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RECEIPT

Receipt is a document that records the customer's receipts. Nettings, invoice payments and prepayments can be created using receipt document. Payment files can be imported from the bank to the receipt. Receipts can be made directly and through an order. The receipt reduces customer`s balance.

1. Use

- 1. From the payments register create new payment by pressing "F2-Add new" button. Fill in necessary fields. To keep the document, press "Save" button. Payment should be confirmed by pressing "Confirm" and "Save" after the data is verified.
- Receipt from order. Press "Receipt" on order. A document will appear in a new window, in order to save it, it is necessary to press the "Save" button. Document should be confirmed by pressing "Confirm" and "Save" after the data is verified.
- 3. Receipt can also be created from the reports: receipt forecast and invoice list.

New design

🗄 New 🔻 🗇 Sav	e 🗸 Confirm	Copy 🝷	🛞 Discard 🏾 🍿	Delete OPEN	Attachments	🗹 Mail 🝷 🖨	Print 🝷	CashIN Open sales	eledger 🐽	≈ Switch to	old view 🎤 🛛
Receipt 1077	35 Confirmed								Last cł	nanged by (16.1	0.2022 at 15:45:23)
elated documents: I	anne										
Number	Date		Reference	Received		Invoices sum	Rec	eived currency	Pay mode	Ŀ	ų
1077	31.05.202	2 🟥			933.45	93	3.45	1000.00	Р	Q	
Comment				Object		Difference	Fee		Project	User	C
					Q	5	0.53	0.00		Q	Q
ocation											
94.126.96.68											
Copy selection 📗 D	elete selection	Bulk Insert								\otimes	x = =
No. 🕤 🖻 🤌 In	voice 🤌 Order	Customer	۶ Name in bank	≁ Object	Project	🖉 Bank cur 🔗	Rate R	۶ Bank sum ۶ Ac	count 🤌 🛛 Prel	D 🥕 Inoice cur	🤌 Inv. Balan
> Searc	Q > Sei Q	> Search Q	> Search	> Search	Q > Searc	Q > Search Q 2	Search	> Search > Sea	Q > Sear C	λ → Search	> Sear

Old view

Transaction									There i	s a new design availa	ble of this document	≓ Try new	version
Close New	Copy Refresh	CashIN Prepaymen	t Invoice Print Mail	0 F	OPEN << >	Status:	Confirmed						
Number 1077	35 Date 31	1.05.2022	Reference		Received	933	.45 Invoices su	m 8	882.92 Receive	d currency	933.45		
Pay mode P	Comment				Object		Differen	ce	50.53	Fee	0.00		
Project	User J/	NE	Location 194.126.96	.68	Bulk Insert								
Last changed by:	16.10.2022 15:45:2	4											
Bank Statements	-												
					(
NO Invoice	Order Custor	ner Name in bank	Object	Project	Bank cur I	ate R Ba	nksum Fine	Fee	Fee cur.	VAT code Inoice cu	n Inv. Balance		Date
1 100230	1001	Big Client	PROD		EUR	1	933.45	0.00 0.00		USD	1000.0	1057.23	3
2													

1.1. Differences between the new Receipt document and the old Receipt document

- Receipts in different currencies: Receipt of sales invoice in currency
- Added Open sales ledger, which opens a blank sales ledger report
- A mandatory object level requirement check has been added to the account
- An information column **Received EUR** has been added to the rows, which calculates the sum received in the currency of each receipt row into the base currency at the rate of the day of receipt.

Switch to old view

2. Receipt buttons

2.1. Header buttons

• **New** - opens new empty payment document. Checks if previous document has any unsaved changes

- Save saves the document
- Confirm pressing "Save" after pressing "Confirm" confirms the document
- **Copy** creates a copy of existing document. Opens new document that has most fields filled as on previous document. Date of creating the copy is by default marked as the new document date. Document number range is by default selected from the user settings that created the copy.
- **Discard** interrupts document filling without saving, same does F5.

🗓 New 👻 🖓 Save 🔍 Confirm 💼 Copy 🔹 🛞 Discard 🍵 Delete 🛛 OPEN 🥒 Attachments 📨 Mail 🍷 🖨 Print 👻 CashiN 🛛 Open sales ledger

- **Delete** deletes the document
- **Open** allows to open the document (if the user has rights).
- Attachments possibility to add attachments
- **Mail** sends printout with e-mail. In case there is more than one printout designed pressing "Mail" with right mouse button will open the selection.
- **Print** creates printout. After pressing "Print" printout preview will be shown for a moment and after that print dialog will be opened. For separate printout preview hold "Shift" button on keyboard and press "Print" on the document. In this case print dialog will not be shown automatically. After pressing "Ctrl" + "P" on keyboard print dialog will be opened. If there is more than one printout designed pressing "Print" with right mouse button will open the selection.
- Cashin generates a Cash In order
- Open sales ledger opens a blank sales ledger report

2.2. Row buttons

Copy selection Delete selection Bulk Insert

- **Copy selection** copies the selected rows to the copy buffer. To select rows, press on the row number. The button is not active if no rows are selected. Copied rows can be pasted from the row context menu (opens when you right-click on the line number) with "paste rows".
- **Delete selection** -deletes the selected rows. To select rows, press on the row number. The button is not active if no rows are selected.
- **Bulk insert** allows to fill/place rows based on a spreadsheet (mostly excel). The order in which the columns should be is listed in the HELP under the Bulk insert button.
- EEEE these buttons affect the height of the rows.
- 💹 for exporting table or selected rows to Excel.
- I from this button row fields can be selected and unselected. Only selected fields are displayed on the document.

3. Receipt fields

3.1. Header fields

- Status shows document status. Possible statuses:
 - "New" document is created but not saved;
 - $\circ\,$ "View" document is unconfirmed and open and there is no unsaved changes;
 - "Changed" there are unsaved changes;
 - "Confirming" confirming document is started (by clicking "Confirm") but "Save" button is not yet pressed. This process can be cancelled by clicking "Confirm" again.
 - "Confirmed" document is confirmed and not changeable
- Number- document's number is created automatically when the document is saved for the first time. If necessary document number range can be changed with double-click or pressing "Ctrl" + "Enter" on the keyboard.
- **Date** receipt date. When opening new receipt the document creation date will be shown in this field. Date can be changed if necessary.
- **Reference** reference number can be used when adding invoice on the receipt. Reference number in the receipt header will be added to transaction reference field.
- **Received** total sum of invoices on the receipt rows, the total sum received in the base currency.
- **Invoices sum** the sum of invoices received in the base currency at the exchange rate of the invoice creation date.
- **Received currency** received to bank in currency. If received in a different currency, all sums are added together.
- **Pay mode** receipt payment mode, shows how the customer has paid the invoice. With doubleclick or "Ctrl" + "Enter" it's possible to select, change or to add new payment mode. Payment mode settings can be found Settings > Finance settings > Payment mode. On prepayment payment mode type "Equal" should be used to avoid mistakes. Type "Equal" checks that using prepayment gives total sum 0. Currency sums are also calculated when used.
- **Comment** informative field. In the case of a prepayment, the program automatically enters information about the prepayment into the cell.
- **Object** object used in accounting calculation. Using objects is not mandatory, except when objects are already in use and there is a need to add particular object to the sum of money. Selection of objects can be opened with double click or "Ctrl" + "Enter" combination.
- Difference profit/loss from exchange rate changes
- Fee field for bank fees, shows how much bank fee was calculated in the bank.
- **Project** project code. This is used in case where receipt needs to be connected with certain project. When project is used on receipt, this document will be shown in project reports. Selection of projects can be opened with double click or "Ctrl" + "Enter" combination.
- User creator of this document

3.2. Row fields

- NO number of the row
- **Invoice** to help adding right invoice number to the receipt, partially or fully unreceived invoices list can be opened with double click or "Ctrl" + "Enter" combination. Invoice number can be also added manually.
- Order to help adding right order number to the receipt, partially or fully unreceived orders list

can be opened with double click or "Ctrl" + "Enter" combination.

