

Debtors Reconciliation

Last Modified on 11/12/2019 11:04 am ACDT

Although it is possible to run reports for a location that gives the balance of outstanding account or unallocated payments, these only show the data as it currently is. There are occasions where there is a need to see such information as it was at a particular point in time (eg EOFY).

A feature has been added to show the following across all locations at a specified date:-

- Unpaid Invoices
- Unallocated Deposits/Receipts
- Unallocated Opening Balance Debits
- Unallocated Opening Balance Credits
- Unallocated Debit Adjustments
- Unallocated Credit Adjustments
- Balance

To get this information

1. Go to Dashboard
2. Select Locations
3. Click the Account Balance button just below the left hand end of the banner
4. By default the current data will be displayed
5. To change the date the data is displayed for
 - a. Use the calendar icon near the top left of the window to select the required date
 - b. Click the Search button

Locations

21/11/2019



Search

Balance of All locations on 21/11/2019

Type	Amount
Unpaid Invoices	\$251,736.77
Unallocated Deposits / Receipts	-\$39,364.36
Unallocated Opening Balance Debits	\$669.00
Unallocated Opening balance Credits	-\$450.00
Unallocated Debit Adjustments	\$210.00
Unallocated Credit Adjustments	-\$325.40
Balance	\$212,376.01