

# CSoft Business Software

## *Creditors Module*

### **Overview**

Available in CSoft Business Startup, Business Advanced. The creditors system is our full version, which allows full creditors details and listings. The system has full aged reports and listings of invoices entered and unpaid. There is provision for full or partial payments of creditor's invoices and full enquiry on current or old invoices.

### **Features**

Some of the features included in the Creditors Module are:

- ✓ The creditors module is fully integrated with other modules
- ✓ Creditor codes are alphanumeric
- ✓ There are categories for grouping and analysis of creditor information
- ✓ Payment terms and credit limits can be recorded for each creditor
- ✓ Discounts available for prompt payment can be recorded
- ✓ Open item and balance forward creditor balance options are supported
- ✓ Creditor invoices can be put on hold so that they are not selected for payment
- ✓ Partial payments can be applied to invoices
- ✓ Multiple currencies are supported within this module
- ✓ Aged trial balance report by creditor in summary or detail is available
- ✓ System can print cheques and remittance advices
- ✓ Creditor mailing labels can be printed
- ✓ The user can search for a creditor using the creditor code or name
- ✓ An e-mail/web home page address can be recorded for creditors
- ✓ Payment of creditors can be handled on-line via electronic banking software