



AR1: Invoice Payment Position Enquiry

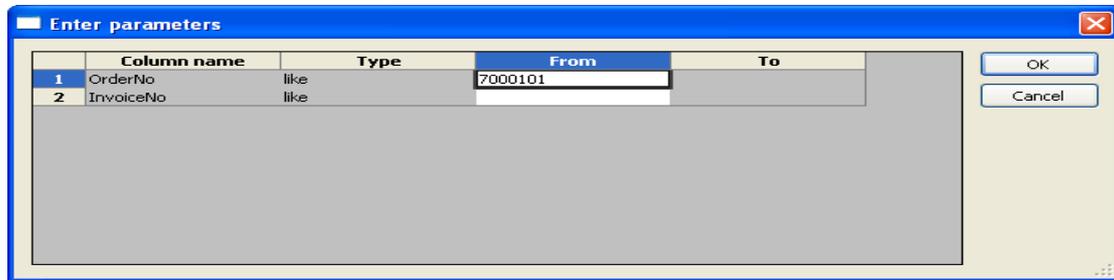
In Agresso there is a specific browser enquiry that allows you to check the Sales Invoice Number and also if it has been paid.

To open the specific Browser Enquiries:

1. Select

- 📁 Agresso Financials
 - 📁 Accounts Receivable
 - 📁 Enquiries
 - (Click on '+') Open and historical items per customer
 - AR1 Invoice Payment Position (double-click to open)

2. The following screen will be displayed:



3. Enter your Sales Order Number or Sales Invoice Number

4. The details of your result will appear:

- NB: If the results screen produces no value, then either:**
- (a) The search criteria is inaccurate; e.g. Invoice Number
 - (b) There are no results for the particular search

5. If the first column is **C** – this means the Invoice has been paid and a Pay Date will be shown.

AR1 Invoice Payment Position

Add field Add/change expression Add relation Add flexi-field Add tree Expand base Delete field Delete all fields Search conditions Column format Sub total logic Properties Event setup Conditional formatting New link

1 - Setup 2 - Search 3 - Results

	CustID	CustID(T)	InvoiceNo	Inv.date	Due date	Pay date	Period	Cur	Curr. amount	O/S curr.amnt.	TransNo	Text	Amount
1	C	613168	HEWLETT-PACKARD INTERNATIONAL SARL	102	02/04/2009	02/05/2009	18/05/2009	200909	GBP	500.00	0.00	102 computer buy back hewlett packard	500.00
Σ									500.00	0.00			500.00

6. If the first column is **B** – this means the Invoice has not been paid and a Pay Date will be blank.

1 - Setup 2 - Search 3 - Results

	CustID	CustID(T)	InvoiceNo	Inv.date	Due date	Pay date	Period	Cur	Curr. amount	O/S curr.amnt.	TransNo	Text	Amount
1	B	613287	Matis	249	01/05/2009	31/05/2009		200910	GBP	5,500.00	5,500.00	249 Matis Training on Nephrops spoilage	5,500.00
Σ									5,500.00	5,500.00			5,500.00



7. These are the descriptions of the fields:

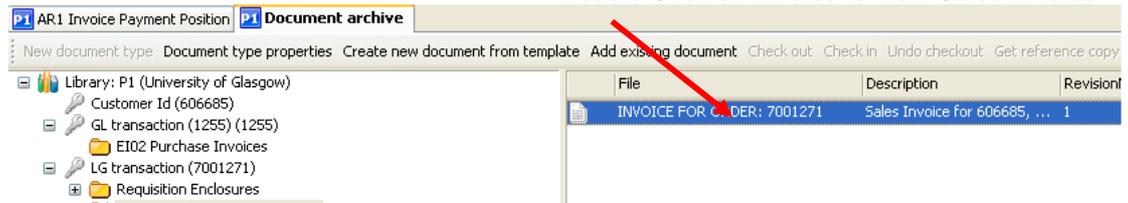
1. CustID - Indicates the Customer ID number and Name of the Customer.
2. InvoiceNo – This shows the invoice number.
3. Inv. date – This is the date the invoice was originally raised.
4. Due Date – This is the date the invoice payment is due.
5. Pay Date – This will indicate when an Invoice was paid
6. Period – This is the period in which the invoice was originally raised.
7. Curr – This is the currency of the invoice.
8. Curr Amount – This is the total currency amount for the invoice.
9. O/S Curr.Amt – This is the currency amount outstanding for the invoice.
10. TransNo. – This is the Agresso generated transaction number for the invoice transaction
11. Text – This is the description of the invoice.
12. Amount – This is the total invoice amount in GBP.

NB – Please note this enquiry will not show the Sub-Project or Cost Centre to which the Sales Order/Sales Invoice belongs to.

8. To view the Sales Invoice click on the Documents Icon 

This will open the following screen:

Double Click on Invoice to view Sales Invoice



The screenshot shows a document archive window with a tree view on the left and a list view on the right. The tree view includes folders like 'Customer Id (606685)', 'GL transaction (1255) (1255)', 'E102 Purchase Invoices', 'LG transaction (7001271)', and 'Requisition Enclosures'. The list view has columns for 'File', 'Description', and 'Revision'. The selected item is 'INVOICE FOR ORDER: 7001271' with description 'Sales Invoice for 606685, ...' and revision '1'. A red arrow points from the text above to this entry.

This will show the Sales Invoice sent to the Customer.

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INVOICE

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Invoice : 1255
Tax Point Date: 31/07/2009