

Get Invoice

Get Invoice form is used to select the Invoice/Credit Memo for the note. Invoices/Credit memos will be loaded from the AR side on click of Get Invoice button on the **Notes Receivable** screen.

From the **Notes Receivable Activities** menu, click **Note Maintenance** and select a Note and open it.

1. Click on Get Invoice button, then Get Invoice form will be opened.

Type	Invoice No.	Invoice Date	Location	Amount
Invoice	SI-2	12/09/2014	001	-301.00

2.
 - a. **Batch No:** Enter Batch Number between 1 to 999(inclusive). This field is mandatory.
 - b. **Location:** Select Location by clicking the combo box button on Location text box, Location combo box list will be opened. Double click on the required Location. This field is mandatory.
Alternatively, user can enter the valid Location in Location text box.
 - c. **Ref No:** This field is non editable and it contains value based on following pattern
Prefix: NX
Number: 0001(Number will be auto increment by 1)
Ref No: Prefix + Number i.e. NX0001
 - d. **Payment Type:** This is loaded from Payment Methods. This field is mandatory.
 - e. **As Of:** Enter the desired date. The date cannot be less than the current date.
 - f. **Invoice Grid control:** The Grid control contains following columns.
 - i. Select: It's a check box control. User can select multiple invoices.
 1. User can sort the records in ascending or descending order by clicking on the column heading.
 2. User can filter the records.
 - g. **Remaining Balance:** This field is non editable control and used to view the available balance for the note.
 - h. **Amount Selected:** This field is non editable control and used to view the selected invoice total amount.
 - i. **OK button:** On click of Ok button, selected invoices will be added to the Note.
 - j. **Cancel button:** On click of cancel button, Get Invoice screen will be closed and returned to Maintenance screen.

Integration with Origin

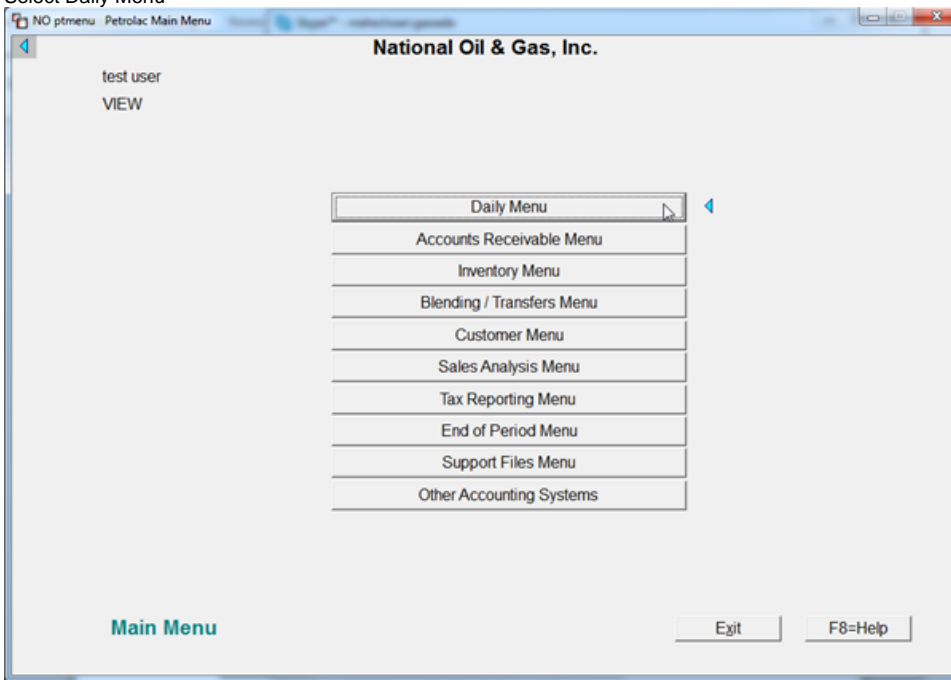
When user selects the Invoices from Get Invoice screen then one entry will be inserted into Payments entry in summit application with a selected invoice amount.

User can verify the entries in summit application by following the steps.

