Accounts Receivable (ACR)

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You can use this module to manage the sales invoices until they are paid. The open sales invoices can originate from various packages:

- **Order Management**
- **Project**
- **Service**
- **Central Invoicing**

In the **Accounts Receivable** module you can:

- Create sales invoices manually
- Send reminders for overdue invoices by using SSA ERP 's credit control functionality
- Create statements of account
- Generate interest invoices

All postings related to accounts receivable are made in the General Ledger (GLD) module.

Note

You can use an independent or a dependent multicurrency system to register amounts in more than one home currency.

Related topics

- Credit control
- Interest calculation on sales invoices
- Problem invoices
- To post sales/purchase transactions
- Financial business partner groups
- Due date calculation
- Currency differences
- To determine default amounts
- To book credit notes
- Currency systems

Sessions

ACR Parameters (tfacr0100s000)

Use this session to maintain the parameters that are used to control the data in the **Accounts Receivable** module.

Tabs

- Invoice Control is used to maintain invoices for items which have no inventory.
- Credit Control is used to create and to process reminders for overdue sales invoices.

Related topics

- To post sales/purchase transactions
- Credit control

Field	Description
Effective Date	The effective date for which you want to view or maintain the Accounts Receivable (ACR) parameters.
Description	The description or name of the code.
Level of Tax Calculation	SSA ERP calculates the tax amount over an invoice at two different levels. They are: • Invoice header • Transaction line You must enter the default calculation level in this field. The default value can be changed when you generate an invoice.
Transaction Type for Pmt Dif.	Select the transaction type used to post the payment differences, which are written off to the general ledger in the **Write Off Payment Differences (tfacr2240m000)** session. **Allowed values** The transaction type must belong to the category **Sales Corrections**. **Related topics** • Unrealized currency differences
Transaction Type for Curr. Diff.	You must select the transaction type used to post the currency differences, written off to the general ledger in the **Write Off Currency Differences (tfacr2250m000)** session. **Allowed values** This transaction type must belong to the transaction category **Sales Corrections**. **Related topics** • Unrealized currency differences
Write Off Currency Profits	If this check box is selected,SSA ERP books currency profits. SSA ERP creates open entries for this purpose. If this check box is cleared,SSA ERP does not book currency profits. Despite the exchange rate's fluctuation, the invoice remains stored against the old rate. **Note** Currency losses are always posted. **Related topics** • Unrealized currency differences • Realized currency differences
Send With Recourse	The transaction type used when you create and settle the invoices for invoices that are factored with recourse. The transaction type must be of the **Journal Vouchers** category. If you select the **Factor Invoices** check box in the **Company Parameters (tfgld0103s000)** session, this field is available. **Related topics** • Factoring
Send Without Recourse	The transaction type used when you create the sales invoices that replace the original invoices if these are factored without

	recourse. The transaction type must be of the **Sales Invoice** category. If you select the **Factor Invoices** check box in the **Company Parameters (tfgld0103s000)** session, this field is available. **Related topics** • Factoring
Write-Off Cur. Diff for Anti. Receipts	If this check box is selected, currency differences must be processed for invoices linked to anticipated receipts. The currency differences are processed for the total open invoice amount. If anticipated receipts exist, the currency difference is calculated over the total invoice amount minus the actual receipts. **Example** Invoice amount USD 800.00 Partial receipt USD 100.00 Anticipated receipt USD 200.00 The currency difference is calculated on USD 700.00. If this check box is cleared, currency differences are not processed for invoices with anticipated receipts. **Related topics** • Currency differences
Default Aging Analysis Code	The default aging analysis code used to print the open items list in the **Print Invoice-to Business Partner Aging Analysis (tfacr2420m000)** session. The data is classified according to the code that is entered here.
Reminder Diary Margin	The number of days by which the due date of an invoice is extended to receive the default action date. Action date = Reminder Dairy Margin + Due Date **Related topics** • Credit control
Same Letter for All Statements	If this check box is selected, all reminders have the same letter number. You must enter this number in the following field. If this check box is cleared, the reminders for all the open invoices consist of a letter number that corresponds with the reminder status. **Related topics** • Credit control
Letter Number	If the **Same Letter for All Statements** check box is selected, you must enter the fixed letter number for all reminders in this field. The letter number indicates the number of reminders that have been sent. **Related topics** • Credit control
Restrict Highest Letter No.	If this check box is selected, reminders are sent up to a maximum letter number. You must define the maximum letter number in the **Letter Number** field. Invoices selected that require a higher letter number still have the maximum number. If this check box is cleared, reminders are sent for each invoice using the letter number that corresponds with the invoice's

	reminder status. **Example** You have defined four different letter numbers for reminders. If your business partners do not pay, you only want them to receive the reminders with letter number one through three in the reminding procedure. To achieve this, you select three in the **Letter Number** field. Now your business partners can never receive printed reminders using letter number four. **Related topics** • Credit control
Letter Number	If you have indicated, in the **Restrict Highest Letter No.** field that you want to restrict the highest letter number to be used for reminders, you must now enter the highest letter number. **Related topics** • Credit control
Group All Lett. Under Highest	If this check box is selected, all reminders for a business partner receive the same letter number: the highest number. The highest number is the one that is used for the reminder of the invoice with the earliest due date. **Example** A business partner has several outstanding invoice amounts. You already sent a reminder for some of them. When a new set of reminders is sent, these invoices require a higher letter number than those for which you sent a first reminder. This means that you must send different reminders to one customer. However, you can indicate in the current field that all invoices of one customer must be combined under the highest letter number. **Related topics** • Credit control
Action for Zero or Negative Amounts	Indicate the type of action you will take when the amount on open invoices and due invoices, for which a reminder must be sent, is smaller than or equal to zero. You have the following options: • Send • Do Not Send • Print on Error List
Separate Letter for Non-Due Invoices	If this check box is selected, reminders with the first letter number are sent for invoices that are not yet due.
Blank Lines at Top of First Page	You must specify the number of lines to be left blank at the top of the first page of the reminder. This space can be used as a letter head.
Blank Lines at Top of Following Pages	You must specify the number of lines to be left blank at the top of the pages that follow the first page. This space can be used for example, for your company's logo.
Blank Lines at Bottom of Page	You must specify the number of lines to be left blank at the bottom of each reminder page.
Reminding	The reminder selection's current status.

Procedure Status	
Enable variables for Reminder Text	If this check box is selected,SSA ERP does not use the standard address and you must supply the complete header text and footer text. You can use the **Variables for Reminder Text (tfacr3502s000)** session to select the variables to be printed on the reminder. If this check box is cleared, header and footer text for all reminder letters and statement of account letters is deleted. SSA ERP uses the address of the invoice-to business partner on the reminder. In addition to the standard address, you can append some text to a letter in the **Variables for Reminder Text (tfacr3502s000)** session.

Credit Control Parameters (tfacr0101s000)

Use this session to maintain data for the credit control.
You must also define the parameters to send reminder letters to the business partners.

Field	Description
Same Letter for All Statements	If this check box is selected, all the reminder letters to a business partner have the same letter numbers.
Letter Number	The reminder letter number.
Restrict Highest Letter No.	If this check box is selected, you can restrict the number of letters you send to the business partner. You can select this check box only if you do not select the Same Letter for All Statements check box.
Letter Number	Specify the number to which the reminder letters are restricted.
Group All Lett. Under Highest	If this check box is selected, you can group all the reminder letters of a business partner.
Action for Zero or Negative Amounts	You must specify what action you want to take for invoices with zero/negative amounts.
Separate Letter for Non-Due Invoices	If this check box is selected, you must send a separate letter for non-due invoices.
Blank Lines at Top of First Page	Specify the number of blank lines at the top of the first page.
Blank Lines at Top of Following Pages	Specify the blank lines at the top of the following pages.
Blank Lines at Bottom of Page	Specify the blank lines at the bottom of the page.

Financial Business Partner Groups (tfacr0110m000)

Use this session to maintain financial business-partner groups.
To work with the **Accounts Receivable** module, you must link a financial business-partner group to the existing sold-to business partners and invoice-to business partners. You must link business partners to a financial business-partner group in the **Common Data** module. If business partners are linked to a financial business-partner group, you cannot delete the group.
On the **Specific** menu, you can click **Invoice-to Business Partners** to list the invoice-to business partners of the selected financial business partner group.

To define or view the ledger accounts and dimensions for the business partner group, double click a business partner group. The **Accounts by Financial BP Group (tfacr0110m100)** session starts.

Related topics

- Financial business partner groups
- To set up control accounts
- To post sales/purchase transactions
- To process purchase invoices

Field	Description
Business Partner Group	Define a code for the financial business partner group. All the transactions you conclude for the members of a financial business partner group, are posted to the ledger accounts and dimensions defined for the financial business partner group. **Related topics** • Financial business partner groups
Business Partner Group	The description or name of the code.
Default Sales Type	The default sales type sales type for the business partner group. This can be the sales type for regular sales. **Related topics** • Control accounts
Text	If this check box is selected, a text is present. Information about the financial business partner group can be defined here.
Command	**Description**
Invoice-to Business Partners	Starts the **Invoice-to Business Partners (tfacr2521m000)** session, which lists the invoice-to business partners of the selected financial business partner group.

Ledger Accounts by Business Parter Group (tfacr0111m000)

Use this session to maintain ledger accounts and dimensions for a financial business partner group.

SSA ERP posts the transactions created for a particular business partner to the ledger accounts and dimensions you enter here for each kind of transaction.

For an explanation of the kinds of transactions, refer to To post sales/purchase transactions.

Related topics

- Ledger account and dimension structure
- Financial business partner groups
- Currency differences

Field	Description
Kind of Transaction	The type of transaction for which the ledger accounts and dimensions are defined for a specific financial business partner group.
Ledger A/C	The ledger account used to post transactions for an invoice-to business partner that belongs to the selected financial business partner group.

Dimension x	Specify the dimension if the type of transaction selected must be classified according to dimension types. **Allowed values** The dimension that you select must belong to the dimension range defined for the ledger account in the **Dimension Ranges by Ledger Account (tfgld0509m000)** session. If the **Dimension x Used Y/N** field in the **Chart of Accounts (tfgld0108s000)** session has one of the values **Optional** or **Mandatory**, you can enter a dimension for a ledger account.

Problem/Reason (tfacr0120m000)

Use this session to maintain problem codes. For each problem code, you must indicate if:

- Reminders must be sent and interest must be calculated.
- The invoices linked to the problem code can be selected for direct debit.

You must classify the problems concerning sales invoices.
Some examples of problems are:

- The business partner does not receive all goods.
- The business partner rejects the goods or some of the goods.
- The invoice amount is different from the business partner's order amount.

Related topics

- Problem invoices

Field	Description
Problem/Reason Code	You can assign a problem code to the invoice a customer complains about. Probable examples are: • You have calculated a different price. • The business partner receives other goods than those that were invoiced. After the business partner makes the complaint, you can assign a certain problem code to the invoice concerned. The problem code helps indicate whether reminders must be sent and/or whether the invoice can be selected for direct debit. **Related topics** • Problem invoices
Description	The description or name of the code.
Problem Reference	The reference that provides information about the type of problem. If you link a problem code to an invoice, by default the problem reference of the problem code is attached to the invoice. If you wish, you can attach another problem reference to the invoice.
Description	The description or name of the code.
Reminder / Interest	If this check box is selected, reminders are sent and interest can be calculated for invoices to which the problem code is linked.

Direct Debits	If this check box is selected, the invoice amount to which the problem code is linked, is collected through direct debit.

Problem References (tfacr0130m000)

Use this session to maintain references allowed to deal with problem code invoices.
You can link a default reference to a problem code in the **Problem/Reason (tfacr0120m000)** session.

Note

If you have started this session by zooming, you can only find and select a record.

Related topics

- To use an overview session
- To maintain records in an overview session
- Problem invoices

Field	Description
Problem Reference	The code for problem reference. When you link a reference code to a problem code, you can identify the person or department responsible for a particular problem with the invoices. You must link a reference to a problem code in the **Problem/Reason (tfacr0120m000)** session. **Related topics** • Problem invoices
Description	The description or name of the code.

Print ACR Parameters (tfacr0400m000)

Use this session to print the parameters defined for the **Accounts Receivable** module.

Field	Description
Parameters	Select the type of report you want to print. The options are: • Of a Date • In a Range • Of Two Dates Print parameters
Parameters	The effective date of the parameter set you want to print.

Print Accounts by Financial BP Group (tfacr0410m000)

Use this session to print the ledger accounts and dimensions linked to a financial business partner group.

Field	Description
Financial Bus. Part Group	Select your financial business partner group. **Related topics** • To use From and To fields
Control Accounts	To print the control accounts of the businesss partner group, select this check box.

Other Accounts	To print the accounts other than the control accounts of the businesss partner group, select this check box.
Text	If this check box is selected, a text is present.

Print Problem/Reason (tfacr0420m000)

Use this session to print the problem codes listed in SSA ERP.
The printed report shows:

- The problem code.
- The attached problem reference.
- The reminder settings.
- The direct debit settings.

Field	Description
Problem/Reason Code	Select the Problem/Reason Code. **Related topics** • To use From and To fields

Print Problem References (tfacr0430m000)

Use this session to print the problem code references listed in SSA ERP.

Field	Description
Problem Reference	Select the problem reference. **Related topics** • To use From and To fields

ACR Parameters (tfacr0500m000)

The session maintains:

- A history list of parameter sets and their effective dates.
- The current parameter set, at the top of the list (without an effective date).

To view historical settings, double-click one of the historical parameter sets.
To view or change the current parameter settings, double-click the set without an effective date. The set appears at the top of the list.
When you make the required changes and save the new parmeter set, SSA ERP performs the following actions:

- Adds the new set to the history list.
- Updates the current set (at the top of the list).

You must use the **Print ACR Parameters (tfacr0400m000)** session to print and compare the parameter settings.

Note

Use the Find Record tab to enter an effective date.

Field	Description
Effective Date	The date and time when the parameters become valid. The parameters are valid until the effective date of a more recent parameter setting.
Description	The description or name of the code.