- **Customer** costumer code. Can be selected from costumers registry by double click or with "Ctrl" + "Enter" combination.
- **Name in bank** customer's name will be added here if customer is pasted on the document, informative field
- Object object used in accounting calculation. Using objects is not mandatory, except when objects are already in use and there is a need to add particular object to the sum of money. Objects list can be opened with double click or "Ctrl" + "Enter" combination.
- **Project** project code. This is used in case where receipt needs to be connected with certain project. When project is used on receipt, this document will be shown in project reports. Projects list can be opened with double click or "Ctrl" + "Enter" combination. Mostly used for receipts with multiple rows, when the invoices are related to different projects.
- **Bank cur** if the money has been received in a currency, the currencies list can be opened with double click or "Ctrl" + "Enter" combination.
- Rate R current exchange rate of the selected currency
- **Bank sum** the sum that needs to be received is placed in the cell when entering the invoice or order. It can be changed, for example, if the invoice is received partially. Example: the balance of the invoice is 550 EUR and 250 EUR has been received. Then the 550 EUR in the cell can be changed to 250.
- Account account number for prepayment transaction.
- **PreID** Directo generates a prepayment ID or value for each receipt row with a positive prepayment sum.
- **Invoice cur** shows the currency of the invoice. It cannot be changed. This option remains in the Bank cur cell.
- Inv. Balance invoice balance, cannot be changed
- Rate Service actual receipt rate (NEW RECEIPT DOCUMENT)
- Fine fine sum
- Fee is the bank fee cell, i.e. it shows the sum, how much the service fee was calculated in the bank.
- Fee cur. bank fee currency indicator
- VAT code can be selected from vat code list by double click or with "Ctrl" + "Enter" combination.
- **Received** shows how much of the invoice's outstanding balance or how much of the prepayment was received
- Date receipts of several different days can be added to one receipt document.
- **Customer Total EUR** shows customer's total sum. If one customer is on several rows, customer's total sum will be shown on the first row.
- Prepayment SN prepayment serial number
- Description text field
- Reg No/ID number manually filled field
- Bank account/IBAN bank account number
- **Received EUR** informative field. Calculates the **Received** sum in currency of each receipt row into base currency with the rate of the receipt day.

4. Fine-tuning

Preferences	×
Personal System	
Customer name to Receipt comment	
Fee is subtracted from Received field	
Show customer warning	
Attachment preview	
None	Ψ
Check the invoice number from the explanation	
	Restore Save

- **SETTING**: System, Personal. If automatic receipts are set up from the bank statement applies system setting. If receipts are created manually applies personal settings.
- **Customer name to Receipt comment**: customers names on receipt go into the comment box as a comma-separated list.
- Fee is subtracted from Received field:
- **Show customer warning**: displays a customer warning, if the receipt sum differs from the invoice sum.
- Attachment preview: shows .pdf documents attached to the receipt
- Check the invoice number from the explanation: checks the invoice number in the receipt explanation

5. Receipt types

- **Usual receipt** customer pays unpaid invoice, the invoice paid by the customer is selected for the receipt row.
- **Prepayment** if the customer has paid a prepayment or the sum received is bigger than the invoice, then the remaining sum goes to the customer's prepayment. The customer to whom the prepayment belongs is placed to receipt, prepayment sum is written to Bank sum cell. Prepayment deleting has the same process, only the sum is written with a "-" sign. NB! Invoice number is not marked in prepayment.
- Netting receipt if you want to withdraw money from the account as a prepayment, a two-line receipt is made. The first row contains the invoice number, the customer and the sum with a "-" sign, in the second row is the customer WITHOUT an invoice number and the sum with a "+" sign. However, if the customer has an unlinked prepayment and wants to link it to the invoice, a receipt with the opposite signs is made i.e. in the first row the invoice number, customer and with a "+" sign and in the second row the customer without the invoice number and with the sum "-".
- A separate instruction has been made for receipts and prepayments, which describes

how to report various receipts, how to make a prepayment and how it is possible to delete a prepayment. Read more \rightarrow Ettemaksud ja laekumised

6. Receipt transactions

What	D/C
Usual receipt	
Money	debit
Customer debt	credit
Prepayment	
Money	debit
Customer prepayment	credit
Deleting prepayment in an	"Equal" payment type
Customer prepayment	debit
Customer debt	credit

Finance account for money is taken from the payment type - whether bank, cash account, netting, etc. Finance account for customer debt and prepayment are taken from the customer class or from System settings > Sale settings > Invoice debit, receipt credit; Receript customer prepayment.

7. Prepayments via PreID

These receipt rows, which do not refer to any specific sale invoice, affect the prepayment balance in the sales ledger and the customers prepayment balance in the balance sheet. Directo generates a unique prepayment ID or PreID value for each payment row with a positive prepayment sum, which can later be used to link the purchase invoice to a specific prepayment row.

In the prepayment row can use the account to which the prepayment can be entered in the balance sheet - if the account is left empty, it will be taken either from the customer's class settings in the receipt row or if no account has been specified in the customer's class, then from the system settings Receipt customer prepayments. Prepayment row object and project are used to create the transaction, whether the account is filled in the receipt line or not.

An example of a receipt where two prepayments of different sums and purposes have been received from the same customer (the picture shows only the fields important for the given topic):

New design

No.	^ 🗌	۶ Invoice	≁ Order	Customer	Name in bank	≁ Object	Project	Bank cur	Rate R	Bank sum	≁ Account	PreID
		> Searc Q	> Sei Q	> Search Q	> Search	> Search Q	> Searc Q	> Search Q	> Search	> Search	> Sei Q	> Sear Q
= #	1			1020	A&E Office OY	ADM,PARNU_PROD	P001	EUR	1	500.00		63
= #	2			1020	A&E Office OY	SALES, PARNU_PROD	P002	EUR	1	1000.00		64

Old view

NO Invoice	Order	Customer	Name in bank	Object	Project	Bank cur	Rate R	Bank sum	Inv. Balance	Received	Date	Customer Total	Prepayment SN	Account	PreID
1		1020	A&E Office OY	ADM, PARNU	P001	EUR	1	500.00	0.00	500.00		1500			63
2		1020	A&E Office OY	SALES, PARN	P002	EUR	1	1000.00	0.00	1000.00					64
3															

In the case of such a receipt is created a transaction that uses one of the bank accounts resulting

from the payment method, but the prepayment is credited to two different accounts and to different objects and projects.

