Joe Farmhand	I	Activ
Description			
Search Address	Enter address to search...		
Address	4242 Flagstaff Cove		

Purchasing > Vouchers > Select desired Voucher > Select Unpost

Voucher - 0001005076 - Adept - BL-21535

New Save Search Delete Undo Print Duplicate Pay Refund Unpost Void Reverse

Details	Prepaid and Debit memos	Additional Info	Unpost Preview	Attachments	Activiti
Type	* Voucher	Post Date	06/07/2018		
Vendor	* Adept	Terms	* Net 15		
Invoice No	TKT-931	Due Date	06/22/2018		
Invoice Date	06/07/2018	Recur	<input type="checkbox"/>	Deferred Interest Date	

Change "Pay To" to vendor you set up above.

Ship To	* 0001-Fort Wayne	Withheld Amount	0.0000	
Location	* 0001-Fort Wayne	Currency	* USD	
Pay To	Flagstaff	Ordered By	irelyadmin	
Reference	Name	Printed Name	City	State
Filter (F3)	Joe Farmhand	Joe Farmhand	Fort Wayne	IN
Description	1-2-Flagstaff	1-2-Flagstaff		
	Windmill	Windmill	Goshen	IN
ure	Flagstaff	Flagstaff	Fort Wayne	IN

Select Post

Voucher - 0001005076 - Adept - BL-21535

New Save Search Delete Undo Print Duplicate **Post** Pay Refu

Details Prepaid and Debit memos Additional Info Post Preview Att

Type * Voucher Post Date 06

Vendor * Adept Terms * Ne

Invoice No TKT-931 Due Date 06

Invoice Date 06/07/2018 Recur ☐ Deferred Intere

Check Comments Interest Accrue

Select Pay

Voucher - 0001005076 - Adept - BL-21535

New Save Search Delete Undo Print Duplicate **Pay** Refun

Details Prepaid and Debit memos Additional Info Unpost Preview

Type * Voucher Post Date

Vendor * Adept Terms

Invoice No TKT-931 Due Date

Invoice Date 06/07/2018 Recur ☐ Deferred I

Check Comments Interest A

Settlement Shows Customer who delivered the Grain

iRely LLC
525 Northwest 27th Avenue,
Miami, FL, 33125, United States
305-444-0568

Adept
4242 Flagstaff Cove
Fort Wayne, IN 46815

Delivery

Item /

Check Prints to vendor you selected in the Pay to Box

PAY Joe Farmhand
TO THE 4242 Flagstaff Cove
ORDER Fort Wayne, IN 46815
OF