Def. Ag. Anal. Code	The default aging analysis code used to print the open items list in the **Print Invoice-to Business Partner Aging Analysis (tfacr2420m000)** session. SSA ERP classifies the data according to the code that is entered here.
Description	The description or name of the code.

Receipt Schedule (tfacr1103m000)

Use this session to maintain receipts schedules linked to invoices.
A receipt schedule defines how and when you receive the payments for an invoice. Each line of the receipt schedule defines the number of days or months, and the percentage of the invoice amount to be received in that period.
In this session, you can divide the invoice amount into parts and define a planned receipt date for each part. SSA ERP helps you by:

- Displaying the total invoice amount.
- Calculating the amount you have already paid.
- Calculating the amount you must still assign to the receipt schedule. This is the remaining amount (debit).

Note

You cannot link a receipt schedule to a credit note. You can recognize credit notes by:

- Their transaction type: **Purchase Credit Note**
- Their negative amount.

Related topics

- To determine default amounts

Field	Description
Document Number	The transaction type, is the first part of the invoice number. **Related topics** • To use transaction types
Document Number	The document number is the numeric part of the invoice number.
Business Partner	The invoice-to business partner. **Related topics** • Business partners
Open Amount	The invoice currency.
Open Amount	The total unpaid invoice amount.
Planned Receipt Date	Enter the date before which (part of) the open amount from the selected invoice must be received. **Allowed values** The date must not precede the invoice date or the current date. **Related topics** • Due date calculation
Amount	The amount to be received on the planned receipt date. The amount can be a part of the open amount of the selected

	invoice.
Received Amount	The amount that has been received against the invoice.
Amount to be Scheduled	The amount that still has to be paid. You can divide the amount into parts and assign them to dates in the payment schedule.

Recurring Sales Invoices (tfacr1107s000)

Use this session to maintain data ncessary to generate recurring invoices based on the original invoice.
This session is available on the Specific menu of the **Sales Invoices (tfacr1110s000)** session. You can maintain the data only after creating an invoice. This invoice is used as the original invoice for the recurring invoices procedure.
A recurring invoice is created for each defined due date in the **New Due Date** field.
All recurring invoices are created in the **Generate Recurring Sales Invoices (tfacr1202m000)** session based on the information available in this session.
If the **Recurring Invoice Created** check box is selected, the recurring invoice is created, and the details of the recurring invoice's status are displayed.

Related topics

- To maintain records in an overview/maintain session

Field	Description
Fiscal Year	The fiscal year of the original document. **Note** If this information belongs to the original invoice, you cannot access this field. The only fields available in this session refer to the recurring invoices, for example, the New Fiscal Year field.
Transaction Type	The Transaction Type code of the original document. **Note** If this information belongs to the original invoice, you cannot access this field. The only fields available in this session refer to the recurring invoices, for example, the New Fiscal Year field.
Document Number	The document number of the original document. **Note** If this information belongs to the original invoice, you cannot access this field. The only fields available in this session refer to the recurring invoices, for example, the New Fiscal Year field.
Business Partner	The invoice-to business partner of the original invoice. **Note** If this information belongs to the original invoice, you cannot access this field. The only fields available in this session refer to the recurring invoices, for example, the New Fiscal Year field.
New Document Date	The date on which the invoice is recurred.
New Due Date	The recurring invoice is created according to this due date. **Related topics** • Due date calculation
New Fiscal Period	The fiscal year in which the recurring invoice must be included. **Default value** The current year.

New Fiscal Period	The separator between the year and the period.
New Fiscal Period	The fiscal period for which the recurring invoice is generated.
New Tax Period	The new year of the tax period for the recurring invoice transactions. **Default value** The current year.
New Tax Period	The tax period for which the recurring invoice is generated.
New Reporting Period	The reporting period in which the recurring invoice is generated. **Default value** The current period.
New Reporting Period	The reporting period for which the recurring invoice is generated.
Currency Code	• currency
Rate Determ.	Define the rate determination for conversion to home currency. The rate of conversion to home currency is based on the document date, or is manually entered. Document date Rate is based on the document date, for example, the current date, unless the user has changed the document date. The rate cannot be manually adjusted. Manually entered Rate is defaulted based on the document date, for example, the current date, unless the user has changed the document date. The rate can be adjusted manually.
Based on Date	The currency rate is determined based on: • Recurring invoice date • Original document date
Currency Rate	The rate used to convert the invoice amount into local currency amount and the home currency amount. The conversion rate is based on the rate determinator.
In	The currency code related to the Rate field.
Rate Factor	The rate factor
Recurring Invoice Created	If this check box is selected, the **Generate Recurring Sales Invoices (tfacr1202m000)** session has been processed and recurring invoices have already been created for the original invoice. **Note** You cannot select this field, because invoices are generated in the **Generate Recurring Sales Invoices (tfacr1202m000)** session.
Date of Creation	The date on which the recurring invoice is created. **Note** You can update this field in the **Generate Recurring Sales Invoices (tfacr1202m000)** session. The field displays the date after you start the **Generate Recurring Sales Invoices (tfacr1202m000)** session.
Created in Year	The year in which the recurring invoice is created. **Note** You can update this field in the **Generate Recurring Sales Invoices (tfacr1202m000)** session. After the **Generate**

	Recurring Sales Invoices (tfacr1202m000) session is carried out, this field is filled.
Created in Batch	The batch used by the recurring invoice. **Note** You can update this field in the **Generate Recurring Sales Invoices (tfacr1202m000)** session. After the **Generate Recurring Sales Invoices (tfacr1202m000)** session is carried out, this field is filled. **No Help available.**
Created in Transaction Type	The Transaction Type code used by the recurring invoice. **Note** You can update this field in the **Generate Recurring Sales Invoices (tfacr1202m000)** session. After the **Generate Recurring Sales Invoices (tfacr1202m000)** session is carried out, this field is filled. **No Help available.**
Created in Document Number	The document number used by the recurring invoice. **Note** You can update this field in the **Generate Recurring Sales Invoices (tfacr1202m000)** session. After the **Generate Recurring Sales Invoices (tfacr1202m000)** session is carried out, this field is filled.
Dimensions	The dimension **Related topics** • To use dimensions

Sales Invoices (tfacr1110s000)

Use this session to enter the header of a sales invoice or a credit note.
The sales invoice or credit note is automatically part of the batch in which it was created in the **Transactions (tfgld1101m000)** session.
Sales invoices are usually generated in logistic modules outside **Financials**. In this session, however, you can manually enter sales invoices when necessary. SSA ERP registers the invoices you enter in this session as open entries in the **Accounts Receivable** module, but no sales invoices are printed. Use the **Sales Invoicing** module to manually enter sales invoices which you can print.
After you have entered the invoice-to business partner in the **Business Partner** field, SSA ERP uses the data entered for this business partner to enter default values in several other relevant fields in this session.

Credit notes

If you are entering a credit note, you can link it to an invoice using the **Original Invoice** field on the Miscellaneous tab. Do not use this field, however, if you want to link the credit note to more than one invoice. Instead, use the **Business Partner - Credit Notes (tfacr2120m000)** session and the **Assign Credit Notes to Invoices (tfacr2121m000)** session.

Related topics

- Financial business partner groups
- Currency differences
- To determine default amounts
- To book credit notes
- Problem invoices
- Tax calculation

Field	Description
Document	The transaction type, part of the invoice identification. You have entered this transaction type in the **Transactions (tfgld1101m000)** session. identification.
Document	The document number, part of the invoice identification.
Business Partner	The invoice-to business partner to whom the sales invoice or credit note is sent.
Sales Type	The default sales type. The non-finalized transactions are posted to the control account and dimensions linked to this sales type in the **Control Accounts by Business Parter Group (tfacr0515m000)** session. If you wish, you can select a different sales type for the sales invoice. If recurring sales invoices are generated,SSA ERP uses the sales type of the original sales invoice. The non-finalized transactions of the recurring sales invoice are posted to the control account linked to this sales type. **Related topics** • Control accounts
Original Pay-by BP	The pay-by business partner that is linked to the invoice-to business partner of the order or invoice. If invoices of this company are factored, this field must be filled. This information is useful if factoring is done with recourse. **Related topics** • Factoring
Pay By Bus. Partner	The pay-by business partner who will pay the invoice. **Allowed values** You can select a pay-by business partner who belongs to the same parent-child structure, as the invoice-to business partner you entered in the **Business Partner** field. If you factored the invoice, you can select a factor that you linked to the original pay-by business partner in the **Pay-by Business Partners By Factor (tfacr0116m000)** session. **Related topics** • Business partners • Factoring
Document Date	The invoice's date of creation. This date is used, for example, to calculate due dates and discounts. **Default value** By default, SSA ERP enters the current date. **Related topics** • Due date calculation
Currency	The invoice currency **Default value** The currency code entered for the selected business partner in the **Common Data** module. You can enter another currency.
Rate Determination	The way the exchange rate is determined to calculate the amount in the invoice currency and the home currencies. **Allowed values**

	In **Financials**, only the following values are valid: • **Fixed Local** • **Fixed Hard** • **Fixed Local and Hard** • **Document Date** • **Expected Cash Date** **Default value** The **Document Date**. **Related topics** • Currency details • Overview of currencies
Rate	The currency exchange rate **Default value** SSA ERP calculates the exchange rate based on the value in the Rate Determination field. Depending on the currency system, you may or may not be able to change this value. **Related topics** • Currency details
Amount	The total invoice amount expressed in the invoice currency.
Due Date	The date on which the invoice amount is paid. **Default value** SSA ERP calculates the due date according to: • The document date (date of creation). • The terms of payment defined for the selected business partner. **Related topics** • Due date calculation
Amount in HC	The home currency. Choose the **View Other Currencies** (Ctrl+R) command to change currencies.
Amount in HC	The invoice amount calculated in one of your home currencies.
Level of Tax Calc.	The tax calculation level selected in the Level of Tax Calculation field in the **ACR Parameters (tfacr0100s000)** session. **Default value** The tax calculation level selected in the Level of Tax Calculation field in the **ACR Parameters (tfacr0100s000)** session.
Tax Country/Code	The country in which tax is paid on the invoice. **Default value** By default, SSA ERP enters the tax country defined for the invoice-to business partner you selected. **Note** The country code is important, as it enables you to use the tax calculation related to a particular country for a company situated in another country.
Tax Country/Code	If you select the **Invoice Header** option in the Level of Tax Calc. field, you can select the tax code for calculating tax on the

	invoice. **Default value** By default, SSA ERP enters the tax code defined for the invoice-to business partner selected. The tax code is used to calculate the tax amount over all lines present for the invoice.
Tax Per.	The year of the tax period in which the tax on the invoice amount is settled.
Tax Per.	The separator between the year and the period.
Tax Per.	The tax period in which the tax on the invoice amount is settled and posted. **Default value** The tax period defined in the **Transactions (tfgld1101m000)** session. If required you can enter another open period.
Tax Amount	If you have selected the **Invoice Header** option in the Level of Tax Calc. field, SSA ERP enters the amount of tax to be paid over the invoice amount. SSA ERP calculates the tax amount using the tax code entered. You can manually modify this amount if the tax code is of Singular type, or on the Specific menu, click the Tax Codes by Lines option to modify the amount.
Text	If this check box is selected, text is present.
Amount in HC	The tax amount calculated in one of your home currencies.
Terms of Payment	The terms of payment for the invoice. **Default value** The terms of payment of the invoice-to business partner related to this invoice. You can overwrite this default value. **Related topics** • Due date calculation
Late Payment Surcharge	The late payment surcharge. **Default value** The late payment surcharge of the invoice-to business partner related to this invoice. You can overwrite the default value to link a specific surcharge percentage to this invoice. If the invoice amount is received within the specified number of days, a surcharge is deducted from the invoice amount.
Receipt Method	The payment method **Default value** The payment method of the invoice-to business partner related to this invoice. **Related topics** • Payment Methods
Problem Code	You can assign a problem code to each invoice a customer has complained about, for example, about the invoice amount or the goods received. If a problem code is assigned to an invoice, the problem code decides whether: • Reminder letters are still being sent. • The invoice can still be included in the direct debit

	selection.
Problem Date	The date when the invoice is recorded as a problem code invoice; that is, when a problem code is linked to it.
Problem Reference	Link a reference to the problem code. The problem reference indicates which person or department is responsible for handling a certain problem with an invoice. **Default value** The reference linked to the problem code in the **Problem/Reason (tfacr0120m000)** session.
Dimensions	No Help topic is associated with this item. **Related topics** • To use dimensions
Original Invoice	If the invoice is a credit note, you can link it to *one* invoice with this field. Select the transaction type of the original invoice to which you want to link the credit note. **Note** To link a credit note to more than one invoice, use the **Business Partner - Credit Notes (tfacr2120m000)** session and the **Assign Credit Notes to Invoices (tfacr2121m000)** session.
Original Invoice	If the invoice is a credit note, you can link it to *one* invoice with this field. Select the document number of the original invoice to which you want to link the credit note. **Note** To link a credit note to more than one invoice, use the **Business Partner - Credit Notes (tfacr2120m000)** session and the **Assign Credit Notes to Invoices (tfacr2121m000)** session.
Reference	The reference.
Representative	The business partner's employee responsible for the invoice.
Postal Address	The address to which the invoice must be sent.
Bus. Partner/Bank Code	The pay-by business partner's bank.
Command	**Description**
Lines	If you choose this command, the **Purchase Invoice Transactions (tfacp1120s000)** session or **Sales Invoice Transactions (tfacr1111s000)** session is started, in which you can enter ledger accounts and the cost/revenue amounts which must be posted to these ledger accounts.
Tax Codes By Line	If you choose this command, the **Tax Codes by Line (tfgld1109s000)** session is started, in which you can change the tax amounts for nonsingular tax rates outside the EU.

Sales Invoice Transactions (tfacr1111s000)

Use this session to enter transaction lines for a sales invoice.
This session enables you to analyse the invoice amount, and to post the transaction amounts for one sales invoice to several ledger accounts.
You must specify the ledger account to which the transaction amount must be posted.