New design

No. ^ 🗌	Account	≁ Object	≁ Project	^J Description	۶ Debit	۶ Credit	Currency	≁ Rate	🤌 Cur. Debi	۶ Cur. Cre
	> Sear Q	> Search Q	> S∈ Q	> Search	> Search	> Search	> Search Q	> Search	> Search	> Search
≣ ∦ 1	111201	ADM,PARNU_PROD	P001	A&E Office OY	500.00		EUR	1	500.00	
≡ ∥ 2	111201	SALES, PARNU_PROD	P002	A&E Office OY	1000.00		EUR	1	1000.00	
≡ ‼ 3	212101	ADM,PARNU_PROD	P001	A&E Office OY		500.00	EUR	1		500.00
≣	212101	SALES, PARNU_PROD	P002	A&E Office OY		1000.00	EUR	1		1000.00

Old view

NO Account	Object	Project	Description	Debit	Credit	VAT code	Date	Customer
1 111201	ADM,PARNU	P001	A&E Office OY	500.00				1020
2 111201	SALES, PARN	P002	A&E Office OY	1000.00				1020
3 212101	ADM,PARNU	P001	A&E Office OY		500.00			1020
4 212101	SALES, PARN	P002	A&E Office OY		1000.00			1020

The receipt rows identified via PreID can be linked to the invoice. To make a choice, must click on the Prepayment link in the invoice header, which opens a section on the invoice, where can see the PreID of the given customer with an usable balance.

A double-click inside any of the Selected column fields will attempt to match that specific prepayment with invoice prepayment uncovered sum.

Receipts	: -										
Last char	nged by:	19.12.2022 11:23:22					%	Discount	۱.	Refresh row	s
Cur	rency EUR	Total weight	0	VAT	0.00	Su	btotal	60	.00 Prepa	yment	60.00
Date	Document	Comment Int. part no. Descr	iption Serialnu	umber Object		Project	t PreID	Sum VA	T Code Used I	Balance	Selected
31.10.20	22 Receipt 10781	3		ADM, PAR	NU_PROD	P001	63	500.00	0.00	500.00	0.00
31.10.20	22 Receipt 10781	3		SALES,PA	ARNU_PROD) P002	64	1000.00	0.00	1000.00	60.00

PreIDs manual selection is not mandatory! If no manual selection is made or the selected sums do not fully cover the invoice prepayment sum, selects Directo automatically the necessary IDs using the FIFO method.

In this example is selected PreID 64, where a prepayment account was used on receipt, which has not been specified in any customer class or in the system settings.

After confirming the invoice is created following transaction:

New design

No.	\sim	✤ Account	≁ Object	Project	Description	۶ Debit	۶ Credit	Currency	۶ Rate
		> Sear Q	> Search Q	> S∈ Q	> Search	> Search	> Search	> Search Q	> Search
= #	1	113101	PROD		Accounts Receivable	60.00		EUR	1
≡ ‼	2	411001	DAVIDD,PROD		Computer		60.00	EUR	1
≡ ‼	3	113101	PROD		Accounts Receivable		60.00	EUR	1
= #	4	125511	ADMIN, TALLINN	P002	Prepayments for Tangible assets	60.00		EUR	1

Old view

IO Account	Object	Project	Description	Debit	Credit	VAT code
1 113101	PROD		Accounts Receivable	60.00		
2 411001	DAVIDD, PROI		Computer		60.00	0
3 113101	PROD		Accounts Receivable		60.00	
4 125511	ADMIN, TALLI	P002	Prepayments for Tangible assets	60.00		
5						

The prepayment row uses the account, object and project resulting from the receipt row associated with the selected PreID.

If the object was not filled in the receipt row to which the PreID refer to, is used invoice object for corresponding transaction row.

If the system setting Prepayment takes object from Customer/Supplier is something other than No, the object found via PreID is not used.

To reduce the prepayment balance with the receipt, you must select a PreID with a sufficient balance to the receipt row with a negative sum to be paid. Double-click in the PreID field of the corresponding receipt row, after which the PreID placer opens.

PREID ^	CURRENCY	OBJECT	PROJECT	ACCOUNT	BALANCE	CUSTOMER
þ	Q	Q	Q »	Q	Q	1020 >>>>
63	EUR	ADM,PARNU_PROD	P001		-500	1020
64	EUR	SALES, PARNU_PROD	P002		-1000	1020

In the given example the PreID 64 usable balance is 940 euros, even though a prepayment of 1,000 euros was initially withdrawn. The reason is that when linking the PreID with the sales invoice, 60 euros were spent from the original 1,000 euros and the usable balance is 940 euros.

8. Import from the bank

The program allows to import receipts from the internet bank. For that there is a button IMPORT SEPA EST on the receipt document.

To use this option, it is necessary to create a receipt file on the bank page and save it to computer, then make a new receipt in the program and press the button IMPORT SEPA EST. A window opens where you can insert the file saved from the bank into the program. Another window will then open asking to link the receipts to the correct invoices. Once the data has been entered into the receipt document, the same procedure as when creating a normal receipt follows.

8.1. Import of factory receipts

Swedbank customers can import factoring invoices receipts into Directo. XML files with two different descriptions can be reflected (reserves and advances) and upon import the receipt rows are created according to the content of the file.

The functionality purpose is that the sum received does not have to be manually entered by invoice in Directo and that the sum indicated in the "Fee" field could be posted to different accounts.

Settings

To import factoring invoices receipts from the bank is necessary to create a new payment mode in Finance settings > Payment modes which Export type is **SWED factoring**.

11/23

Finance Settings > Payment modes > SWED

3	Back 🗋 New 🖓 Copy 💼 Delete	Save Status: View
S	WED (faktooring)	
	CODE	SWED
	COMMENT	SWED (faktooring)
	ACCOUNT	>
	TYPE	(unchosen) 🔻
	BANK ACCOUNT/IBAN	
	BANK ACCOUNT CURRENCY (SEPA XML OUTPUT)	
	BANK ACCOUNT FOR FEES (SEPA XML OUTPUT)	
	BANK	HABAEE2X (Swedbank AS)
	EXPORT TYPE	19 (SWED factoring)
	EXPORT PAYMENTS GROUPED	▼

It is possible to set an account to the **Bank services** field to where the **Fee** sum indicated upon receipt is posted. If the account is left empty in the payment method, the **Banking services** (transfers etc.) account specified in the System setting is used.

EXPORT TYPE	19 (SWED factoring)	
EXPORT PAYMENTS GROUPED	v	
EXPORT CHANNEL	▼	
EXPORT CHANNEL ID		
EXPORT CHANNEL CONTRACT		
OBJECT		>>
PROJECT		>>
SERVICE CODE		
AGREEMENT CODE		
CUST CODE		
LOCATIONS		
BANK SERVICES	527301	>>

After setting the payment method a button **IMPORT SWED factoring** appears on the saved receipt, under which you can import the file saved from the bank into the program.