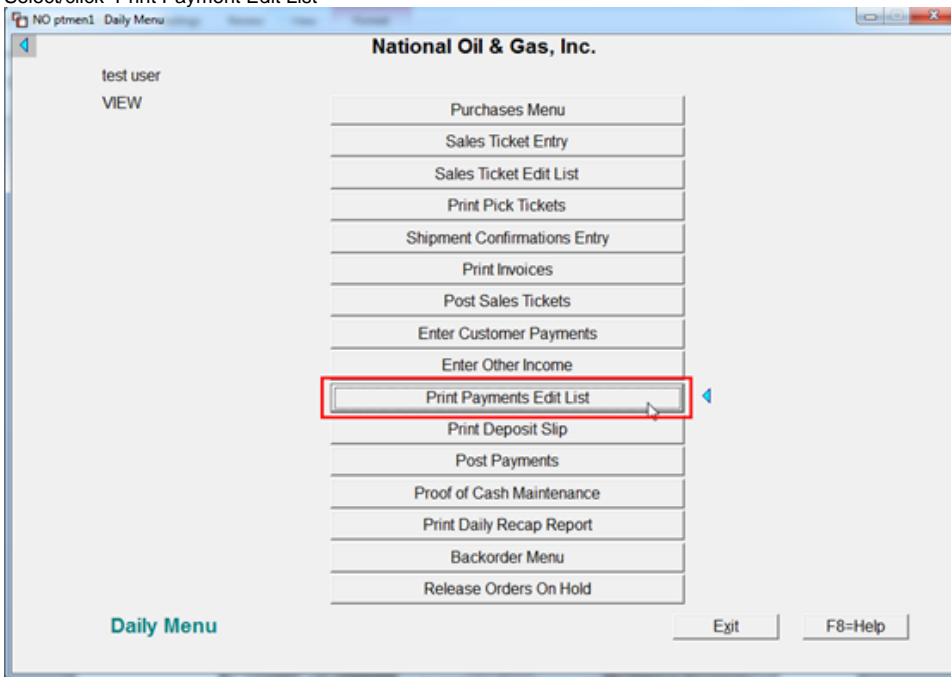
-
- iRely System Login
- Enterprise Software for Commodities
- Version 14.1
IRELY
- Test Company v14.1.0**
- User ID:
- Password:
- User Name:
- Company:
- National Oil & Gas, Inc.
- F4=Chg User Defaults F5=Chg Password
- Login Cancel Exit F8=About

- [illegible]

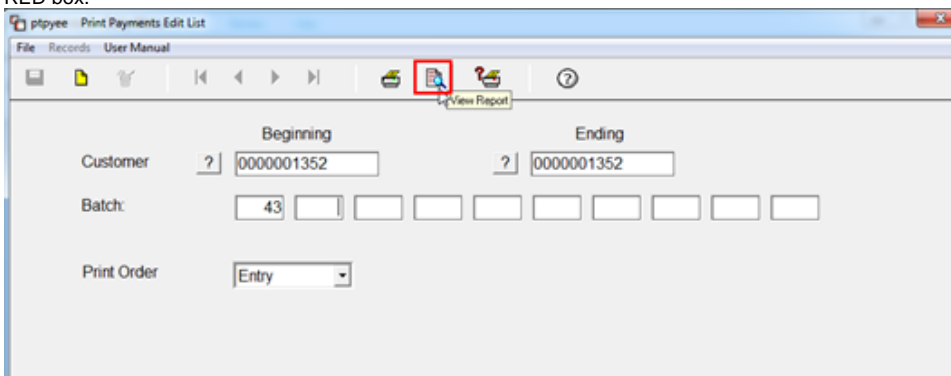
3. Select Daily Menu



4. Select/click Print Payment Edit List



5. On click of Print Payments Edit List, fill in required details like batch # range, Customer # range and click on the View Report button highlighted in RED box.



6. Below report will be displayed, where you can find the entries done for invoice transactions from Notes Receivable system.

ssview iRely Report Viewer

Delete & Exit Save & Exit Print Report Search Backward Search Forward Toggle Font Size User Manual

Search For: []

DATE 06/20/14 TIME 12:38:57 ** Payments Edit List ** PAGE 1
National Oil & Gas, Inc. User: TEST

Customer	Invc No	Invc Loc	Invc Date	Trans No	Pay Check/ Ref No	Pay Type	G/L Acct	Trans Amount	Description
0000001262 ED ALBERDING	001262	012	06/18/14	43	067	XXXX019 5	11200010.00000000	107.28	
							CHECK/REF XXX0019 TOTAL:	107.28	
	001757	001	06/20/14	43	012	XXXX020 6	11200010.00000000	30.00	
							CHECK/REF XXX0020 TOTAL:	30.00	
							CUSTOMER 0000001262 TOTAL:	137.28	

***** CASH TOTALS ***** I ***** NON-CASH TOTALS ***** I ** RECAP OF TOTALS AFFECTING A/R **

Applied Payments	.00	I	Sales Discounts Taken	.00	I	Applied Payments	.00
Unapplied Payments	.00	I	Applied 'Other'	137.28	I	Unapplied Payments	.00
Cash Adjustments	.00	I	Non-Cash Adjustments	.00	I	Cash Adjustments	.00
Other Income	.00	I	Applied Credits	.00	I	Sales Discounts Taken	.00
		I			I	Applied 'Other'	137.28
		I			I	Non-Cash Adjustments	.00
Total Change to Cash	.00	I			I	Total Decrease in A/R	137.28

Totals by Payment Type

5	Invalid Payment Type	107.28
6	Invalid Payment Type	30.00

** ERRORS: THE FOLLOWING BATCHES WILL NOT POST: 43

d:\dev1410\rpt\NO\00008858.prt Line: 1 of 33