When entering the transaction amount, the **Remaining Amount** field helps you decide the amount to be entered.

Related topics

- To post sales/purchase transactions
- To use From and To fields

Field	Description
Document/Line	The transaction type, part of the invoice identification. identification.
Document/Line	The document number, part of the invoice identification.
Document/Line	The transaction line number. **Default value** By default, SSA ERP starts at line number one and increases this by one for every succeeding transaction line. for
Target Company	The company to which SSA ERP will post the transaction.
Ledger Account	The account to which the transaction is posted. **Allowed values** Select a ledger account: • With sublevel zero (0). • With the **Currency Base** field in the **Chart of Accounts (tfgld0108s000)** session set to **Both**. • Which is not used in any integration. • Which is not blocked.
Dimensions	One of the five dimension codes. **Allowed values** • Depending on the dimension settings (mandatory, optional, or not used), you can, you must, or you cannot enter this field. • You must select a dimension from a restricted range of dimensions for this ledger account. Refer to the **Dimension Ranges by Ledger Account (tfgld0509m000)** session. **Related topics** • Ledger account and dimension structure • To use dimensions
Tax Country/Code	The country to which tax is paid on this invoice. The tax country can be specifed if the Level of Tax Calc. field in the Sales Invoices (tfacr1110s000) session, is set to the Transaction Level option.
Tax Country/Code	If the **Level of Tax Calc.** field in the **Sales Invoices (tfacr1110s000)** session is set to **Transaction Line**, you can enter the tax code for calculating the tax amount for this transaction line. If the **Level of Tax Calc.** field in the **Sales Invoices (tfacr1110s000)** session is set to **Invoice Header**, SSA ERP

	uses the tax code entered in the **Sales Invoices (tfacr1110s000)** session.
Net Amount	The invoice currency for the transaction amount.
Net Amount	Enter the transaction amount. The **Remaining Amount** field shows the total invoice amount for which you have not yet entered transactions.
Net Amount	The debit/credit indicator defines if the ledger account must be debited or credited for the transaction amount.
Amount in HC	The home currency. Select the **View Other Currencies** command to change currencies.
Amount in HC	The transaction amount expressed in one of the home currencies.
Tax Amount	The tax amount for this transaction expressed in the invoice currency. **Default value** SSA ERP calculates the tax amount based on the tax code entered in this session or in the **Sales Invoices (tfacr1110s000)** session. The tax amount is posted to the account specified in the Posting Data for Singular Tax Codes (tfgld0571m000) session or the Posting Data for Multiple Tax Codes (tfgld0570m000) session, depending on the tax code type.
Tax Amount HC	The tax amount expressed in one of your home currencies.
Remaining Amount	The total invoice amount for which transactions must still be entered. After you have saved a transaction, SSA ERP calculates the remaining amount.
Remaining Amount	If the remaining amount has a debit balance, more than the total invoice amount is already assigned to transaction lines. If the remaining amount has a credit balance, this amount must still be assigned to transaction lines. Debit/credit **Related topics** • To post sales/purchase transactions •
Total Tax	The total tax amount to be paid over all the transactions of this invoice.
Total Tax	Indication whether the amount is a debit amount or credit amount.
Quantity 1	The number of items on the order, expressed in the unit defined for the selected ledger account in the **Unit 1** field in the **Chart of Accounts (tfgld0108s000)** session.
Quantity 1	unit
Quantity 2	The number of items on the order, expressed in the unit defined for the selected ledger account in the **Unit 2** field in the **Chart of Accounts (tfgld0108s000)** session.
Fiscal Period	The fiscal year in which the transaction is posted. **Default value** The fiscal period that is defined for the batch to which the sales invoice belongs, in the **Transactions (tfgld1101m000)** session. You can change the default value to enter an amount in a

	different period. An additional transaction is then generated.
Fiscal Period	Separator between the year and the period.
Fiscal Period	The fiscal period in which the transaction is posted. **Default value** The default fiscal period is defined in the batch to which the sales invoice belongs, in the **Transactions (tfgld1101m000)** session. You can change the default period to enter an amount in a different period. An additional transaction is then generated. An
Reporting Period	The year in which the transactions are to be reported. The reporting year corresponds to the fiscal year defined for the batch to which the sales invoice belongs. You can enter the year of the reporting period which covers the selected transaction line. invoice
Reporting Period	The period in which the transactions must be reported.
Trans. Reference	The reference for this transaction.

Command	**Description**
Tax Codes by Line	If you choose this command, the **Tax Codes by Line (tfgld1109s000)** session is started, in which you can change the tax amounts for nonsingular tax rates outside the EU.

Terms of Payment (tfacr1112s000)

Use this session to view the terms of payment for an invoice.
SSA ERP enters the values according to the terms of payment defined for:

- A particular invoice-to business partner.
- A particular invoice.

Related topics

- Due date calculation
- To determine default amounts

Field	**Description**
Document	The transaction type, part of the invoice identification. identification.
Document	The document number, part of the invoice identification.
Business Partner	• invoice-to business partner •
Late Payment Surcharge	late-payment surcharge **Default value** • The late payment surcharge code selected for the invoice-to business partner in the **Business Partners (tccom4500m000)** session. • The late payment surcharge code linked to the invoice. The surcharge date is calculated in this session. If the invoice is paid before this date, this amount can be deducted from the invoice amount.

Late Paym.Surch.Date	If the invoice is paid on or before this date, the late payment surcharge is deducted from the invoice amount.
Late Payment Surcharge	The extra amount to be paid if the invoice is paid after the late payment surcharge date. **Default value** The late payment surcharge amount calculated for the selected invoice, according to the percentage defined in the **Late Payment Surcharges (tcmcs0111m000)** session.
Terms of Payment	The terms of payment for this invoice. **Default value** • The terms of payment selected for the invoice-to business partner in the **Business Partners (tccom4500m000)** session. • The terms of payment selected specifically for this invoice.
Due Date	The date on which the invoice amount should have been paid. **Related topics** • Due date calculation
First Discount Date	The last date on which the discount, defined for the first discount period, is deducted from the invoice amount.
First Discount Amount	The amount that is deducted from the invoice if it is paid before the first discount date. SSA ERP calculates the amount based on the discount percentage and the invoice amount.
Second Discount Date	The last date on which the discount, defined for the second discount period, is deducted from the invoice amount. This discount percentage is entered in the **Period in Days** field of the **Terms of Payment (tcmcs0113s000)** session.
Second Discount Amount	The amount that is deducted from the invoice if it is paid before the second discount date. SSA ERP calculates the amount based on the discount percentage and the invoice amount.
Third Discount Date	The last date on which the discount, defined for the third discount period, is deducted from the invoice amount. This discount percentage is entered in the **Period in Days** field of the **Terms of Payment (tcmcs0113s000)** session.
Third Discount Amount	The amount that is deducted from the invoice if it is paid before the third discount date. SSA ERP calculates the amount based on the discount percentage and the invoice amount.

Sales Listing Data (tfacr1113s000)

Use this session to maintain sales listing data.
If you click Save, the data is entered in the Sales Listing (tccom7570m000) session.

Field	Description
Document	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.

Tax Number	The invoice-to business partner's tax number. The tax number is used when you ship goods from one EU member state to another. With this number, SSA ERP determines the total value of the goods sold to the business partner.
Goods Value	The amount equal to the value of the goods. The amount is specified in the sales listing. If you and the business partner's company are one of the EU countries, you must link the goods value to the tax number. Then you need not pay tax for the goods delivered.
Subcontracting	If this check box is selected, the transaction concerns subcontracting. The customer (invoice-to business partner) whose tax number you enter, is a supplier (invoice-from business partner). This implies that the goods are received, processed, and returned.
Command	**Description**
Delete	If you choose this command, the exception errors are deleted for the selected range.

Generate Recurring Sales Invoices (tfacr1202m000)

Use this session to generate recurring invoices.
The recurring invoice details are maintained in the Recurring Sales Invoices (tfacr1107s000) session.
The From and To fields define the range of the following variables:

- The fiscal year of the original invoice generation.
- The transaction type code.
- The document number of the original invoice.
- The invoice-to business partner.
- The new due date for the recurring invoice.
- The new fiscal year and period for the recurring invoice.
- The new reporting year and period for the recurring invoice.
- The new tax year and period for the recurring invoice.

Related topics

- GL000399
- To print a document or a report

Field	Description
Fiscal Year	The fiscal year used by the original invoice generation. **Related topics** • To use From and To fields
Business Partner	Select the invoices from the Invoice-from Business Partners (tccom4522m000) session. **Related topics** • To use From and To fields
Transaction Type	The transaction type code used by the original invoice generation. **Related topics**

	• To use From and To fields
Document Number	The document number from the original invoice. **Related topics** • To use From and To fields
New Fiscal Period	The new fiscal year and period for the recurring invoice created by the session. **Related topics** • To use From and To fields
New Reporting Period	The new reporting year and period for the recurring invoice created by the session. **Related topics** • To use From and To fields
New Tax Period	The new tax year and period for the recurring invoice created by the session. **Related topics** • To use From and To fields
With Batch Reference	The reference for the batch.
Command	**Description**
Create	If you choose this command, recurring invoices are created.

Print Recurring Sales Invoices (tfacr1407m000)

Use this session to print a report about the recurring invoices and the original invoices on which they are based.

The From and To fields define a range of:

- The fiscal year of the original invoice.
- The transaction type code of the original invoice.
- The document number of the orginal invoice.
- The invoice-from business partner of the original invoice.

Related topics

- GL000399
- To print a document or a report

Recurring Sales Invoice (tfacr1507m000)

Use this session to list the recurring invoices that are based on an orginal document. You can maintain or display the recurring invoice in the Recurring Sales Invoices (tfacr1107s000) details session.

Related topics

- To use an overview session

Field	Description
Business	• invoice-to business partner

Partner	
Transaction Type	The Transaction Type code of the original document.
Document Number	The document number of the original document.
Line Number	The line number for the invoice. **No Help available.**
New Due Date	The recurring invoice is generated based on the due date.
New Fiscal Year	The year in which the recurring invoice is generated.
Fiscal Period	The fiscal period in which the recurring invoice is generated.
New Rep. Period	The reporting period in which the recurring invoice is generated.
Tax Year	The new year of the tax period for the recurring invoice transactions. **Default value** The current year.
Tax Period	The tax period for which the recurring invoice is generated.
New Document Date	The date on which the invoice is recurred.

Recurring Sales Invoices (tfacr1514m000)

Use this session to list the recurring sales invoice instructions.
You can maintain the recurring sales invoice instructions in the Recurring Sales Invoices (tfacr1107s000) session.

Field	Description
Fiscal Year	The fiscal year to which the financial transactions are linked.
Transaction Type	The transaction type **Related topics** • To use transaction types
Document Number	The document number of the invoice. The combination of transaction type and document number is used to identify invoices. **Related topics** • To process purchase invoices • Unrealized currency differences
New Due Date	The new due date. The recurring invoice is created based on this due date. **Related topics** • Due date calculation
Sales Type	The sales type of the selected invoice.
Sales Type	The description or name of the code.
Business Partner	Select the invoices from the Invoice-from Business Partners (tccom4522m000) session.
Created	If this check box is selected, a recurring invoice is created.
New Fiscal Year	The fiscal year in which the financial transactions are repeated or reversed.

Fiscal Period	The fiscal period in which the financial transactions are repeated or reversed.
New Rep. Period	The reporting period in which the financial transactions are repeated or reversed.
Tax Year	The tax year for the recurring invoices.
Tax Period	The tax period in which the financial transactions are repeated or reversed.
Creation Date	The date on which the financial transactions are repeated or reversed.
Command	**Description**
Generate Recurring Transaction Instructions	Starts the **Generate Recurring Transaction Instructions (tfgld1221m000)** session.
Print Recurring Sales Invoices	Starts the **Sales Invoice Details (tfacr2525s000)** session, which you can use to view the details of the selected invoice.
Generate Recurring Sales Invoices	Starts the **Generate Recurring Sales Invoices (tfacr1202m000)** session.

Sales Invoices by Batch (tfacr1515m000)

Use this session to view all the sales invoices in a batch.
If you make corrections to an invoice, the correction transaction type and document number are also displayed.

Related topics

- To post sales/purchase transactions

Field	Description
Document No	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Document	The transaction type, part of the correction identification. If you enter a correction for the invoice, the correction transaction type is displayed here.
Document Number	The document number, part of the correction identification. If you enter a correction for the invoice, the correction document number is displayed here.
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Cur	The invoice currency
Amount	The total invoice amount.
Tax Amount	The total tax amount paid over the invoice amount.

Corrections by Invoice (tfacr1516m000)

Use this session to view the corrections entered for an invoice.

Note

If you have started this session by zooming, you can only find and select a record.

Related topics

- To use an overview session
- To maintain records in an overview/maintain session

Field	Description
Doc. Date	The date on which the invoice is created.
Document No	The transaction type, part of the correction identification.
Document Number	The document number, part of the correction identification.
Cur	The invoice currency, in which the correction amount is expressed.
Amount	The total correction amount expressed in the invoice currency.
Tax Amount	The total tax amount to be paid over the correction amount.

Sales Invoice Details (tfacr2100s000)

Use this session to view and maintain the details of the sales invoices listed in SSA ERP.
In this session, you can change some of the invoice details until the invoice is fully paid. You can make changes for non-finalized and finalized invoices.
You cannot modify the document date, the amount, the exchange rate, or the exchange rate determinator.
You can add or change a problem code.
On the Details tab, you can add, modify, or remove, for example:

- The payment method.
- The reminder letter number.