New design

Number	Aeg	Viide	Ostuarved	Tasutud	Tasutud valuutas	Tasumisviis	
100283	21.10.2022 13:11:		600	600.00	600.00	SWED Q	
ommentaar			Objekt	Projekt	Kasutaja	Vahe	
		G	Q	Q	Q	0.00	

Number 100283	Aeg 21.10.2022 13:11:56	Viide	Ostuarved	600.00 Tasutud	600.00 Tasutud valuutas	600.00
Tasumisviis SWED	Kommentaar	Objekt	Projekt	Vahe	0.00	
Kasutaja TRIINP	Massasetaja					
		and the first second of	<i>c</i> /			and the state of t

If the advance and reserve receipts service fees (commission fee, interest) are to be posted differently, must be made different payment methods with corresponding accounts in the **Banking services** fields. The program detects the receipts payments modes automatically.

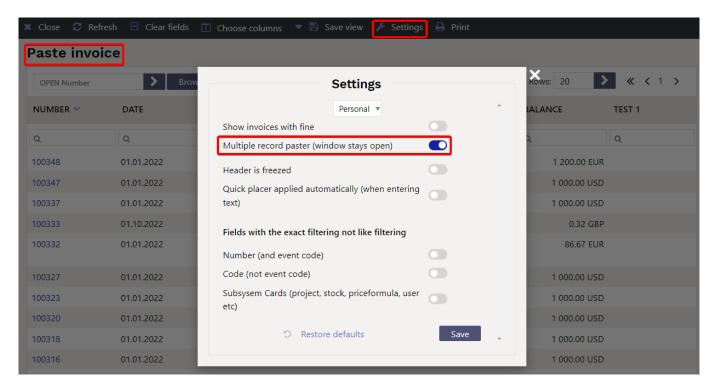
If it is LIST_ADV_BUYER, then the values for receipt are found in the following fields: Comment \Rightarrow PmtNr Date \Rightarrow PmtDate Invoice \Rightarrow InvNo Bank sum \Rightarrow InvAdvCalc Fee \Rightarrow InvComm + InvCommVat

If it is LIST_RES_BUYER, then the values for receipt are found in the following fields: Comment \Rightarrow PmtNr

Date \Rightarrow PmtDate Invoice \Rightarrow InvNo Bank sum \Rightarrow InvResCalc Fee \Rightarrow InvInterest

9. Placing several invoices in a row

Double click on the invoice number cell, opens the list of invoices. Activate the **Multiple record paster** (the window does not close) under "Settings"



10. Refund to the customer

Refunds can be made directly to the customer from Directo. Convenient for incorrect receipts, prepayments, deposits. The bank account to which the money is to be transferred is marked either on the credit invoice or customer card or directly on the receipt document.

For successful refund export :

- IBAN (bank account) must be indicated on receipt. Customer card corresponding field is filled in for frequent returns.
- The customer must have a one-row minus sum return in the Bank sum field
- The SEPA export button is generated only from unconfirmed receipts
- Nettings must be made and confirmed on the second receipt.
- If rows with both plus and minus sums are placed on the receipt, the refund to the customer will only look at the minus sums.

New design

🖰 New 🔻 🗇 Save	🗸 Confirm 🛭 🗎 Copy 🝷	🛞 Discard 🛛 前 De	lete 🖉 Attachments 🖂	Mail 🔻 🖨 Print 👻 Ca	shIN Open sales ledger	EXPORT SEPA EST	\rightleftharpoons Switch to old view \checkmark 🔳
Receipt 10778	33 Draft					Last changed by .	(01.12.2022 at 13:54:09)
Number	Date	Reference	Received	Invoices sum	Received currency	Pay mode 🖉	عر
107783	13.10.2022		-5120.00	0	0.00	P Q	
Comment			Object	Difference	Fee	Project	User 🖉
			0	-5120.00	0.00	Q	JANE Q
Location 194.126.96.68 Copy selection Delet	te selection Bulk Insert						
No 🗌 🤌 Invoi	ce 🤌 Order 🦻 Customer	* Name in bank	۶ Bank cur タ Rate R	メ Bank sum メ Account メ	PreID & Description		F Customer Total El F Bank account/IBAN
> Searc	Q → Sei Q → Search C	λ > Search	> Search Q > Search	> Search > Sei Q	Sear Q > Search		> Search > Search
≣	59	Directo	EUR	-5120.00	13 Refund of invoid	e received in error	-5120.00 11111111111111
≡							

Old view

Close New	Сору	Refresh Delete	e Confirm Sa	ve Print Mail	Û F <<	>> Status:	Changed	The	ere is a ne	w design a	available of th	is document.	≓ Try new	version
IMPORT SEPA E	EST EXPOR	RT SEPA EST												
Number 10778	33	Date 13.10.202	22	Reference		Receiv	ed -	-5120.00 Invoi	es sum		0.00 Receiv	ed currency	-5120.	00
Pay mode P	Co	mment				Obj	ect	Dif	ference	-51	20.00	Fee	0.	00
Project		User JANE		Location 194.126	96.68	Bulk Inse	rt							
Last changed by:	22.12.2	022 9:56:44					_							
Bank Statements	-													
NO Invoice	Order	Customer	Name in bank	Object	Project	Bank cur	Rate R	Bank sum	Fine	Fee	Fee cur.	VAT code	noice cur	Inv. Baland
1		59	Directo			EUR		1 -5120.0	0.00	0.00				
2														

11. Examples

11.1. System setting - Finance transactions from ledgers in rows

• Finance transactions from ledgers in rows - affects receipt, payment and expense due entry lines. Options:

<u>no</u> - rows with one account are summed to one row in the related finance transaction (if the document rows do not have different objects or projects).

debt part - money flow is with one transaction row, the receipts/payments of

customers/suppliers are in a separate row, as on the receipt/payment document, i.e. there is no rows consolidation on the debt side. Objects and projects are considered.

<u>asset part too</u> - money flow and customers/suppliers receipts/payments are in a separate rows as on financial transaction.

<u>like payment file</u> - the flow of money is the aggregate by customer/supplier, and on the ledger side, the invoice is reflected line by line, the invoice number is at each row beginning.

