

# TaiRox Productivity Tools User Guide

## Vendor Document Inquiry User Guide - Overview

The Vendor Document Inquiry function is launched from the Documents tab in the Vendor Inquiry function. It provides information about the document laid out in 7 tabs, similar to the way that Sage 300 Accounts Receivable Customer Inquiry and A/R Document Inquiry operate.

The screenshot shows the 'PTDEMO - Vendor Document Inquiry' window. The 'Document Number' is 100-01. The 'Transaction Type' is 'Invoice - Summary Entered' and the 'Vendor Currency' is 'USD'. The 'Vendor Number' is 1200, with the vendor name 'Chloride Systems'. The window has several tabs: 'Header', 'Remit-To', 'Taxes', 'Rates', 'Optional Pds.', 'Details', and 'Transactions'. The 'Header' tab is active, displaying the following information:

Source Application	AP		
Batch Number	49	Batch Date	05/31/2020
Entry Number	1	Doc. Date	05/01/2020
Posting Sequence No.	28	Posting Date	05/01/2020
Order Number		Group Code	INV
PO Number		Account Set	USA
Batch Type	Invoice		
Document Type	Invoice		
Year/Period	2020/05		
Inventory Purchases	Accounts payable, Other		

Additional details shown include: Terms: DUETBL, Due by Invoice Date, Terms Overridden (unchecked), Fully Paid (unchecked). Document Total: 1,353.13. Applied: -1,353.00. Amount Due: 0.13, Due Date: 05/15/2020. Discount Amount: 0.00, Discount Date: / /.

The screenshot shows the 'PTDEMO - Vendor Document Inquiry' window with the 'Remit-To' tab selected. The 'Remit-To' field is expanded to show the 'Remit-To Address' section. The 'Vendor Address' and 'Remit-To Address' sections are populated with the following information:

Address Line 1	927 Warehouse Road	
Address Line 2		
Address Line 3		
Address Line 4		
City	Kansas City	
State/Prov.	MO	59782
Country	USA	
Phone Number	(816) 555-3341	
Fax Number	(816) 555-3340	
E-mail	customer_service@chlorideus.com	
Contact Name	Mr. Carl Jenner	
Contact's Phone	( ) -	
Contact's Fax	( ) -	
Contact's E-mail	ckjenner@chlorideus.com	

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PTDEMO - Vendor Document Inquiry

File Settings Help

Document Number: 100-01

Transaction Type: Invoice - Summary Entered

Vendor Currency: USD

Vendor Number: 1200

Chloride Systems

Header | Remit-To | Taxes | Rates | Optional Plds. | Details | Transactions |

Tax Group: USDTAX

US Sales Tax - Purchase

Tax Amount Control: Calculate

Tax Authority	Authority Descri...	Tax Class	Class Description	Tax Included	Tax Base
STATE	State Tax	1	Taxable item	No	1,250.00
COUNTY	County Tax	1	Taxable mercha...	No	1,250.00

Total Tax: 103.130

Close

PTDEMO - Vendor Document Inquiry

File Settings Help

Document Number: 100-01

Transaction Type: Invoice - Summary Entered

Vendor Currency: USD

Vendor Number: 1200

Chloride Systems

Header | Remit-To | Taxes | Rates | Optional Plds. | Details | Transactions |

Vendor Currency

Currency: USD

Rate Type: SP

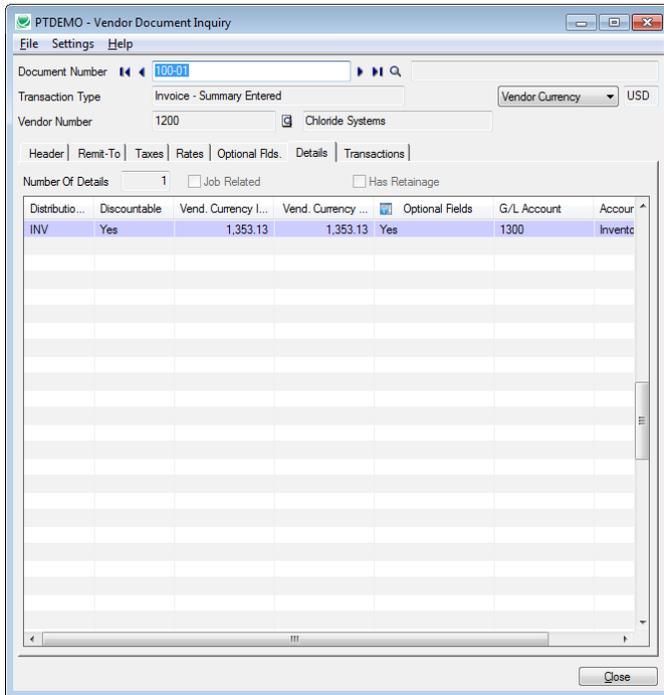
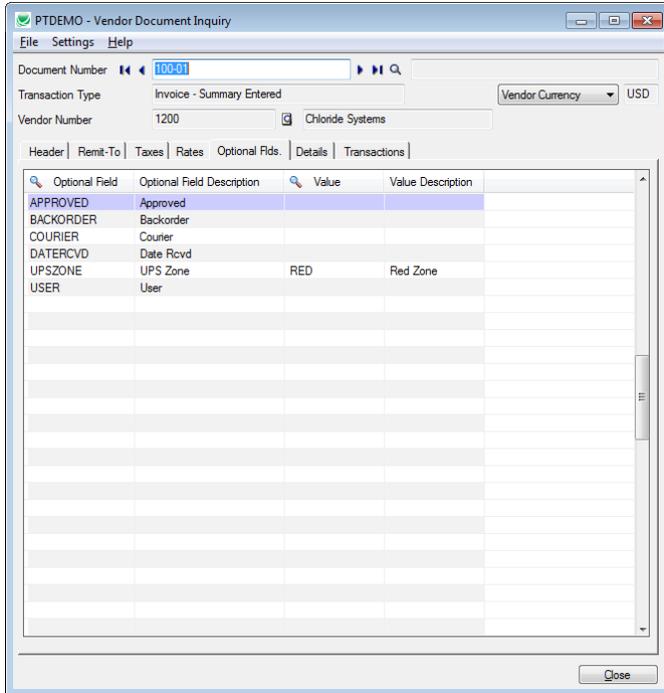
Rate Date: 05/01/2020

Exchange Rate: 1.4565000

Rate Override: Yes

Close

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