Related topics

- Problem invoices invoices
- Due date calculation calculation
- To determine default amounts default amounts

Field	Description
Document	The transaction type, part of the invoice identification. identification.
Document	The document number, part of the invoice identification.
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Business Partner	The invoice-to business partner. If you factored the invoice, you can select a factor that you linked to the original pay-by business partner in the **Pay-by Business Partners By Factor (tfacr0116m000)** session. **Related topics** • Factoring
Pay-by BP	The pay-by business partner

Currency/Rate	The invoice currency
Rate Determination	The way in which the currency exchange rate for calculating the amount in the invoice currency and the home currencies is determined. **Allowed values** In the **Accounts Receivable** module, only the following Currency Rate Determiner are used: • **Fixed Local** • **Fixed Hard** • **Fixed Local and Hard** • **Document Date** • **Expected Cash Date**
Currency/Rate	currency exchange rate By means of this exchange rate, you can convert amounts from a certain currency to your home currency. currency
Sales Type	The sales type of the sales order. **Related topics** • Control accounts
Amount	The total invoice amount expressed in the invoice currency.
Amount In	The home currency. Click the **View Other Currencies** command to change currencies.
Amount In	The total invoice amount expressed in one of the home currencies.
Balance	The total balance amount for this invoice, expressed in the invoice currency. the
Amount In	The total balance amount for this invoice, expressed in one of the home currencies. If the home currency is different from the invoice currency, the amount is calculated based on the currency exchange rate specified for the invoice. The calculation is performed in the Sales Invoicing (SLI) module or in the **Sales Invoices (tfacr1110s000)** session. one module or
Problem Code	The Problem/Reason Code. You can assign a problem code to the invoice in this session. **Related topics** • Problem invoices invoices
Problem Date	The date indicates when the invoice was recorded as a problem code invoice.
Problem Reference	The reference for the selected problem code.
Original Pay-by BP	The pay-by business partner that is linked to the invoice-to business partner of the order or invoice. If invoices of this company are factored, this field must be filled. This information is useful if factoring is done with recourse. **Related topics** • Factoring
Factor	If this check box is selected, the invoice is factored.

Assigned.	**Related topics** • Factoring
Document Date	The date on which the invoice was created. For example, this date is used for allowed terms of credit, due dates, and discounts.
Due Date	The due date **Default value** SSA ERP calculates the due date based on the document date and the terms of payment specified in the **Sales Invoices (tfacr1110s000)** session. You cannot modify this date. **Example** An invoice exists with an invoice amount of $1,000,000,000. The amount is not paid on time. According to the late payment surcharge, the business partner must now pay interest for this invoice. However, you agree with the business partner that they can pay this invoice at a later date without having to pay interest. You can then change the due date for the invoice in this session. **Related topics** • Due date calculation calculation
Payment/Receipt Method	The payment/receipt method to pay invoices. You can enter or change a receipt method in this field. **Related topics** • Payment Methods Methods
Bus. Partner/Bank Code	The pay-by business partner's bank.
Original Invoice	If it concerns a credit note, you can view or enter the transaction type of the original invoice to which the credit note belongs.
Original Invoice	If it concerns a credit note, you can enter the document number of the original invoice to which the credit note belongs.
Reference	The invoice reference, a short text used as reference for the invoice.
Representative	The employee responsible for the sales invoice.
Postal Address	The address to which the invoice is sent.
Letter Number	The number of the next reminder letter. **Default value** SSA ERP increases the reminder letter number by one.
Text	If this check box is selected, text is available.
Calculate Interest	If this check box is selected, and if the business partner's payment is overdue, an interest invoice must be sent for this document. You can generate and process interest invoices in the following sessions: • **Interest Invoice Parameters (tfacr5101s000)** • **Interest Percentages (tfacr5102m000)** • **Interest Invoice Advice Lines (tfacr5110m000)**

	• **Select Invoices for Interest Invoicing (tfacr5210m000)** • **Transfer Interest Invoices To SLI (tfacr5220m000)**

One-Time Business Partner Addresses (tfacr2102s000)

Use this session to maintain the address and bank data of one-time business partners.
Because you have placed an order with these business partners only once, they need not be included in the permanent business partner address list.
SSA ERP removes the address belonging to a one-time business partner from SSA ERP, when the invoice belonging to this business partner is deleted in the **Remove Fully-Paid Sales Invoices (tfacr2260m000)** session.

Related topics

- To use a details session
- Business partners

Field	Description
Document	The transaction type, the first part of the invoice number.
Document	The document number, part of the invoice identification.
Document	The line number of the document. You enter a value in the field only when the document is a receipt.
Address Code	The code of the one-time business partner's address. **Related topics** • Business partners
Bank Type	The type of bank the business partner uses. The options are: • Bank • Giro
SWIFT Code	The SWIFT code.
Address	The business partner's bank address. Sometimes a bank address is necessary to pay the invoice. **Related topics** • Business partners
IBAN	The International Bank Account number. An international standard to identify bank accounts in a cross border context. The identifiers define a bank account when executing payments or direct debits in a paper form or through a file.
Bank Account	You can enter a bank account number in the field if the **Bank Account required** check box in the **Payment/Receipt Method (tfcmg0140s000)** session is selected. SSA ERP checks the validity of the bank account number according to the check selected in the Check on Bank Account No. field of the **Countries (tcmcs0110s000)** session. **Related topics**

	• Business partners
Bank Identifier	It is an 11-digit, alphanumeric identifier of a bank. These identifiers help define a bank account when executing payments or direct dedits in a paper form or through a file. If IBAN is used for a specific payment report, you need a bank identifier to define the bank, other than the bank account number. Without the bank identifier, payments cannot be made in many countries (for example, Germany).

Sales Invoice Corrections (tfacr2110s000)

Use this session to maintain sales invoice corrections.
Sales invoice corrections must be made when you make modifications to an invoice after the batch is posted.
Enter the corrections in this session. The corrections are posted to the general ledger.

Example

The following example shows the posting of a sales invoice correction.
INV 93000001 amount 1200.00 is changed to 1300.00. In the open item file the following data is written:

```
                             Invoice Amnt      Open Amnt
INV     93000001                1200.00            1300.00
INV 93000001  correction  100.00
```

An extra line is now added to the invoice, which refers to the correction amount.

Related topics

- To post sales/purchase transactions

Field	Description
Document	The transaction type, part of the invoice identification. The transaction type and document number are used to select an existing sales invoice or credit note.
Document	The document number, part of the invoice identification. The document number is used in combination with a transaction type to select an existing sales invoice or credit note.
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Inv.-to BP	The invoice-to business partner who is currently registered as the receiver of this invoice.
Original Pay-by BP	If the sales invoice is factored, this is the pay-by business partner that is linked to the invoice-to business partner of the order. You cannot correct factored sales invoices or credit notes. **Related topics** • Factoring
Pay By Bus. Partner	The pay-by business partner that is related to the invoice-to business partner.

Pay By Bus. Partner	The description or name of the code.
Sales Type	The sales type of the sales order. **Related topics** • Control accounts
Amount	The invoice currency in which the total invoice amount and the total tax amount are expressed.
Amount	The old invoice amount expressed in the invoice currency. This invoice amount is defined for the selected invoice in the **Sales Invoices (tfacr1110s000)** session.
In	The home currency. From the Tools menu, choose Rotate Currency to switch home currencies.
In	The old invoice amount expressed in one of the home currencies. From the Tools menu, choose Rotate Currency to switch home currencies.
Tax Country/Code	The tax country linked to the selected invoice in the **Tax Country/Code** field in the **Sales Invoices (tfacr1110s000)** session. The tax country enables you to use the tax calculation related to a particular country for a company situated in another country.
Tax Country/Code	The tax code defined for the selected invoice in the **Sales Invoices (tfacr1110s000)** session. If this field is empty, no tax is calculated on the invoice, or the tax is calculated by transaction line. This is then specified in the **Level of Tax Calc.** field of the **Sales Invoices (tfacr1110s000)** session. **Related topics** • Overview of tax handling
Tax Amount	The old tax amount defined for the invoice in the **Sales Invoices (tfacr1110s000)** session, or in the Sales Invoicing (SLI) module.
In	The total old tax amount expressed in one of the home currencies.
Inv.-to BP	The code of the invoice-to business partner linked to the selected invoice. **Default value** The default value is the old invoice-to business partner code. You cannot modify the code if: • It is a credit note. • Extra lines are present in the open items for the selected invoice, such as adjustments, payments, and so on. In that case, the new business partner code always matches the old business partner code.
Pay By Bus. Partner	The new pay-by business partner to replace the old one.
Pay By Bus. Partner	#The description or name of the code.
Amount	The default invoice amount of the selected invoice. You can

	change the default amount. The difference amount, the old amount minus the new amount, must be posted. After changing the invoice data in this session, you must click **Save** to post the amount.
In	The modified invoice amount expressed in one of the home currencies. From the Tools menu, choose Rotate Currency to switch home currencies.
Tax Country/Code	Enter the tax country code that applies to the new invoice data. The combination with a tax code enables you to calculate a tax amount over the new, corrected invoice amount. **Related topics** • Overview of tax handling
Tax Country/Code	You can enter the new tax code that must replace the old tax code. By using this tax code, the tax amount over the corrected invoice amount is calculated. **Allowed values** This tax code must be linked to the selected tax country in the **Tax Codes by Country (tcmcs0536m000)** session. **Note** If the tax on this invoice is calculated on invoice header level, you can enter a tax code. The level is defined in the **Sales Invoices (tfacr1110s000)** session. **Related topics** • Overview of tax handling
Tax Amount	If you entered a tax country and tax code, you can enter a new tax amount in this field. **Default value** The default value in this field is the new tax amount that SSA ERP calculated using the selected tax code. You can modify this amount.
In	The new tax amount expressed in one of the home currencies.
Correction Document	The transaction type under which the correction is posted. SSA ERP enters the transaction type you selected in the **Transactions (tfgld1101m000)** session.
Correction Document	Enter the document number linked to the invoice. The invoice correction is posted to this number. **Default value** By default, SSA ERP enters the first free document number.

Business Partner - Credit Notes (tfacr2120m000)

Use this session to view the credit notes that exist for a particular invoice-to business partner.
You can assign several credit notes to one invoice using the **Assign Credit Notes to Invoices** command.
You cannot assign factored credit note to invoices, and you cannot assign credit notes to factored invoices.
In the **Sales Invoices (tfacr1110s000)** session, you can assign one created credit note to one invoice using the **Original Invoice** field.

Related topics

- To book credit notes

Field	Description
Business Partner	The invoice-to business partner for which the credit notes are displayed.
Sales Type	The sales type of the sales order. **Related topics** • Control accounts
Document No	The transaction type, part of the credit note identification.
Document	The document number, part of the credit note identification.
Document Date	The date on which the invoice was created.
Currency	The invoice currency, in which the credit note balance is expressed.
Credit Note Balance Amount	The credit note balance.
Credit Note Amount	The credit note amount.
Amount in HC	The amount in home currency.
Text	If this check box is selected, a reference text is present.
Applied to Invoice	The transaction type to which the credit note is attached.
Invoice	The document number of the invoice to which the credit note is attached.
Linked to Multiple invoices	If this check box is selected, the credit note can be assigned to more than one invoice.

Assign Credit Notes to Invoices (tfacr2121m000)

Use this session to match invoices with a credit note after you select a credit note in the **Business Partner - Credit Notes (tfacr2120m000)** session.
The invoices with the same business partner as the credit note are displayed. You cannot assign credit notes to factored invoices, therefore, facrtored invoices are not displayed.
For each invoice, you must enter the amount you want to link to the credit note.
Related topics

- To book credit notes

Field	Description
Document No	The transaction type, part of the credit note identification.
Document No	The document number, part of the credit note identification.
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Balance	The credit note's balance.
Invoice Amount	The invoice amount.
Business Partner	The business partner linked to this credit note.

Document No	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Sales Type	The sales type of the sales order. **Related topics** • Control accounts
Balance in HC	The balance amount in home currency.
Text	If this check box is selected, a text is present.
Document Date	The date on which the invoice is created.
Invoice Currency	The invoice currency
Balance in IC	The balance in invoice currency.
Amount Applied	The part of the invoice amount you want to link to the credit note.
Document Date	The date on which the invoice is generated.
Credit Note Amount	The invoice currency, in which the credit note balance is expressed.

Doubtful Sales Invoices (tfacr2140m000)

Use this session to maintain the status of sales invoices. You can change the status of an invoice to doubtful or not doubtful.
You can select or clear the **Doubtful** check box to indicate if an invoice is doubtful or not.
To change the status of all invoices for one business partner, use the options on the **Specific** menu.

Note

You can only mark an invoice as doubtful if:

- The invoice has no unposted transactions.
- The invoice has no anticipated receipts.

When you close this session, the amount of the new doubtful invoices listed here, is posted to a special ledger account for doubtful invoices. This ledger account is defined in the **Ledger Accounts by Business Parter Group (tfacr0111m000)** session. The doubtful amount is posted using the transaction type and document number displayed at the bottom of the screen.
The invoices whose status is changed from doubtful to non-doubtful are posted back to the control account defined for the invoice's business partner.

Note

On the balance sheet, the accounts receivable amount is split up into two different amounts:

- The doubtful accounts receivable amount.
- The non-doubtful accounts receivable amount.

Related topics

- To post sales/purchase transactions
- Ledger account and dimension structure

Field	**Description**
Business	The invoice-to business partner for which the doubtful invoices

Partner	are displayed.
Document No	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Sales Type	The sales type of the sales order. **Related topics** • Control accounts
Reference	The reference
Doc. Date	The date on which the invoice is created. This date is used for allowed terms of credit, due dates, and discounts.
Cur	The invoice currency
Balance	The invoice balance shows the open (unpaid) invoice amount.
Doubtful	If this check box is selected, the invoice is marked as a doubtful invoice. You can select or clear this check box to indicate if an invoice is doubtful or not. **Note** You can only mark an invoice as **doubtful** if: • The invoice has no unposted transactions. • The invoice has no anticipated receipts. • The invoice is not factored.
Document	The transaction type used to post the doubtful sales invoices to the ledger account for doubtful invoices. This ledger account is defined in the **Ledger Accounts by Business Parter Group (tfacr0111m000)** session. **Related topics** • To post sales/purchase transactions
Document	The document number that is used to post the doubtful sales invoices to the ledger account for doubtful invoices. This ledger account is defined in the **Ledger Accounts by Business Parter Group (tfacr0111m000)** session. **Related topics** • To post sales/purchase transactions

Write Off Payment Differences (tfacr2240m000)

Use this session to write off payment differences.
If an invoice is not paid completely, and the remaining amount is too negligible to keep the invoice amount open, you can write off the payment difference in this session. This is performed when the payment difference is less than, or equal to the maximum. The maximum is determined by the values entered in the **Max. Amount to be written off** field and the **Max. Percent to be Written off** field.
If a payment difference meets both conditions, the following entry is made in the general ledger:

Payment Difference

s
To Accounts Receivable

Click Simulate to view the results of writing off the payment differences before actually processing them.