Receipt document

🗄 New	· •	අ Save අ	🗸 Confirm	🖻 Copy 🝷	🛞 Discard 🏾 🍵	Delete OPEN	Attachm	ents 🛛 Mail	🔹 🖨 Prir	nt 🔻 Cashl	N •••		≓ Swit	ch to old view	۵ ۶
Rece	eipt	10955	Confirmed									Last ch	anged by	(04.11.202	2 at 17:44:40)
Related	docun	nents: <mark>kanne</mark>													
Numbe	er		Date		Reference	Received		Invoices sum		Received curre	encv	Pay mode	ð		ير
		10955	15.01.2022				3960.00		3960		3960.00	P	Q		
Comme	ent					Object		Difference		Fee		Project		User	I
							Q		0.00		0.00		Q	JANE	Q
Copy s	_			Bulk Insert	6 	6.5.1	6		(((× *	
No. 🗠	_	involce		Customer	Name in bank		Rate I			≁ Account			≁ Descrip	ption	
	,	Searc Q			> Search	> Search Q	> Search			> Sei Q	Sear Q	> Search	> Search		
= 1	1	100256		1026	AS BCS Koolitus	EUR		1 1000.00							
= 1	2	100258		1026	AS BCS Koolitus	EUR		1 1000.00	1000.00	0					
	3	10004		1026	AS BCS Koolitus	EUR		1 1000.00	1000.00	2					
= #	3	10004		1020	AS BCS ROOIILUS	LOIX		1000.00	1000.00	-					
= :	4	10004		1029	Infotark AS	EUR		1 480.00							

11.1.1. Finance transaction with options NO - Finance transactions from ledgers in rows

Money flow ja Accounts Receivable are a cumulative total.

inance	e - Tran	saction LAEK: 1095	5 Saved	3				Last cha	inged by	(22.12.2022)	at 12:53:11) 🤘
Type I	Number 1	Date Ref	erence	1	Description				Debit	3960	
Credit Copy selecti	3960	ifference 0 selection Bulk Insert Paste Re	cipe Sp	lit from R	esources				\otimes	9 X	≣∎⊀
No. ^ 🗌	≁ Account	۶ Description	ş	Debit	۶ Credit	≁ Custome	✤ Currency	۶ Cur. Debit	🕗 Cur. Credit	≁ Rate	
	> Sear Q	> Search	>	Search	> Search	> S∈ Q	> Search Q	> Search	> Search	> Search	
1	111201	Bank Account		3960.00			EUR	3960.00		1	
■ 2	113101	Accounts Receivable			3960.00		EUR		3960.00	1	

11.1.2. Option DEBT PART - Finance transactions from ledgers in rows

The money flow is in the cumulative total and the ledger side is by invoice rows, at the beginning of each row is the number of the sales invoice.

ype	Number	Date	Reference		Description					Debit	
AEK		10955 15.01.2022	Reference		Description					Debit	3960
redit	3960	0									
Copy selec	tion Delete	selection Bulk Insert Past	te Recipe 🛛 🤉	Split from Re	esources					\otimes	୬୮୬
Copy selec		selection Bulk Insert Past	te Recipe] ع	plit from Re Debit		≁ Custome	Currency	۶ Cur. Debi	۶ Cur. Cre	Rate	
	≁ Account				۶ Credit		 Currency Search Q 		Cur. CreSearch		
No. ^ 🗌	≁ Account	P Description		Debit	✓ Credit> Search				> Search		
No. ~ 🗌	✓ Account> Sear Q	 Description Search 		Debit Search	✓ Credit> Search	≻ S€ Q	> Search Q	> Search	> Search	> Search	
No. ^ 🗌	 Account Sear Q 111201 	Pescription Search Bank account		Debit Search	CreditSearch	> se Q 1026	> Search Q EUR	> Search	> Search	> Search 1	
No. ~ 🗌	 Account Sear Sear 111201 113101 	Pescription Search Bank account 100256 AS BCS Koolitus		Debit Search	Credit Search 1000.00	> Se Q 1026 1026	> Search Q EUR EUR	> Search	> Search 1000.00	> Search 1 1 1	
No. ~]	Account Sear Q 111201 113101 113101 1	Pescription Search Bank account 100256 AS BCS Koolitus 100258 AS BCS Koolitus		Debit Search	 ✓ Credit ✓ Search 1000.00 1000.00 	> Se Q 1026 1026 1026	> Search Q EUR EUR EUR	> Search	> Search 1000.00 1000.00	> Search 1 1 1 1 1	

11.1.3. Option ASSET PART TOO - Finance transactions from ledgers in rows

Money flow and Accounts Receivable are on separate rows in transaction, at the beginning of each row is the sales invoice number.

Туре		Number	Date	Reference	Desc	cription				Debit	
LAEK		1	0955 15.01.2022 🗰								3960
Credi	t	D	ifference								
		3960	0								
Сору	select	tion Delete	selection Bulk Insert Pa	aste Recipe 🛛 Split f	rom Reso	ources				\otimes	୭ 🗶 🔳
No.	~	✤ Account	Description	بر	Debit 🔎	Credit	₽ Custome	Currency	۶ Cur. Debit	Cur. Credit	▹ Rate
		> Sear Q	> Search	>	Search >	Search	> Se Q	> Search Q	> Search	> Search	> Search
= !!	1	111201	10004 AS BCS Koolitus	1	000.00		1026	EUR	1000.00		1
= #	2	111201	100256 AS BCS Koolitus	1	000.00		1026	EUR	1000.00		1
= #	3	111201	100258 AS BCS Koolitus	1	000.00		1026	EUR	1000.00		1
≡ #	4	111201	10006 Infotark AS		480.00		1029	EUR	480.00		1
	5	111201	10009 Infotark AS		480.00		1029	EUR	480.00		1
= #	6	113101	100256 AS BCS Koolitus			1000.00	1026	EUR		1000.00	1
= ::		449494	100258 AS BCS Koolitus			1000.00	1026	EUR		1000.00	1
= !!		113101									
	7	113101	10004 AS BCS Koolitus			1000.00	1026	EUR		1000.00	1
	7 8		10004 AS BCS Koolitus 10006 Infotark AS			1000.00 480.00		EUR		1000.00 480.00	1

11.1.4. Options like PAYMENT FILE - Finance transactions from ledgers in rows

Money flow is cumulative total by customer and the credit side is on separate invoice rows, at the beginning of each row is the sales invoice number.

pe	Number	Date	Reference	[Description					Debit		
AEK	1	0955 15.01.2022 💼									3960	
redit	Di	fference										
	3960	0										
Copy selec	tion Delete	selection Bulk Insert P	aste Recipe	Split from F	Resources					\otimes	୭ 🗶 🗏	
No. 🗠 🗌	Account	P Description	ß	Debit	t 🤌 Credit	Custome	Currency	2	Cur. Debit	🤌 Cur. Credit	≁ Rate	e
No. ^ 🗌		 > Search 		Debit			✓ Currency> Search Q			Cur. CreditSearch		
					> Search					> Search		
1	> Sear Q	> Search		Search	Search	> se Q	> Search Q		Search	> Search		
III 1 II2	> Sear Q 111201	Search AS BCS Koolitus		Search 3000.0	Search	> Se Q 1026 1029	> Search Q EUR		Search 3000.00	> Search	> Search	
1 2 3	> Sear Q 111201 111201	> Search AS BCS Koolitus Infotark AS		Search 3000.0	Search	> Se Q 1026 1029 1026	> Search Q EUR EUR		Search 3000.00	> Search	> Search	
1 2 3 1 4	> Sear Q 111201 111201 113101	> Search AS BCS Koolitus Infotark AS 100256 AS BCS Koolitus		Search 3000.0	> Search 0	S€ Q 1026 1029 1026 1026	> Search Q EUR EUR EUR		Search 3000.00	> Search	> Search	
1 1 <t< td=""><td>> Seai Q 111201 111201 113101 113101</td><td>> Search AS BCS Koolitus Infotark AS 100256 AS BCS Koolitus 100258 AS BCS Koolitus</td><td></td><td>Search 3000.0</td><td>> Search 0 </td><td>S€ Q 1026 1026 1026 1026 1026</td><td>> Search Q EUR EUR EUR EUR</td><td></td><td>Search 3000.00</td><td>> Search 1000.00 1000.00</td><td>> Search</td><td></td></t<>	> Seai Q 111201 111201 113101 113101	> Search AS BCS Koolitus Infotark AS 100256 AS BCS Koolitus 100258 AS BCS Koolitus		Search 3000.0	> Search 0	S€ Q 1026 1026 1026 1026 1026	> Search Q EUR EUR EUR EUR		Search 3000.00	> Search 1000.00 1000.00	> Search	

