

CSoft Business Software

Debtors and Invoicing Module

Overview

Available in CSoft Business Startup, Business Accelerator and Business Advanced. The debtors system consists of a full customer database. This allows the user to prepare invoices and credit notes along with full reports and lookup facilities.

There are full aged debtor's reports and sales analysis reports. The invoice-printing screen can be customised if required. Enquiry facilities exist on any current or historical data.

Features

- ✓ Debtors ledger is fully integrated with other modules
- ✓ A salesperson and/or a branch can be assigned to debtors
- ✓ Multiple user definable debtor classification fields exist
- ✓ Terms of payment and credit limits can be set for each debtor
- ✓ Open item or balance forward debtor balances are supported
- ✓ Head office billing arrangements are possible
- ✓ Discounts can be set that are applied during invoicing
- ✓ Aged trial balance report by debtor is available
- ✓ Manual invoices and credits can be processed
- ✓ Internet e-mail/web home page address can be recorded for vendors
- ✓ Statements can be printed for individual debtors, groups of debtors or all debtors at a time
- ✓ Debtor codes are alphanumeric
- ✓ Separate addresses for delivery, invoicing and statements can be recorded
- ✓ GST inclusive or exclusive invoicing preference can be set by debtor
- ✓ Dated notes can be entered against a Debtors file, useful for credit control.
- ✓ Open item/balance forward nature of the account can be set by debtor
- ✓ Sub accounts for debtors are supported
- ✓ Bad debt write-offs can be processed
- ✓ Debtor mailing labels can be printed
- ✓ Transaction history by debtor is available
- ✓ System can export debtor transactions using queries that refer to values in user defined fields
- ✓ User can specify nil value statements not be printed if required