Example

The invoice amount is 1000.00. You defined the following data: Maximum amount to be written off = 10.00. Maximum percentage to be written off = 5% The payment difference (open invoice) amount is 20.00. This amount is less than the maximum percentage, but not less than the maximum amount. Consequently, SSA ERP will not write off the difference.

Example

The gross invoice amount is 600.00. The tax is 20% of this amount. Only 588.00 of the total invoice amount is paid. The remaining amount is booked as follows:

Payment Differences	12.00
To Accounts Receivable	12.00

If the **Adjust Tax for Deductions** check box in the **CMG Parameters (tfcmg0100s000)** session is selected, the tax included in the remaining amount is also booked. Payment Differences 10.00 Tax 2.00 To Accounts Receivable 12.00

The gross invoice amount is 600.00. The tax is 20% of this amount. Only 588.00 of the total invoice amount is paid. The remaining amount is booked as follows: Payment Differences 12.00 To Accounts Receivable 12.00 If the **Adjust Tax for Deductions** check box in the **CMG Parameters (tfcmg0100s000)** session is selected, the tax included in the remaining amount is also booked.

Payment Differences	10.00
Tax	2.00
To Accounts	12.00

Rec eiva ble	

Related topics

- To post sales/purchase transactions

Field	Description
Select Specific Invoices	To select individual documents, select this check box and then click **Specific Invoices**. If you want to write off payment differences for a number of documents that are not in sequence, you can click **Specific Invoices** to start the **Write-off Payment /Currency Differences For Specific Invoices (tfacr2520m001)** session.
Invoice-to Business Partner	invoice-to business partner **Related topics** • To use From and To fields
Transaction Type	Transaction Type **Related topics** • To use From and To fields
Document	The document number, part of the invoice identification. **Related topics** • To use From and To fields
Invoice Period	The fiscal year to which the financial transactions are linked. **Related topics** • To use From and To fields
Invoice Period	The separator between the year and the period.
Invoice Period	The fiscal year to which the financial transactions are linked **Related topics** • To use From and To fields
Max. Amount to be written off	The maximum amount for each invoice to be written off as payment difference. If the open amount of an invoice is smaller than this amount, SSA ERP writes it off as payment difference. **Allowed values** • You must enter the amount in one of the home currencies. • The amount must be greater than zero. **Note** The open invoice amount must also meet the condition defined in the **Max. Percent to be Written off** field. Otherwise, SSA ERP will not write off anything. **Example** The invoice amount is 1,000.00. You have defined the following data: Maximum amount to be written off = 10.00 Maximum percentage to be written off = 5% The payment difference amount is 20.00. This amount is less than the maximum

	percentage, but not less than the maximum amount. Consequently, SSA ERP will not write off the difference. When a payment difference meets both conditions, the following entry is made: Payment Differences To Accounts Receivable
Max. Amount to be written off	The home currency. On the printed report, the maximum invoice amount to be written off as payment difference is expressed in this home currency. Click the **View Other Currencies** command to change currencies.
Max. Percent to be Written off	The maximum percentage over the total invoice amount which exceeds the open balance to be written off as payment difference. **Allowed values** This percentage must be greater than zero. **Note** The open invoice amount must also meet the condition entered in the **Max. Percent to be Written off** field. Otherwise, SSA ERP will not write off the amount as payment difference.
Document	SSA ERP posts the payment differences selected during this run in the transaction type displayed. This transaction type is defined in the **Transaction Type for Pmt Dif.** field of the **ACR Parameters (tfacr0100s000)** session.
Document	Enter the document number under which the writing off of the payment differences (and possibly the tax amounts over these differences) is registered. The same document number is used for all transactions in the same run.
Print Details	If this check box is selected, a report is printed with detailed data of the payment differences that are written off.
Document Date	The document date. The date when the transaction which results from writing off payment differences is created.
Fiscal Period	The year of the financial period in which the payment difference transaction are posted.
Fiscal Period	The financial period in which the payment difference transactions are posted.
Tax Period	The year of the tax period in which the payment difference transactions are posted.
Tax Period	The tax period in which the payment difference transactions are posted.
Reporting Period	The reporting year in which the payment difference transactions must be posted. **Related topics** • To use periods
Reporting Period	The reporting period in which the payment difference transactions are posted. **Related topics** • To use periods
Batch Number	A batch is compiled from a group of transactions, all of which occur in the same period.
Command	**Description**

Write Off	Posts the payment differences for the selected documents.
Write Off	Prints a report of the payment differences without posting the payment differences.
OK	Prints a report of the reasons why specific documents were not selected to write off the payment differences.
Simulate Write Off Payment Differences	Starts the **Write-off Payment /Currency Differences For Specific Invoices (tfacr2520m001)** session, which you can use to select individual documents that are not in sequence.

Recalculate Invoice-to Business Partner Balances (tfacr2245m000)

Use this session to help recalculate business partner balances for the range of Invoice-to Business Partner specified.
The session also prints a report of invoice balance, anticipated balance per Invoice-to Business Partner for the finance company specified.
When you merge data of more than one company you must recalculate invoice balance on open entries of the current company and the merged company.

Field	**Description**
From	Select the business partner
To	Select the business partner
Financial Company	The finance company in which the business partner balance has to be rebuilt.
Financial Company	Select the company

Write Off Currency Differences (tfacr2250m000)

Use this session to write off currency differences for outstanding invoices expressed in another currency.
The currency difference transaction is posted to the ledger account defined in the **Ledger Accounts by Business Parter Group (tfacr0111m000)** session for the following types of transaction:

- Unrealized Currency Profit.
- Unrealized Currency Loss.

Example

The invoice amount is expressed in DEM (German marks), the home currency is NLG (Dutch guilders), the customer's currency is CHF (Swiss francs).

```
Sales invoice amount              DEM 1000.00
Exchange rate = 1.15                           NLG 1150.00
Received 500 CHF
Exchange rate = 1.25                           NLG  625.00
Which settles DEM 550 of the invoice                   DEM  550.00 -



The outstanding amount is now     DEM  450.00  NLG  517.50


The exchange rate for DEM changes to 1.20, for example, a currency
difference of
450 x (1.20 - 1.15)                            NLG   22.50
```

```
The outstanding amount is now      DEM  450.00   NLG  540.00
                                   ===========   ===========
```

```
The following entry is created:
 Accounts Receivable                 22.50
 To Unrealized currency profits            22.50
```

The realized currency difference that results from the invoice amount being expressed in a currency other than that of the payment (NLG 7.50), is processed in the **Bank Transactions (tfcmg2100s000)** session. The currency difference produced by interim exchange rate fluctuations (= NLG 22.50), is posted in the **Write Off Currency Differences (tfacr2250m000)** session.
In this example, there is a currency profit. A currency profit is only posted if the **Write Off Currency Profits** check box is selected. Otherwise, only the currency losses are posted.
Currency losses are always posted as follows:

```
Unrealized Currency Losses .....
To Accounts Receivable                                .....
```

Note If the **Write-Off Cur. Diff for Anti. Receipts** check box in the **ACR Parameters (tfacr0100s000)** session is selected, invoices with anticipated receipts are considered for writing off currency differences.
Unrealized currency differences are reversed as soon as the invoice is actually paid.

Related topics

- Currency differences

Field	Description
Select Specific Invoices	To select individual documents, select this check box and then click **Specific Invoices**. If you want to write off payment differences for a number of documents that are not in sequence, you can click **Specific Invoices** to start the **Write-off Payment /Currency Differences For Specific Invoices (tfacr2520m001)** session.
Post Currency Differences	If this check box is selected,SSA ERP posts the calculated currency difference amount to the general ledger. If this check box is cleared,SSA ERP prints the calculated difference amount without posting the transaction.
Invoice-to Business Partner	Select the business partner **Related topics** • To use From and To fields
Transaction Type	Select the Transaction Type **Related topics** • To use From and To fields
Document	The document number, part of the invoice identification. **Related topics** • To use From and To fields

Invoice Period	The fiscal year to which the financial transactions are linked. **Related topics** • To use From and To fields
Rate Date	The date on which the currency exchange rate is based.
Document Date	The document date. The date on which you create the transaction to post the currency differences. **Allowed values** This date must be within the financial period you selected in the Fiscal Period field.
Fiscal Period	The year of the financial period in which the currency difference transaction is posted.
Fiscal Period	The financial period in which currency difference transactions are posted.
Tax Period	The year of the tax period in which the currency difference entries concerning tax amounts are made.
Tax Period	The tax period in which the entries concerning tax amounts over currency differences are made.
Reporting Period	The reporting year in which the currency difference transactions are posted. **Related topics** • To use periods
Reporting Period	The reporting period in which the currency difference transactions are posted. **Related topics** • To use periods
Document	The transaction type that SSA ERP uses to post the currency differences selected during this run. The transaction type is part of the identification of the currency difference transaction. This transaction type was defined in the **Transaction Type for Curr. Diff.** field of the **ACR Parameters (tfacr0100s000)** session. **Related topics** • To post sales/purchase transactions
Document	The document number for which the currency differences (and the corresponding tax amounts) are written off. The same document number is used for all differences in the same run. After each finalization run, the SSA ERP automatically increases the number by one.
Print Details	If this check box is selected,SSA ERP prints a report with details of the currency differences that are written off.
Batch Number	A batch is compiled from a group of transactions, all of which occur within the same period.
Command	**Description**
Write Off	Starts the **Write-off Payment /Currency Differences For Specific Invoices (tfacr2520m001)** session, which you can use to select individual documents that are not in sequence.

Remove Fully-Paid Sales Invoices (tfacr2260m000)

Use this session to remove fully paid invoices from the open item file.
SSA ERP deletes the invoices that have a zero balance, including all corresponding documents, such as payments, corrections, and so on. Address data of one-time customers and receipt schedules are also deleted.
A high number of invoice data in the open items file can slow down SSA ERP's performance. Therefore, you must regularly delete redundant data, for example, the fully paid invoices.
Before deleting the paid invoices, you must copy the data to an archive company defined in the **Company Parameters (tfgld0103s000)** session.
If you remove the fully paid invoices, the factored invoices are also removed from the Factored Invoices (tfacr210) table.

Note

An invoice can only be deleted if:

- The statistics are updated in the Update Pay-by Business Partner Statistics (tfcmg3200m000) session.
- The invoice, corrections, and credit notes are finalized.

Related topics

- Archiving finalized transactions

Field	**Description**
Invoice-to Business Partner	Select the business partner **Related topics** • To use From and To fields
Transaction Type	Select the Transaction Type **Related topics** • To use From and To fields
Document	Select the document number, part of the invoice identification. **Related topics** • To use From and To fields
Invoice Period	The fiscal year to which the financial transactions are linked. **Related topics** • To use From and To fields
Invoice Period	The separator between the year and the period.
Payment in Period	The fiscal year to which the financial transactions are linked. **Related topics** • To use From and To fields
History Company	The number of the archive company in which the history data is stored. This number is defined in the **Company Parameters (tfgld0103s000)** session.
Business Partner	The business partner for which SSA ERP currently removes the invoices. currently
Transaction Type	The transaction type for which SSA ERP currently removes the invoices.

Document	The document for which SSA ERP currently removes the invoices.
Print Removed Invoices	If this check box is selected, the removed invoice data is printed in a report.
Copy to History	If this check box is selected, the removed sales invoice data is stored in the archive company. **Default value** If a company number for archiving is defined in the **Company Parameters (tfgld0103s000)** session, SSA ERP selects this check box.
Delete Cash Journals	If this check box is selected,SSA ERP removes the cash journals. The cash journals include the standing orders, the journals, and the stand alone payments.
Archive General Data	To archive the general data, select this check box. The general data includes master data such as business partners, addresses, and transaction types.

Print Invoice-to Business Partner Aging Summary (tfacr2411m000)

Use this session to print the aging analysis summary of one or more invoice-to business partners for the specified aging analysis code.
The selection of the invoices can be based on Document Date or the Due Date of the invoice.
You can include anticipated receipts in the aging summary if you select the Anticipated Receipts check box.

Field	Description
Financial Company	company **Related topics** • To use From and To fields
Aging Analysis Code	The aging analysis code to print the aging summary.
Based on	The date on which aging analysis is based. The options are: • Document Date • Due Date Based on Invoice Date / Due Date
Fully Paid Invoices	If this check box is selected, the anticipated receipts are included in the aging summary.
Home Currency	• home currency
As on Date/Month	The date from which the aging summary is printed.
As on Date/Month	The year of the financial period starting from which the aging summary is printed.
As on Date/Month	The separator between the year and the period.
As on Date/Month	The financial period starting from which the aging summary is printed.
Dimension type	If this check box is selected, you must specify the dimension

1	range.
Dimension Type 2	If this check box is selected, you must specify the dimension range.
Dimension Type 3	If this check box is selected, you must specify the dimension range.
Dimension Type 4	If this check box is selected, you must specify the dimension range.
Dimension Type 5	If this check box is selected, you must specify the dimension range.
Selection By	The basis on which the invoices are selected for the report. The options are: • Document Date • Fiscal Period Based on
Non Due Documents	To include invoices of which the due date is later than the **Based on** date, select this check box.
Doubtful Invoices	To include doubtful invoices in the report, select this check box.
Fully Paid Invoices	To include fully paid invoices in the report, select this check box.
Print Amounts in Foreign Currency Also	To print the amounts in the transaction currencies as well as in the home currencies, select this check box. If this check box is cleared, the amounts are only printed in the home currency.
Last Invoice Date/Period	The invoices with a document date lesser than this date are selected.
Last Receipt Date/Period	All the invoices with a receipt date lesser than this date are selected.