12. Receipt of sales invoice in currency ON THE NEW "RECEIPT" DOCUMENT

12.1. Full receipt of the sales invoice in the currency

If the sales invoice is not in the base currency, then there will be an exchange rate difference in receipt. It is necessary to follow the next rules in order for the exchange rate transactions to be correct. The following system settings accounts are used in the examples:

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FINANCE SETTINGS

Foreign exchange loss (financial expense)	660051	>>	
Foreign exchange loss (Expense)	562402	>	
Foreign exchange loss (Sales, Purchase)	562401	>	
Foreign exchange loss (Receipt, Payment)	527501	>	
Foreign exchange gain (financial income)	660001	>	
Foreign exchange gain (Expense)	423002	>	
Foreign exchange gain (Sales, Purchase)	423001	>	
Foreign exchange gain (Receipt, Payment)	423003	>	
ADMINISTRATOR SETTINGS			
ADMINISTRATOR SETTINGS			

12.1.1. Receipt of the sales invoice in the same currency

Currency rates are updated automatically

• USD invoice is sent to the buyer, USD is also received.

Document	Date	Sum	Currency	Central bank rate	EUR	Exchange rate differences	System setting (currency account)
Sales invoice	01.01.2022	1000	USD	0,882924245	882,92		
Receipt	31.05.2022	1000	USD	0,933445347	933,45	50,53	Foreign exchange gain, loss (Sales, Purchase)

no

yes

- Needs to be indicated on Receipt:
 - Receipt date and pay mode
 - $\circ\,$ The sales invoice is placed on the row
 - Confirm the receipt

Receipt document:

New desig	n											
Receipt 109	64 Confirmed								Last cha	nged by	(10.11.2022 at	07:53:10
Related documents:	kanne											
Number	Date	R	Reference	Received		Invoices sum	Rec	eived currency	Pay mode	P		
109	31.05.2022	ti i			933.45		1000	1000.0	0 P	Q		
Comment				Object		Difference	Fee		Project		User	P
					Q		50.53	0.0	0	Q		Q
Location												
194.126.96.68												
Copy selection	elete selection B	ulk Insert									× ×	₽
No. 🕤 🤌 🛛 Ir	voice 🥕 Customer	Name in	bank 🤌 Bank cur	۶ Rate R	≁ Rate Ser	vi 🥕 Bank sum	≁ Received	۶ PreID ۶	Customer Total EUR	🥕 Accou	unt 🥕 Description	
> Searc	Q > Search Q	> Search	> Search Q	> Search	> Searc	h > Search	> Search	> Sear Q >	Search	> Sei	Q > Search	

The finance transaction is created after receipt confirmation:

nand	e - Trar	nsaction LAEK: 109)64 Draft					Las	t changed by	(10.11.202	2 at 07:53
Гуре	Number	Date	Reference	Des	scription				Debit	t	
AEK		10964 31.05.2022								933.45	5
Credit	933.45	Difference 0									
Conv sele	ction Delete		Recipe Split fr	om Resource	PC 1				Г	<u> </u>	
			e Recipe Split fro	om Resource Debit	_	۶ Custome	۶ Currency	۶ Cur. Debit	ر ۲۰ Cur. Credit		
	۶ Account	selection Bulk Insert Paste			_		 ゲ Currency > Search Q 				
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Copy sele No. ^ ()))))))))))))))))))	> Account	selection Bulk Insert Paste Poscription Search		Debit Search	کر Credit	> s∈ Q	> Search Q	> Search	> Search	 Rate Search 	

12.1.2. Receipt of the sales invoice in the base currency (EUR) exactly at the central bank rate of the day

 USD invoice is sent to the customer, received in EUR exactly at the central bank rate on the date of receipt.

Document	Date	Sum	Currency	Exchange rate	EUR	Exchange rate differences	System setting (currency account)
Sales invoice	01.01.2022	1000	USD	0,882924245	882,92		
Sales invoice	31.05.2022	1000	USD	0,933445347	933,45	50,53	Foreign exchange gain, loss (Sales, Purchase)
Receipt	31.05.2022	933,45	EUR	1	933,45	0,00	Foreign exchange gain (Receipt, Payment)

- Needs to be indicated on receipt :
 - Receipt date and pay mode
 - The sales invoice is placed on the row
 - EUR is entered or selected to the Bank Cur field.
 - Confirm the receipt
 - Sum is converted into EUR automatically in the **Bank sum** field, nothing needs to be changed.

Receipt document:

Vew des	ign												
Receipt 1	0965 Confirmed									Last cha	anged by	(22.12.2022 a	t 13:35:24)
Related documer	ts: kanne												
Number	Date		Reference	Received		Invoices sum		Received curre	ency	Pay mode	P		ų
	10965 31.05.2022	Ē			933.45		933.45		1000.00	Р	Q		
Comment				Object		Difference		Fee		Project		User	0
					Q		50.53		0.00		Q		Q
Location													
194.126.96.68													
Copy selection	Delete selection B	ulk Insert										×	
No. 🕤 🖉	Invoice 🤌 Customer	🥕 Name ir	n bank 🥜 🖉 Bank cur	Rate R	✤ Bank sum	≁ Received ≯	Custome	er Total EUR 🤌	Account 🥕	Description			
> s	earc Q → Search Q	> Search	> Search Q	> Search	> Search	> Search >		Search > S	e Q >	Search			
≡ ⊞ 1	100293 1001	Big Client	EUR	1	933.45	1000.00		933.45					

The finance transaction is created after receipt confirmation: Finance - Transaction LAEK: 10965 [Draft]

Туре Number Date Reference Description Debit 10965 31.05.2022 曲 933.45 LAEK Credit Difference 933.45 0 S 5 X = A Copy selection Delete selection Bulk Insert Paste Recipe Split from Resources Debit 🦻 No. - 🗌 🤌 Account 🎤 Description Credit & Custome & Currency & Cur. Debit 🤌 Cur. Credit 🦻 Rate > Sear Q > Search Search \rightarrow Se Q \rightarrow Search Q \rightarrow Search > Search > Search > Search = # 1 111201 Big Client 933.45 1001 EUR 933.45 ■ 🛛 2 113101 882.92 1001 1000.00 0.882924245 100293 Big Client USD 3 423001 100293 Profit from exchange rate differences ... 50.53 1001 EUR 50.53

Last changed by (22.12.2022 at 13:35:24) 9

12.1.3. Receipt of the sales invoice in the base currency (EUR) not at the central bank rate of the day

• USD invoice is sent to the customer, received in EUR at the rate agreed with the customer.

