Terms

In the Terms screen you setup a list of your payment terms for customers and vendors. Payment terms are rules imposed by vendors on their customers to ensure payment are received at a reasonable time. Payment Terms can be Net 30, 2% 10 Net 30, Due on Receipt, Due End of the Month to name a few.

- Terms Fields
- How to Add Terms
- How to Deactivate a Term
- How to Delete a Term
- How to Setup a Terms Code Due at a Specific Day of the Month