Print Control Account Checklist (tfacr2415m000)

Use this session to print a checklist for one or more control accounts.
SSA ERP prints the finalized amount, non-finalized amount, closing balance, and invoice balance for the selected range of control account and business partner group.
Select the **Check Open Item History** check box to print the open entries of the history company.

Related topics

- Ledger account and dimension structure

Field	Description
Current Fiscal Year	The year of the current financial period.
Ledger Account	Select the ledger account **Related topics** • To use From and To fields
Financial Business	Your financial business partner group.

Partner Group	
Invoice-to Business Partner	Select your business partner.
As on Period	The year of the financial period.
Home Currency	The home currency. Click the **View Other Currencies** command to change currencies.
Differences Only	If this check box is selected,SSA ERP prints a list of invoices with the price difference.
Invoices	If this check box is selected, a detailed list of invoices is printed for each ledger account.
Check Open Item History	If this check box is selected,SSA ERP prints the open entries of the history company.
Include Trade Notes Control Accounts	If this check box is selected,SSA ERP includes the trade notes control accounts in the report. You can only select this check box if the **Trade Note to be implemented** check box is selected in the **CMG Parameters (tfcmg0100s000)** session.

Print Invoice-to Business Partner Transactions (tfacr2416m000)

Use this session to print the finalizedinvoice-to business partner transactions. Transactions of a specific company or all the companies under the group company can be printed.
To print the tranasactions of the group companies, you must select the All Companies of a Group check box in the second tab.
Opening balances of the following control accounts are printed:

- **Customer Control Account**
- **Advance Receipt**
- **Unallocated Receipt**
- **Anticipated Receipts**
- **Doubtful Invoices**

Related topics

- To post sales/purchase transactions

Field	Description
Year	Select the fiscal year to which the financial transactions are linked.
Invoice-to Business Partner	Select your invoice-to business partner. **Related topics** • To use From and To fields
Financial Business Partner Group	Your financial business partner group. **Related topics** • To use From and To fields
Batch Number	Select the batch number. **Related topics**

	• To use From and To fields
Transaction Type	Select the Transaction Type **Related topics** • To use From and To fields
Document	Select the document number.
Financial Company	Select the company **Related topics** • To use From and To fields
Home Currency	The home currency. Click the **View Other Currencies** command to change currencies. **Note** If you print the data for a range of companies, you can rotate currency only if the currency system of the group company to which your company belongs, is independent.
All Companies of Group	If this check box is selected,SSA ERP prints the information of all companies in the current group company in the report. If this check box is cleared, the transactions created only in the current company are printed.
Include Non-Finalized Transactions	If this check box is selected, non-finalized transactions are also printed.
All Accounts	If this check box is selected, all the accounts of the business partner are printed.
All Control Accounts	If this check box is selected, all the control accounts of the business partner are printed.
Control Account	If this check box is selected, the control account of the business partner is printed.
Advance Receipts	If this check box is selected, advance receipts of the business partner are printed.
Anticipated Receipts	If this check box is selected, the anticipated receipts of the business partner are printed.
Unallocated Receipts	If this check box is selected, unallocated receipts are printed.
Doubtful Invoices	If this check box is selected, doubtful invoices are printed.
Trade Notes	If this check box is selected, trade notes for the business partner are printed.

Print Invoice-to Business Partner Aging Analysis (tfacr2420m000)

Use this session to print an aging analysis for the invoice-to business partners in SSA ERP.
The aging analysis is printed for the period until the **As on Date/Month** field on the Options tab. This is the aging analysis date.
In the first tab, you must define your selection range.
In the second tab, you must:

- Set several options to control the way the aging analysis is carried out and printed.
- Define the period range.
- Specify the documents you want to include in the report. They can be doubtful invoices, fully paid invoices, or anticipated receipts.

You can print the transaction amount in the invoice currency if you select the Print Amount in Invoice Currency also check box.

Related topics

- To use From and To fields

Field	Description
Home Currency	The home currency. Click the **View Other Currencies** command to change currencies. **Note** If you print the data for a range of companies, you can rotate currency only if the currency system of the group company to which your company belongs, is independent.
Use Euro Instead of EMU Currencies	If this check box is selected,SSA ERP selects the euro as the transaction currency instead of the EMU. **Related topics** • Overview of currencies • Euro compliance
Aging Analysis Code	Select the aging analysis code. **Default value** The aging analysis code selected in the **ACR Parameters (tfacr0100s000)** session.
Fully Paid Invoices	If this check box is selected, the fully paid invoices are also printed.
Anticipated Reciepts	If this check box is selected, the anticipated receipts are included in the aging analysis.
From Receipt Procedure Step	Select the **Include Anticipated Receipts** check box, to indicate the receipt procedure for the aging analysis report. **Allowed values** You can only select one of the following procedure steps: • **Document Received** • **Document Accepted/Sent**
Based on	Select the date on which the aging analysis is based. The options are: • Document Date • Fiscal Period Based on Invoice Date / Due Date
Selection By	Select the invoices to be printed. The options are:

	• By Document Date. • By Fiscal Period.
Last Invoice Date/Period	You must specify the last invoice date for the aging analysis if you have selected the **Document Date** option in the **Selection By** field. The aging analysis is carried out until the specified date.
Last Invoice Date/Period	You must specify the last invoice financial year if you select the **Fiscal Period** option in the **Selection By** field. The aging analysis is carried out until the end of the year.
As on Date/Month	The separator between the year and the period.
Last Invoice Date/Period	You must specify the last invoice financial period if you select the **Fiscal Period** option in the **Selection By** field. The aging analysis is carried out until the end of the period.
Last Receipt Date/Period	You must specify the last invoice date for the aging analysis if you have selected the **Document Date** option in the **Selection By** field. The aging analysis is carried out, up to, and including, this date.
Last Receipt Date/Period	If you selected **Fiscal Period** in the **Selection By** field, you can now enter the last receipt of the financial year in this field. The aging analysis is performed until the end of the period in the year that you specify in the **Last Receipt Date/Period** field.
Last Receipt Date/Period	If you selected **Fiscal Period** in the **Selection By** field, you can now enter the last invoice financial period in this field. The aging analysis is carried out until the end of the period in the year you enter in the **Last Invoice Date/Period** field.
As on Date/Month	Enter the aging analysis date. This is the date on which the aging analysis is based.
As on Date/Month	The year of the financial period in which the aging analysis is carried out.
As on Date/Month	The financial period in which the aging analysis is carried out.
Dimension 1	If this check box is selected, you can specify the dimension range.
Dimension 2	If this check box is selected, you can specify the dimension range.
Dimension 3	If this check box is selected, you can specify the dimension range
Dimension 4	If this check box is selected, you can specify the dimension range.
Dimension 5	If this check box is selected, you can specify the dimension range.
Dimension Type	Select the dimension type
Doubtful Invoices	If this check box is selected,SSA ERP prints doubtful invoices also.
Print Link Documents Also	If this check box is selected,SSA ERP also prints any documents that are linked to the invoices.

Print Amounts in Foreign Currency Also	If this check box is selected,SSA ERP prints the amounts in invoice currency also.

Print Invoice-to Business Partner Open Entries (tfacr2421m000)

Use this session to print the open entries listed in SSA ERP by:

- Business Partner
- Company

On the Open Entries Dates tab, select **Document Date** in the **Based on** field to can enter the last invoice date and payment date.
On the Open Entries Dates tab, select **Fiscal Period** in the **Based on** field to enter the invoice year and invoice period and payment year/period.
Use this session to also print the purchase invoices. To do so, on the Purchase Entries tab, select the **Purchase Invoices** check box.

Related topics

- To invoice sales and warehouse order invoices
- To process purchase invoices
- To print a document or a report
- To use From and To fields

Field	**Description**
Use Euro Instead of EMU Currencies	If this check box is selected,SSA ERP uses the euro currency. **Related topics** • Overview of currencies • Euro compliance
Based on	Select the invoices to be printed based on: • Document Date • Due Date
Fully Paid Invoices	If this check box is selected, fully paid invoices are also printed.
Text	If this check box is selected, the text is also printed.
Anticipated Receipts	If this check box is selected, the anticipated receipts are also printed.
Print Parent/Child Relation	Select the level in the parent/child structures that you want to include in the report.
From Receipt Procedure Step	Select the **Include Anticipated Receipts** check box, to indicate the receipt procedure. **Note** In this field, you can select **Document Sent to BP**, **Document Accepted by BP** and **Document Sent to Bank**. Step Payment/Receipt Procedure
Purchase Invoices	If this check box is selected, the purchase invoices are also printed.

Invoices to be Printed	Select the invoices by their status.
From Receipt Procedure Step	Select the **Include Anticipated Receipts** check box, to indicate the receipt procedure. **Note** In this field you can select **Document Received**, or **Document Accepted/Sent**. Step Payment/Receipt Procedure
Dimension 1	If this check box is selected, you can specify the dimension range
Dimension 2	If this check box is selected, you can specify the dimension range
Dimension 3	If this check box is selected, you can specify the dimension range
Dimension 4	If this check box is selected, you can specify the dimension range
Dimension 5	If this check box is selected, you can specify the dimension range
Dimension Type	Select the dimension type.

Print Currency Analysis (tfacr2422m000)

Use this session to print an analysis report of the unrealized currency differences by:

- Currency
- Business Partner

The report shows the open invoices booked in a foreign currency with the equivalent in the home currency.
You can print only the open items of a particular period.
If the financial transactions have been posted to the ledger accounts for unrealized currency differences, the anticipated receipts are also included in the report.
SSA ERP prints all open items for the particular currency and the business partner for which currency differences are found.

Related topics

- Currency differences

Field	Description
Financial Business Partner Group	Your financial business partner group. **Related topics** • To use From and To fields
Business Partner	Select the business partner. **Related topics** • To use From and To fields
Invoice/Payment Period	The year in which the invoice is paid.
Invoice/Payme	The separator between the year and the period.

nt Period	
Invoice/Payment Period	The period in which the invoice is paid.
Home Currency	The home currency. Click the **View Other Currencies** command to change currencies. **Related topics** • Currency details • Overview of currencies
Use Euro Instead of EMU Currencies	If this check box is selected,SSA ERP selects the euro as the transaction currency instead of the EMU. **Related topics** • Euro compliance • Overview of currencies

Print Invoice-to Business Partner Balances (tfacr2424m000)

Use this session to print the balances for the invoice-from business partners listed in SSA ERP.
You can print the balances by business partner or by financial business partner group.
On the first tab, you must define your selection range.
On the second tab, you must:

- Define the period range.
- Select the Anticipated Receipts check box to include anticipated receipts in the calculation of the open amounts (balances).

Related topics

- Business partner balances
- Financial business partner groups

Field	Description
Financial Company	Select your company **Related topics** • To use From and To fields
Financial Business Partner Group	Select your financial business partner group. **Related topics** • To use From and To fields
Invoice-to Business Partner	Select the business partner **Related topics** • To use From and To fields
Transaction Type	Select the Transaction Type **Related topics**

	• To use From and To fields
Document	Select the document number, part of the invoice identification. **Related topics** • To use From and To fields
Home Currency	The home currency. Click the **View Other Currencies** command to change currencies. **Note** If you print the data for a range of companies, you can rotate currency only if the currency system of the group company to which your company belongs, is independent.
Include Anticipated Receipts	If this check box is selected, the anticipated receipts are included in the calculation of the open amounts (balances).
From Receipt Procedure Step	Select the **Include Anticipated Receipts** check box, to indicate the receipt procedure. Step Payment/Receipt Procedure
Based on	Select the invoices to be printed based on: • Document Date • Due Date Based on
Last Invoice Date	Select the date. The totals are printed up to, and including, this date. You must select the **Document Date** in the **Based on** field to select the last invoice date.
Last Invoice Period	Select the financial year. The totals are printed until the end of the period of the year you have selected. You must select **Fiscal Period** in the **Based on** field to select the financial year.
Last Invoice Period	The separator between the year and the period.
Last Invoice Period	If you have selected **Fiscal Period** in the Based On field, you can now enter the last invoice period for which the balance is printed.
Last Payment Date	Select the date. The totals are printed up to, and including, this date. You must select the **Document Date** in the **Based on** field to select the last invoice date.
Last Payment Period	Select the financial year. The totals are printed until the end of the period of the year you have selected. You must select **Fiscal Period** in the **Based on** field to select the financial year.
Last Payment Period	If you have selected **Fiscal Period** in the Based On field, you can now enter the last invoice period for which the balance is printed.
Dimension 1	If this check box is selected, you can specify the dimension.
Dimension 2	If this check box is selected, you can specify the dimension.
Dimension 3	If this check box is selected, you can specify the dimension.

Dimension 4	If this check box is selected, you can specify the dimension.
Dimension 5	If this check box is selected, you can specify the dimension.
Dimension Type	Select the dimension type.

Print Invoice-to Business Partner Open Entry Balance (tfacr2433m000)

Use this session to print the total balance of your business partners.
In the report, you can view:

- The total balance of each business partner.
- The total balance of all business partners.

The report does not display the invoices of the business partner. If you need to view the invoices of the business partner, start the Print Invoice-to Business Partner Balances (tfacr2424m000) session. You can view the balance of the parent business partner.

Related topics

- Financial business partner groups
- Business partner balances

Field	Description
Financial Business Partner Group	Your financial business partner group. **Related topics** • To use From and To fields
Invoice-to Business Partner	Select your business partner. **Related topics** • To use From and To fields
Search Key	The search key for the business partner. **Related topics** • To use From and To fields
Print Parent/Child Relation	Select the level of the parent/child structures; based on which balances of parent and child business partners are printed. The options are: • No Parent • Next Higher Level • Highest Parent Level Level of Parent Customer

Print Invoice-to Business Partner Open Entry Balance by Company (tfacr2434m000)

Use this session to print for the specified range:

- The business partner's total invoice amounts.
- The total outstanding amounts, grouped by company.