Document	Date	Sum	Currency	Exchange rate	EUR	Exchange rate differences	System setting (currency account)
Sales invoice	01.01.2022	1000	USD	0,882924245	882,92		
Sales invoice	31.05.2022	1000	USD	0,933445347	933,45	50,53	Foreign exchange gain, loss (Sales, Purchase)
Receipt	31.05.2022	950	EUR	1	950,00	16,55	Foreign exchange gain (Receipt, Payment)

Needs to be indicated on receipt: (NB! Given order is important):

- Receipt date and pay mode
- The sales invoice is placed on the row
- Select or write the currency code, in which the receipt is made to the Bank Cur field: EUR
- Enter the sum to be received from bank to the Bank Sum field: 950.00
- Double click on the Rate Service field
- Confirm the receipt

Receipt document:

New design

Receipt 1096	6 Confirmed						Last chan	iged by	(10.11.2022 at	08:04:4
elated documents: <mark>k</mark> a	nne									
Number	Date	Refer	ence	Received	Invoices sum	Received currency	Pay mode	0		
1096	31.05.2022			950.00	933.45	1000.00	Р	Q		
Comment				Object	Difference	Fee	Project		User	Õ
				Q	67.08	0.00		Q		Q
ocation										
194.126.96.68										
	ete selection Bu	ulk insert							🛞 🗶 🔳	
Copy selection De		and model t								
	pice & Customer	Name in ban	c 🤌 Bank cur	۶ Rate R ۶ Bank	sum & Received & Custo	omer Total EUR 🤌 Account	P Description			
No 🗆 🤌 Inv		* Name in ban	C → Bank cur → Search Q		sum & Received & Custo arch > Search >	omer Total EUR ✓ Account Search → Se Q				

The finance transaction is created after receipt confirmation:

ype	Nu	mber		Date	R	leference		Desc	ription						Debit			
AEK		1	0966	31.05.2022													950	
Credit		Di	fference															
		950	0															
																		1
Copy sel	ection	Delete	selection	Bulk Insert	t Paste F	Recipe S	olit fror	m Resour	es						\otimes	୭	X =	
	_		selection ۶ Descri		t Paste F	Recipe S	olit fron عر	m Resoure Debit		edit 🦻	۶ Custome	Currency	ŗ	Cur. Debit	🖉 Cur. Cred		x ≡ Rate	
	~				t Paste F	Recipe S	_		۶ Cre			 Currency Search Q 		Cur. Debit Search	Cur. Cred	it ۶		
No. ^ [بر در	Account Sear Q	۶ Descrip	otion	t Paste F	Recipe S	_	Debit	> Cre> Sea						 Cur. Cred Searce 	it ۶	Rate	
No. ^ [بر در	Account Sear Q 1201	 Descrip Search Bank acco 	otion	t Paste F	Recipe S	_	Debit Search	Cre > Sea			> Search Q		Search	 Cur. Cred Searce 	it ۶ h >	Rate	
) / () (1 111	Account Sear Q 1201 3101	 Descrip Search Bank acco Accounts 	ption			یر >	Debit Search	メ Cre シ Sea	arch	Se Q	> Search Q EUR		Search	 Cur. Cred Searce 	it ۶ h >	Rate Search 1	

12.1.4. Receipt of a currency sales invoice in another currency (not in the base currency) with exact daily central bank rate

• USD invoice is sent to the customer, received in SEK exactly at the central bank rate on the date of receipt.

Document	Date	Sum	Currency	Exchange rate	EUR	Exchange rate differences	System setting (currency account)
Sales invoice	01.01.2022	1000	USD	0,882924245	882,92		
Sales invoice	31.05.2022	1000	USD	0,933445347	933,45	50,53	Foreign exchange gain, loss (Sales, Purchase)
Receipt	31.05.2022	9806,12	SEK	0,095190047	933,45	0,00	Foreign exchange gain (Receipt, Payment)

- Needs to be indicated on receipt :
 - Receipt date and pay mode
 - The sales invoice is placed on the row
 - SEK is entered or selected to the Bank Cur field.
 - Confirm the receipt
 - Sum is converted into SEK automatically in the **Bank sum** field, nothing needs to be changed.
 - Exchange rate differences are calculated automatically in the **Financial transaction**.

Receipt document:

Receipt 109	68 Confirmed					Last changed	by (10.11.2022 a	at 18:12:2
Related documents: I	kanne							
Number	Date	Reference	Received	Invoices sum	Received currency	Pay mode	C	
10968	3 31.05.2022		933.45	933.45	1000.00	Р	Q	
Comment			Object	Difference	Fee	Project	User	Õ
			Q	50.53	0.00		Q	Q
Location								
194.126.96.68								
							× x =	
Copy selection D	elete selection Bulk Ins	ert						- ×
		ame in bank 🥜 Bank cu	・ チ Rate R チ Bar	k sum & Received &	Customer Total EUR 🦻 Ad	ccount 🥕 Description		
No 🗆 🤌 In		ame in bank 🤌 Bank cu		k sum × Received × Search > Search >	Customer Total EUR & A Search > Se			

The finance transaction is created after receipt confirmation:

ype	Number	Date		R	eference	D	escription					Debit		
AEK	1	10968 31.0	5.2022	ti i									933.45	
edit	933.45	o 0												
onv selev		selection	Rulk Incert	t Dacto	Recipe Sn	lit from Rec							തിജി≡ി	
		selection		t Paste	Recipe Sp	lit from Res	ources	Credit	≁ Custome	✤ Currency	کر Cur. Debit	⊗ [*] Cur. Credit		_
				t Paste I	Recipe Sp	۶ De		Credit Search		✓ Currency> Search Q		Cur. Credit	۶ Rate	
lo. ^ 🗌	≁ Account	P Description	1	t Paste	Recipe Sp	P De De Sea	bit 🦻		> S∈ Q	-		 Cur. Credit Search 	۶ Rate	
	Account Sear Q	 Description Search 	1	t Paste	Recipe Sp	P De De Sea	bit ۶		> S∈ Q	> Search Q	> Search	Cur. Credit Search	Rate Search	7

12.1.5. Receipt of a currency sales invoice in another currency (not in the base currency) not at the central bank rate

• USD invoice is sent to the customer, received in SEK at the rate agreed with the customer.

