

TaiRox Productivity Tools - Extended PO Invoice Entry User Guide

Summary & Overview

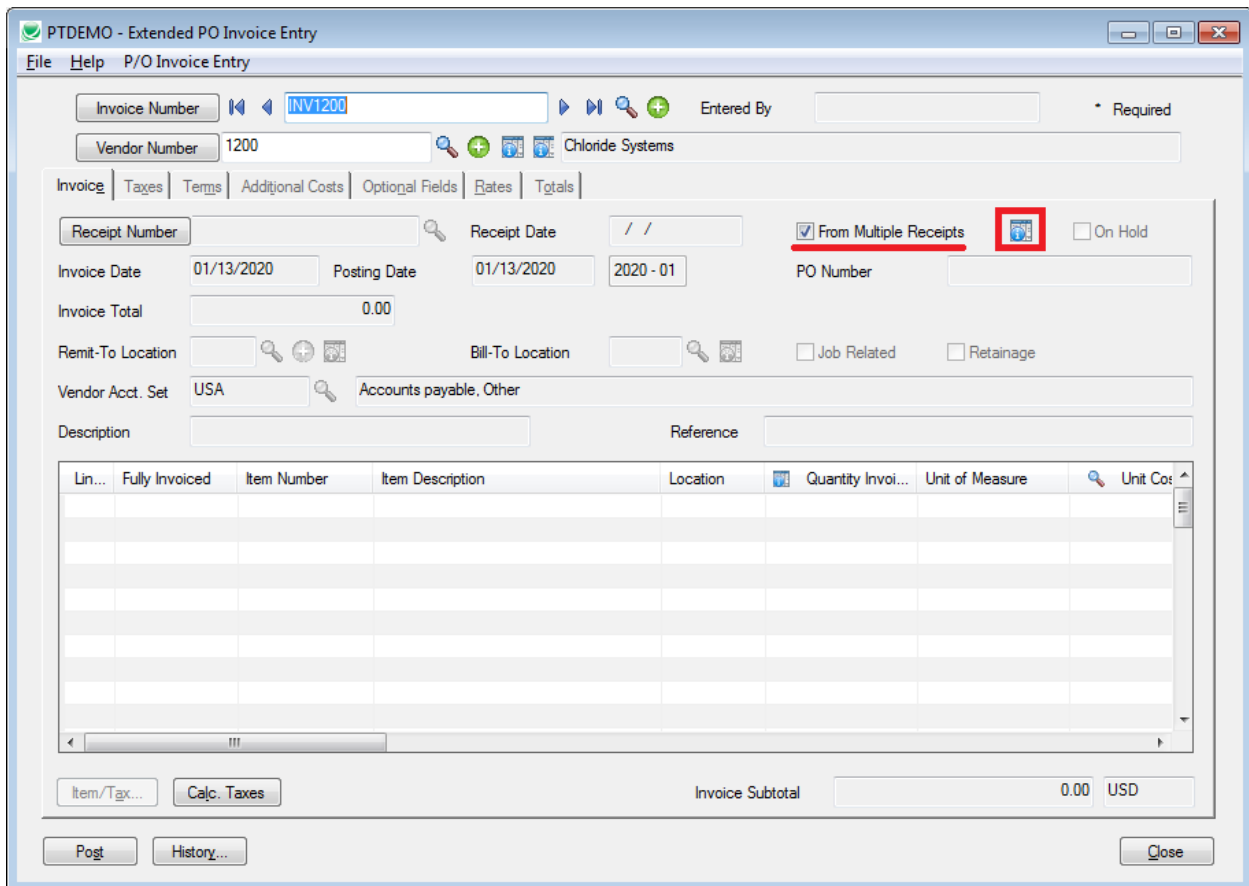
You may receive an invoice from a vendor that references many receipts. Extended PO Invoice Entry shows all receipts related to a vendor so that they may be quickly matched to an invoice. A vendor is related to a receipt if they are the primary vendor or an additional cost vendor.

When there are multiple receipts for an invoice, the Sage 300 pop-up is replaced by a pop-up that only shows related receipts and also multiple receipts to be selected at the same time.

SmartFinders are provided for Invoices, Vendors and Receipts.

Multiple Receipts per Invoice

The highlighted icon will launch a window that replaces the Sage 300 standard window.



TaiRox Productivity Tools - Extended PO Invoice Entry User Guide

Multiple Receipts per Invoice

The pop-up window allows additional filtering. The vendor for the invoice may be either the primary vendor or an additional cost vendor. Both are shown. The leftmost Include column allows quick selection of receipts that match the invoice sent by a vendor. Pressing the Invoice button will include all selected receipts on the invoice.

Include	Receipt Number	Receipt Date	Description	Purchase Orde...	Reference	Receipt Vendor	Additional Costs Ven...	Additional Costs Vendor...	Receipt Vendor Na...
Yes	RCP00000023	1/4/2020	Jan 2010 receipt 1540		Walter	1540	1200	Chloride Systems	Hart Batteries
Yes	RCP00000080	6/30/2020	Jun 2010 receipt - 1200		Unit 4	1200	1200		Chloride Systems