You can print the business partner balances by:

- Company
- Search Key

You must specify the period details.
You must select the Totals After Group check box to print the totals by the business partner groups.
Related topics

- Business partner balances

<table>
<tr><th>Field</th><th>Description</th></tr>
<tr><td>Financial Company</td><td>Select the company
Related topics
To use From and To fields</td></tr>
<tr><td>Financial Business Partner Group</td><td>Select your financial business partner group.
Related topics
To use From and To fields</td></tr>
<tr><td>Invoice-to Business Partner</td><td>Select the business partner
Related topics
To use From and To fields</td></tr>
<tr><td>Search Key</td><td>The search key for the business partner.
Related topics
To use From and To fields</td></tr>
<tr><td>Based on</td><td>Select the invoices to be printed based on:
Document Date
Due Date</td></tr>
<tr><td>Last Invoice Period</td><td>Select the financial year. The totals are printed until the end of the period of the year you have selected.
You must select Fiscal Period in the Based on field to select the financial year.</td></tr>
<tr><td>Last Invoice Period</td><td>The separator between the year and the period.</td></tr>
<tr><td>Last Invoice Period</td><td>If you selected Fiscal Period in the Based on field, you can now enter the financial period.
The totals are printed until the end of this period.</td></tr>
<tr><td>Last Invoice Date</td><td>Select the date. The totals are printed up to, and including, this date.
Default value
The current date.
You must select the Document Date in the Based on field to select the last invoice date.</td></tr>
<tr><td>Home Currency</td><td>The home currency. Click the View Other Currencies command to change currencies.
Note</td></tr>
</table>

	If you print the data for a range of companies, you can rotate currency only if the currency system of the group company to which your company belongs, is independent.
Totals After Group	If this check box is selected, the business partners are printed by financial business-partner group.

Print Business Partner - Cash Receipts (tfacr2438m000)

Use this session to print all the cash receipts for the business partners selected.

Print Credit Comparison (tfacr2470m000)

Use this session to compare the outstanding invoice amount of an invoice-to business partner with the credit limit agreed upon.
Use this report to determine if a business partner has exceeded the credit limit or if they can still place orders.
You must select the Print Only Invoice-to Business Partners Credit Limit check box to print the list of invoice-to business partners exceeding the credit limit. You must select the Print Only Invoice-to Business Partners Credit Limit = 0 check box to print the list of invoice-to business partners whose credit limit is = 0.
You must select the Totals After Group check box to print the totals by business partner groups.
You must select the Totals After Credit Analyst check box to print the totals by the credit analyst.

Related topics

- Credit control

Field	Description
Business Partner	Select your business partner. **Related topics** • To use From and To fields
Financial Bus. Part Group	Select your financial business partner group. **Related topics** • To use From and To fields
Credit Analyst	Select the credit analyst. **Related topics** • To use From and To fields
Prn.Only Inv-to BPs Exceeding Cr. Limit	If this check box is selected,SSA ERP prints the details of customers who have exceeded the agreed credit limit.
Prn. Inv-to BPs with Credit Limit = 0	If this check box is selected, details of invoice-to business partners whose credit limit is zero are also printed. **Note** If the Print only Invoice-to BPs exceeding Cr. limit check box is cleared, details of all invoice-to business partners are printed.
Totals After Group	If this check box is selected, the report is printed by the financial business-partner group.
Totals After Credit Analyst	If this check box is selected, the report is printed by the credit analyst.

One-Time Business Partner Addresses (tfacr2502m000)

Use this session to list addresses of one-time business partners.
Each one-time business partner is linked to one invoice.

Note

If you have started this session by zooming, you can only find or select a record.

Related topics

- Business partners

Field	Description
Document	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Line	The line number of the document. You enter a value in the field only when the document is a receipt.
Business Partner	The one-time business partner linked to the invoice.
Address Code	The address linked to the one-time business partner.

Business Partner - Open Entries (tfacr2510m000)

Use this session to list the sales invoice details for the selected business partner.
The session displays tax details, advance receipt details, invoice amount, and balance amount in the invoice currency.
The session indicates if an invoice is a doubtful invoice.

Field	Description
Amount	The total invoice amount expressed in the invoice currency.
Amount in HC	The invoice amount in the home currency.
Balance	The invoice balance shows the amount that is yet to be received. This amount is expressed in the invoice currency.
Doubtful Invoice	If this check box is selected, the invoice is a doubtful invoice.
Due Date	The due date **Related topics** • Due date calculation
Document Number	The document number, part of the invoice identification.
Problem Code	The problem code.
Document Number	The transaction type, part of the invoice identification.
Cur.	The invoice currency
Document Date	The date on which the invoice is created. The date is used for allowed terms of credit, due dates, and discounts.
Days Overdue	The number of days by which the invoice is overdue.
Tax Code	The tax code.
Tax Amount	The tax amount
Country	The country to which the business partner belongs.
Document Type	The document type identifies the type of invoice. SSA ERP chooses a document type based on the transaction type used to create the document.

	Related topics • To post sales/purchase transactions

Invoice-to Business Partner Aging Summary (tfacr2511m000)

Use this session to view the invoice-to business partner's aged outstanding balance totals.
The aging analysis code you select determines:

- The period type.
- The length of each aging period.
- The number of periods.

Click **Calculate** to update aging periods after changing the selection criteria for the display. SSA ERP calculates the total unpaid invoice amount for each period. To print a detailed report of the aging analysis, click **Print Details**.
Related topics

- To use periods
- To process purchase invoices
- Due date calculation

Field	**Description**
Inv.-to BP	Select the invoice-to business partner.
Inv.-to BP	#The description or name of the code.
Credit Analyst	The credit analyst
Financial Company From	Select the company **Related topics** • To use From and To fields
Aging Analysis Code	Select the aging analysis code. **Default value** The aging analysis code defined in the **ACR Parameters (tfacr0100s000)** session.
Doubtful Invoices	To include doubtful invoices in the report, select this check box.
Anticipated Reciepts	If this check box is selected, anticipated cash (anticipated payments) is also taken into account. **Related topics** • To process purchase invoices
As on Date/Month	The date from which the aging summary is printed.
As on Date/Month	The financial year starting from which the aging analysis is given.
As on Date/Month	The separator between the year and the period.
As on Date/Month	The financial period starting from which the aging summary is given.
Based on	The date on which the aging analysis is based.

	Based on Invoice Date / Due Date
Include Non Due Documents	To include invoices of which the due date is later than the **Based on** date, select this check box.
Type	The time unit in which the periods are defined.
Period Length	The period length, expressed in the unit that is displayed in the **Type** field.
Period Header	The text displayed or printed above the column containing the invoices belonging to this period.
Amount in	The total amount of the unpaid invoices in this period.
Length Period 2	The period length, expressed in the unit that is displayed in the **Type** field.
Column Header 2	The text displayed or printed above the column that contains the invoices that belong to this period.
Length Period 3	The period length, expressed in the unit that is displayed in the **Type** field.
Column Header 3	The text displayed or printed above the column that contains the invoices that belong to this period.
Length Period 4	The period length, expressed in the unit that is displayed in the **Type** field.
Column Header 4	The text displayed or printed above the column that contains the invoices that belong to this period.
Length Period 5	The period length, expressed in the unit that is displayed in the **Type** field.
Column Header 5	The text displayed or printed above the column that contains the invoices that belong to this period. that
Length Period 6	The period length, expressed in the unit that is displayed in the **Type** field.
Column Header 6	The text displayed or printed above the column that contains the invoices that belong to this period. that
Due Balance	The balance of the due invoices selected for the report. If you clear the **Include Non Due Documents** check box, this is the balance of the due invoices only. If you select the **Include Non Due Documents** check box, this is the same amount as the **Total Balance**.
Total Balance	The total balance of all the invoices, both due and not yet due.

Invoice-to Business Partner Open Entries (tfacr2520m000)

Use this session to list the sales invoices generated in the Sales Invoices (tfacr1110s000) session.
The displayed sales invoices originate from:

- The **Accounts Receivable** module.
- The **Cash Management** module.

The session displays invoice balance in home currency as well as invoice currency.

Note

If you have started this session by zooming, you can only find and select a record.

Related topics

- To invoice manual sales invoices

Field	Description
Balance In	The balance invoice amount in one of the home currencies.
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Sales Type	The sales type of the sales order. **Related topics** • Control accounts
Document	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Inv.-to BP	The invoice-to business partner
Doc. Date	The date on which the invoice is created. The date is used to calculate due date and discounts.
Due Date	The date on which the invoice amount must be paid.
Cur.	The invoice currency
Amount	The total invoice amount expressed in the invoice currency.
Balance Anti. IC	The balance amount, including the anticipated receipts.
Balance in IC	The balance amount in invoice currency.
Amount In	The total invoice amount expressed in one of the home currencies.
Document Type	The document type identifies the type of invoice. SSA ERP chooses a document type based on the transaction type used to create the document. **Related topics** • To post sales/purchase transactions
Command	**Description**
Invoice Amounts in Euro	Displays the invoice amounts in euros. You can use thid command if the transaction currency is an EMU currency.
Sales Invoice - Applied Receipts	Starts the **Sales Invoice - Applied Receipts (tfacr2523m000)** session, which you can use to view the receipts of the business partner's sales invoice.
Billing Request - Invoices	Starts the **Billing Request - Invoices (cisli2505m000)** session, which you can use to display the invoices created for a billing request.
Recurring Sales Invoice	Starts the **Recurring Sales Invoice (tfacr1507m000)** session, which you can use to display the recurring invoices.
Include Fully Paid Invoices	Displays the fully paid invoices as well as the partly paid invoices and the unpaid invoices.
Sales Listing Data	Starts the **Sales Listing Data (tfacr1113s000)** session, which you can use to maintain the sales listing data.
One-Time Business	Starts the **One-Time Business Partner Addresses (tfacr1102s000)** session, which you can use to enter the

Partner Addresses	address and the bank data for a one-time business partner.
Invoice Amounts in Euro	Displays only the partly paid invoices and the unpaid invoices.
Billing Request - Invoices	Starts the **Non-Finalized Transaction Lines (tfgld1508m000)** session or the **Finalized Transaction Lines (tfgld1509m000)** session, which you can use to view the transaction lines and the transaction details of the selected open entry.
Include Fully Paid Invoices	Starts the **Terms of Payment (tfacr1112s000)** session, which you can use to view the terms of payment for the business partner of the selected invoice.
Sales Listing Data	Starts the **Receipt Schedule (tfacr1103m000)** session, which you can use to view or maintain the receipt schedule linked to the selected invoice.
Invoice - Source Relation	Starts the **Invoice - Source Relation (cisli2505m200)** session, which you can use to view the details of the invoice lines of the selected invoice.
Corrections by Invoice	Starts the **Corrections by Invoice (tfacr1516m000)** session, which you can use to view the corrections entered for the selected invoice.
Factored Documents	If the pay-by business partner is a factor, this starts the **Factored Documents (tfacr2512m000)** session, which you can use to view the factored documents and the original pay-by business partners of the invoices.

Invoice-to Business Partners (tfacr2521m000)

Use this session to list the invoice-to business partners of the selected financial business partner group. You can display the sales invoice data of one business partner in the Invoice-to Business Partners (tfacr2521m000) details session.

Note

If you have started this session by zooming, you can only find or select a record.

Field	Description
Search Key	The search key related to the invoice-to business partner.
Contact Person	The name of the contact person.
Business Partner	The code for the invoice-to business partner.
Name	The description or name of the code.
Telephone No.	The telephone number of the contact person.

Sales Invoices (tfacr2522m000)

Use this session to list the sales invoices for an invoice-to business partner.

Related topics

- To invoice manual sales invoices

Field	Description
Invoice-to Business Partner	• invoice-to business partner

Invoice-from BP	This field indicates if the invoice-to business partner is also a invoice-from business partner.
Invoice Balance	The home currency in which the invoice balance is expressed.
Invoice Balance	The total invoice balance for this invoice-to business partner.
Order Balance	The total order balance for this invoice-to business partner.
Document No.	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Cur	The invoice currency
Reference	The reference
Doubtful	If this check box is selected, the invoice is marked as a doubtful invoice.
Doc. Date	The date on which the invoice is registered. This date is used for allowed terms of credit, due dates, and discounts.
Due Date	The due date **Related topics** • Due date calculation
Rec. Schl	If this check box is selected, a receipt schedule is present for this invoice.
Balance in IC	The invoice balance shows the unpaid amount for this invoice. It is expressed in one of the home currencies.
Amount In	The invoice amount in home currency.
Tax Amount In	The tax amount in one of the home currencies.
Line Number	The line number that identifies a transaction in a document.
Amount	The currency in which the amounts on the invoice are stated.
Amount	The total invoice amount.
Batch	The batch
Document	The transaction type, which is part of the invoice identification.
Document Number	The document number identifies an invoice in a particular transaction type.
Document Type	The document type identifies the type of invoice. SSA ERP chooses a document type based on the transaction type used to create the document. **Related topics** • To post sales/purchase transactions
Amount in IC	The invoice amount expressed in one of the home currencies.
Amount in IC	The total amount in invoice currency.

Sales Invoice - Applied Receipts (tfacr2523m000)

Use this session to view the receipts of the business partner's sales invoice.
The session displays the following details:

- Payment Document Number
- Receipt Document Number
- Receipt Date
- Type of Receipt
- Amount Received

- Receipt Currency
- Invoice Amount in Home Currency

Field	Description
Business Partner	The invoice-to business partner for which the receipts are displayed.
Document No	The transaction type of the invoice for which the receipts are displayed.
Document No	The document number of the invoice for which the receipts are displayed.
Document No	The line number of the document for which the receipts are displayed.
Invoice Amount	• invoice currency
Invoice Amount	The total invoice amount.
Open Balance	The balance for the invoice.
Document Date	The date on which the document is created.
Receipt Document No.	The transaction type, part of the receipt identification.
Document Number	The document number, part of the receipt identification.
Type of Payment	The document type identifies the type of invoice. SSA ERP chooses a document type based on the transaction type used to create the document. **Related topics** • To post sales/purchase transactions
Receipt Currency	The invoice currency
Amount Received	The payment amount that is received.
Amount in HC	The invoice amount in the home currency.
Receipt Date	The date on which the receipt is created. This date is used for allowed terms of credit, due dates, and discounts.
Text	If this check box is selected, a reference text is present.
Payment Document No.	The document number of the business partner.