Document	Date	Sum	Currency	Exchange rate	EUR	Exchange rate differences	System setting (currency account)
Sales invoice	01.01.2022	1000	USD	0,882924245	882,92		
Sales invoice	31.05.2022	1000	USD	0,933445347	933,45	50,53	Foreign exchange gain, loss (Sales, Purchase)
Receipt	31.05.2022	9850	SEK	0,095190047	937,62	4,17	Foreign exchange gain (Receipt, Payment)

Needs to be indicated on receipt: (NB! Given order is important):

- Receipt date and pay mode
- The sales invoice is placed on the row
- Select or write the currency code, in which the receipt is made to the Bank Cur field: SEK
- Enter the sum to be received from bank to the Bank Sum field: 9850.00
- Double click on the **Rate Service** field
- Confirm the receipt

Last changed by (10.11.2022 at 18:12:24)

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Last changed by (10.11.2022 at 18:21:35) 🧐

Receipt document:

lew design Receipt 109											Last chang	jed by	(10.11.2022 at	18:21:3
elated documents:	anne													
Number	Date		Reference		Received	d	Invoices sum	1	Received currer	ncy	Pay mode	C		
10969	31.05.2022	Ê				937.62		933.45	100	00.00	Р	Q		
Comment					Object		Difference		Fee		Project		User	Ð
						Q		54.70		0.00		Q		Q
Location					,	Q		54.70		0.00		Q		C
						Q		54.70		0.00		Q		С
Location 194.126.96.68						Q		54.70		0.00		Q		C
194.126.96.68	elete selection E	Bulk Inse	ert			Q		54.70		0.00		Q	× =	
194.126.96.68 Copy selection De	elete selection E		ert ame in bank	۶ Bank cu			Rate Servi 🖌		۶ Received		ner Total EUR			
194.126.96.68 Copy selection Do No. ^ D & Int		۶ Na	ame in bank	 Bank cu Search 	Ir J	Rate R	Rate Servi ≁ Search →		* Received *		ner Total EUR Search	ر به Accour		

The finance transaction is created after receipt confirmation: **Finance - Transaction LAEK: 10969** [Deal]

Туре	Number	Date	Reference		Descri	ption				Debit	
LAEK	1	0969 31.05.2022									937.62
Credit	D 937.62	fference 0									
Copy selec	tion Delete	selection Bulk Insert	Paste Recipe Sp	lit from I	Resourc	es				89	
No	≁ Account	✤ Description		۶	Debit	۶ Cree	lit 🥕 Custo	me 🤌 Currency	۶ Cur. Debit	🤌 Cur. Credit	≁ Rate
	> Sear Q	> Search		>	Search	> Sear	:h > S∈ ⊂	λ > Search Ω	> Search	> Search	> Search
≣ ∦ 1	111201	Bank account			937.62			SEK	9850.00		0.095190047
≡ ‼ 2	113101	Accounts receivable				882	92	USD		1000.00	0.882924245
≣ ∦ 3	423001	100288 Profit from exchange	rate differences			50	53 1001	EUR		50.53	1
≡ ‼ 4	423003	100288 Profit from exchange				4	17 1001	EUR		4.17	1

12.1.6. Prepayment from the customer in currency

- Needs to be indicated on receipt :
 - Receipt date and pay mode
 - Customer code is entered to the Customer field
 - $\circ\,$ Select or write the currency code, in which the prepayment was made to the Bank Cur field: for example USD
 - Enter the prepayment sum in currency to the field **Bank Sum**
 - Confirm the receipt

Receipt document:

New desig	n											
Receipt 10	977 Confirmed								Last chan	ged by	(16.11.2	022 at 07:52:43)
Related document	s: kanne											
Number	Date	Reference	Re	ceived	Invoid	ces sum	Received	currency	Pay mode	Ē		ų
109	31.05.2022	 		933	.45	0		0.00	Ρ	Q		
Comment			Ob	ject	Differ	ence	Fee		Project		User	P
					Q	933.45		0.00		Q		Q
Location												
194.126.96.68												
Copy selection	Delete selection Bu	ılk İnsert									×x	
No 🗌 🦻	Invoice 🥕 Customer	» Name in bank	🥕 Bank cur	۶ Rate R	≁ Rate Servi	✤ Bank sum	≁ Received	۶ PreID	Customer To	tal EUR	Account	P Description
> Sea	rc Q → Search Q	> Search	> Search Q	> Search	> Search	> Search	> Search	> Sear Q		Search	Sei Q	> Search
												bearen

The finance transaction is created after receipt confirmation:

Financ	e - Tran	saction LAE	K: 10	977 <mark>(Sav</mark>	ed							Last cha	nge	d by	(16.11.20)	22 at 07:52:43) り
Туре	Number	Date		Reference		Desc	ription							Debit		Ļ
LAEK	1	0977 31.05.2022	Ē												933.4	5
Credit Copy select	933.45	ifference 0 selection Bulk Inse	ert Pas	te Recipe	Split fro	m Resour	ces							$\boxed{\otimes}$	৩ 🗴	
No. 🕤 🗌	≁ Account	≁ Description			ş	Debit	۶	Credit	≁ Custom	E & Currency	Ļ	Cur. Debit	Ļ	Cur. Credit	ş	Rate
	> Sear Q	> Search			>	Search	>	Search	> S∈ Q	> Search Q	>	Search	>	Search	> Se	arch
≣ ∦ 1	111201	Big Client				933.45			1001	USD		1000.00			0.93344	5347
≡ ∥ 2	212101	Big Client						933.45	1001	USD				1000.00	0.93344	5347

12.2. Partial receipt of the invoice in the currency

12.2.1. Partial receipt of an invoice in the same currency

• USD invoice is sent to the customer, received also in USD, for example 50%.

Document	Date	Sum	Currency	Central bank rate	EUR	Exchange rate differences	System setting (currency account)
Sales invoice	01.01.2022	1000	USD	0,882924245	882,92		
Receipt (partial)	31.05.2022	500	USD	0,933445347	466,72	25,27	Foreign exchange gain, loss (Sales, Purchase)

- Needs to be indicated on receipt :
 - Receipt date and pay mode
 - $\circ\,$ The sales invoice is placed on the row
 - Enter the sum to be received from bank to the **Bank Sum** field (for example 500 USD)
 - Confirm the receipt

Receipt document:

New	design	

Receipt 10	07755 Confirmed								Last chang	ged by	(16.11	.2022 at 08:43:15
elated documen	ts: kanne											
Number	Date	Reference		Received	Invo	ices sum	Received	currency	Pay mode	P		
107	755 31.05.2022			46	6.72	500)	500.00	Р	Q		
Comment				Object	Diffe	erence	Fee		Project		User	P
					Q	25.2	5	0.00		Q		Q
ocation 194.126.96.68												
Copy selection	Delete selection Bu	ılk Insert									×x	
No. 🕤 🖉	Invoice 🥕 Customer	Name in bank	Bank cur	۶ Rate R	🥕 Rate Servi	🤌 Bank sum	≁ Received	ہ PreID	Customer Total	EUR 🎤	Account	د Description
> Se	arc Q > Search Q	> Search	> Search Q	Search	> Search	> Search	> Search	> Sear Q	S	earch >	Se; Q	> Search
■ 1	100285 1001	Big Client	USD	0.933445347		500.00	500.00		4	66.72		

The finance transaction is created after receipt confirmation: **Finance - Transaction LAEK: 107755** [Draft]

Last changed by (16.11.2022 at 08:43:15) 🧐

Гуре	Number	Date	Reference	Descri	iption				Debit	
LAEK	1	07755 31.05.2022								466.72
Credit	466.72	Difference 0								
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		e selection Bulk Insert F	Paste Recipe Sp	lit from Resourc ۶ Debit		کر Custome	Currency	۶ Cur. Debit	🛞 💆	
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No. ^ □	> Sear Q	Description Search	Paste Recipe Sp	> Debit> Search	CreditSearch	> s∈ Q 1001	> Search Q	> Search	 Cur. Credit Search 	

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