Receipt Details (tfacr2524s000)

Use this session to view the details of a receipt that is listed for a sales invoice.

Field	Description
Document	The sales invoice's transaction type.
Document	The sales invoice's document number.
Document	The sales invoice's line number.
Receipt Document	The receipt document's transaction type.
Receipt Document	The receipt document's document number. number.
Receipt Document	The receipt document's line number.

Business Partner	• invoice-to business partner
Document Type	The document type identifies the type of invoice. SSA ERP chooses a document type based on the transaction type that was used to create the document. **Related topics** • To post sales/purchase transactions
Document Date	The date on which the invoice was created.
Bank Charges	• invoice currency
Receipt Curr.	The invoice currency of the receipt document.
Bank Charges HC	The home currency. Click the **View Other Currencies** command to change currencies.
Amount	The total sales invoice amount.
Amount	The total receipt document amount.
Amount	The amount expressed in a home currency.
Late Payment Surcharge	The total late-payment surcharge amount for the sales invoice. sales
Late Payment Surcharge	The total late-payment surcharge amount for the receipt document.
Late Payment Surcharge	The total late-payment surcharge amount expressed in a home currency. a
Discount Amount	The total discount amount for the sales invoice.
Discount Amount	The total discount amount for the receipt document.
Discount Amount	The total discount amount expressed in a home currency.
Payment Difference	The payment difference for the sales invoice.
Payment Difference	The payment difference for the receipt document.
Payment Difference	The payment difference expressed in a home currency.
Currency Difference	• currency differences
Reference	The invoice's reference: a short text that can be used as a feature of an invoice. as
Bank Charges	The amount charged by the bank for the receipt transaction.
Bank Charges HC	The amount charged by the bank for the receipt transaction, expressed in a home currency. home
Finalization Run	The journal number to which the batch and the transactions have been finalized.
Fiscal Period	The year of the financial period in which the transactions were posted to the general ledger. were
Fiscal Period	The financial period in which the transactions were posted to the general ledger.

Sales Invoice Details (tfacr2525s000)

Use this session to display sales invoice details such as:

- Invoice Amount
- Tax Details
- Discount Amount
- Balance Amount
- Payment Conditions
- Payment Details
- Invoice Batch Information
- Payment Batch Information

Related topics

- To post sales/purchase transactions

Field	Description
Document No.	The transaction type, part of the invoice identification.
Document No.	The document number, part of the invoice identification.
Document No.	The transaction type of the sales document.
Document No.	The line number that identifies the invoice transaction.
Invoice-to BP	invoice-to business partner
In	invoice currency
Rate	The home currency. From the Tools menu, choose Rotate Currency to switch home currencies.
Amount	The total invoice amount expressed in the invoice currency.
Amount	The total invoice amount expressed in home currency. From the Tools menu, choose Rotate Currency to switch home currencies.
Tax Amount	The total tax amount to be paid over the invoice.
Tax Amount	The total tax amount expressed in one of your home currencies. From the Tools menu, choose Rotate Currency to switch home currencies.
Late Payment Surcharge	The late-payment surcharge amount.
Late Payment Surcharge	The late-payment surcharge amount expressed in one of your home currencies. From the Tools menu, choose Rotate Currency to switch home currencies.
First Discount Amount	The discount amount that is given if the invoice is paid before the first discount date. The discount amount is determined by the discount percentage defined in the **Period in Days** the terms of payment for this invoice.
First Discount Amount	The first discount amount expressed in one of your home currencies. From the Tools menu, choose Rotate Currency to switch home currencies.
Balance Amount	The balance amount for the invoice that remains to be paid.
Balance Amount	The balance amount. This is the open invoice amount expressed in a home currency. From the Tools menu, choose Rotate Currency to switch home currencies.
Order	The number of the sales order related to this invoice.

Reference	The invoice reference.
Problem Date	This date indicates when an invoice was recorded as a problem code invoice.
Problem Code	The problem code assigned to the invoice.
Problem Reference	The problem reference is the person or department responsible for handling the problem.
Original Invoice	If it concerns a credit note, this field shows the transaction type of the original invoice for which the credit note was created. the created.
Original Invoice	If it concerns a credit note, this field shows the number of the invoice for which the credit note was created. This enables you to keep the original invoice and the corresponding credit note together. **Related topics** • To book credit notes
Rate Determination	The way in which the currency exchange rate for calculating the amounts in the invoice currency and the home currencies is determined. **Allowed values** In **Financials**, only the following values are valid: • **Fixed LocalFixed Local** • **Fixed HardFixed Hard** • **Fixed Local and Hard** • **Document Date** • **Expected Cash Date** **Related topics** • Currency details
Terms of Payment	terms of payment **Default value** The terms of payment code defined for the invoice-to business partner in the **Terms of Payment** field of the **Invoice-to Business Partners (tccom4112s000)** session. **Related topics** • Due date calculation
Receipt Method	Select the receipt method to pay invoices.
Sales Representative	The employee responsible for the sales invoice.
Bank Code for B.P.	The invoice-to business partner's bank.
First Discount Date	The first discount date indicates the last date on which a discount is given over the invoice amount. The date is determined by the terms of payment for the invoice. The discount is determined by the discount percentage defined in the **Period in Days**
Second Discount Date	The second discount date indicates the last date on which a discount is given over the invoice amount. The date is determined by the terms of payment for the invoice.

	The discount is determined by the discount percentage defined in the **Period in Days**
Third Discount Date	The third discount date indicates the last date on which a discount is given over the invoice amount. The date is determined by the terms of payment for the invoice. The discount is determined by the discount percentage defined in the **Period in Days**
Document Date	The date on which the invoice is created. This date is used for allowed terms of credit, due dates, and discounts. **Related topics** • Due date calculation calculation
Due Date	The due date **Related topics** • Due date calculation
Late Payment Date	The date before which the invoice-to business partner does not need to pay a surcharge. The date is determined by adding the number of days defined in the **Number of Days** field.
Level of Tax Calculation	The tax on the invoice can be calculated over the total invoice amount using one tax code, or separately over each transaction line. In that case you can use a different tax code for calculating tax on each line.
Country	The country to which tax on this invoice must be paid.
Tax Code	• tax code
Rate	The currency exchange rate that is used to convert amounts from the invoice currency to the displayed home currency.
Fiscal Period	The year of the financial period in which the invoice is posted to the general ledger.
Fiscal Period	The separator between the year and the period.
Fiscal Period	The financial period in which the invoice is posted to the general ledger.
Second Discount Amount	The discount amount that is given if the invoice is paid before the second discount date. The discount amount is determined by the discount percentage defined in the **Period in Days** the terms of payment for this invoice.
Third Discount Amount	The discount amount that is given if the invoice is paid before the third discount date. The discount amount is determined by the discount percentage defined in the **Period in Days** the terms of payment for this invoice.
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Sales Type	The sales type of the sales order. **Related topics** • Control accounts

Tax Period	The year of the tax period in which the tax on the invoice is posted.
Tax Period	The tax period in which the tax on the invoice is posted.

Corrections (tfacr2526s000)

Use this session to display the details of sales invoice correction documents. The details include:

- Number of the Correction Document
- Period Details
- Finalization Details
- Dimensions

Field	**Description**
Document	The transaction type, part of the invoice correction identification.
Document	The document number, part of the invoice correction identification.
Business Partner	• invoice-to business partner
Document Date	The date on which the invoice correction was created.
Amount In	• invoice currency
Amount In	The home currency. Click the **View Other Currencies** command to change currencies.
Amount	The invoice correction amount expressed in the invoice currency.
Amount	The invoice correction amount expressed in one of your home currencies.
Tax Amount	The total tax amount to be paid expressed in the invoice currency.
Tax Amount	The total tax amount to be paid expressed in one of your home currencies.
Fiscal Period	The year of the financial period in which the correction is posted to the general ledger.
Fiscal Period	The separator between the year and the period.
Fiscal Period	The financial period in which the correction is posted to the general ledger.
Tax Period	The year of the tax period in which the tax is calculated over the invoice, and the tax amount is posted to the general ledger.
Tax Period	The tax period in which the tax is calculated over the invoice, and the tax amount is posted to the general ledger.
Finalization Run No.	The journal number to which the batch and the transactions in it were finalized. in
Date of Finalization	The date on which the transactions in the batch were finalized.
Reference	• reference

Assignments on Advance/Unallocated Receipts (tfacr2530m000)

Use this session to display the invoices to which an advance receipt or an unallocated receipt is assigned.

Advance receipts and unallocated receipts are assigned to invoices in the Assign Unallocated/Advance Receipts to Invoices (tfcmg2105s000) session.

Field	Description
Payment Document	The transaction type, part of the receipt document identification. The advance or unallocated receipt document is assigned to the invoices listed in the session.
Payment Document	The document number, part of the receipt document identification. This advance or unallocated receipt document is assigned to the following list of invoices. listed
Document	The transaction type, part of the receipt document identification.
Document	The document number, part of the receipt document identification.
Line Number	The receipt document's line number.
Bus. Part.	The invoice-to business partner
Docu. Type	The document type identifies the type of invoice. SSA ERP chooses a document type based on the transaction type that was used to create the document. **Related topics** • To post sales/purchase transactions
Doc. Date	The date on which the invoice is created. The date is used for allowed terms of credit, due dates, and discounts.
Cur	The invoice currency
Amount	The total invoice amount expressed in the invoice currency.

Sales Invoices by Business Partner (tfacr2531m000)

Use this session to display a list of the registered invoices grouped by invoice-to business partner.
The registered invoices can be:

- Sales Invoices
- Credit Notes
- Invoice Corrections

The registered documents, along with their corresponding dates and amounts, are maintained for each invoice-to business partner.

Field	Description
Business Partner	The invoice-to business partner for which the registered invoices are displayed.
Document	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Currency	The invoice currency
Sales Type	The sales type of the sales order. **Related topics** • Control accounts
Document Date	The date on which the invoice is created. The date is used for allowed terms of credit, due dates, and discounts.
Due Date	The due date

	Related topics • Due date calculation
Amount	The total invoice amount expressed in the invoice currency.
Reference	The invoice reference.
Amount	The total invoice amount expressed in one of the home currencies.
Tax Amount	The total tax amount to be paid over the invoice. The amount is expressed in one of the home currencies.
Balance	The invoice balance shows the amount that is yet to be received. This amount is expressed in the invoice currency.

Sales Invoices (tfacr2532m000)

Use this session to display the list of sales invoices (for a selected transaction type registered in the **Accounts Receivable** module. The dates and amounts are displayed for each document.
The registered invoices are created in the **Sales Invoices (tfacr1110s000)** session. The invoices can be:

- Sales Invoices
- Credit Notes
- Invoice Corrections

Field	**Description**
Transaction Type	The transaction type for which the registered sales invoices are displayed in the table below.
Document	The document number of the invoice.
Line Number	The number of the sales invoice line.
Currency	The invoice currency
Document Date	The date on which the invoice is created. The date is used for allowed terms of credit, due dates, and discounts.
Due Date	The due date **Related topics** • Due date calculation
Amount	The total invoice amount expressed in the invoice currency.
Sales Type	The sales type of the sales order. **Related topics** • Control accounts
Business Partner	The invoice-to business partner
Amount	The total invoice amount expressed in one of the home currencies.
Tax Amount	The total tax amount to be paid over the invoice. The amount is expressed in one of the home currencies.
Balance	The invoice balance shows the amount yet to be received. The amount is expressed in the invoice currency.

Invoice-to Business Partner Open Entry Balances (tfacr2533m000)

Use this session to display the total invoice balance amount of the invoice-to business partner.
On the Specific menu, select the Totals for Business Partner by Company option to view the invoice balances for business partners by the company.

Related topics

- Business partner balances

Field	Description
Inv.-to BP	The code of the invoice-to business partner.
City	The code of the city where the business partner is established.
Open Entry Balance	The total invoice balance for the business partner. **Related topics** • Business partner balances
Open Entry Balance	The home currency of the open entry balance. From the Tools menu, choose Rotate Currency to switch home currencies.

Invoice-to Business Partner Totals by Company (tfacr2534m000)

Use this session to display the total invoice balances for an invoice-to business partner, for the specified company.
The business partner's total invoice amount and invoice balance in each different company are displayed separately in the reference currency.
Click the Change Period/Date command to change the period or date for which the amounts and balances are calculated.

Related topics

- Business partner balances

Field	Description
Inv.-to BP	The invoice-to business partner for which the invoice balances are displayed.
To Period	The year of the financial period for which the total balances are displayed. You can change the year on the *Specific* menu, by selecting the Change Period/Date option.
To Period	The separator between the year and the period.
To Period	The financial period starting from which the total balances are given. You can change this period by selecting the Change Period/Date option.
Date	The date starting from which the total balances are given. You can change the date on the *Specific* menu, by selecting the Change Period/Date option.
Financial Company	The company for which the invoice balance is displayed for the invoice-to business partner previously displayed.
Name	The description or name of the code.
Amount in HC	The total invoice amount for the business partner in the company, expressed in the reference currency.
Balance in HC	The total invoice balance of the business partner in the

	company. The amount is expressed in the reference currency. The invoice balance shows the amount to be received from the business partner.

Business Partner's Invoices in a Company (tfacr2535m000)

Use this session to display the sales invoices that are listed for a specific invoice-to business partner in a certain company.
The invoice amount and the balance amount for each invoice are expressed in one of the home currencies.
The balance is reached during the financial period and at the date displayed at the top of the screen.

Related topics

- Business partner balances

Field	**Description**
Business Partner	The invoice-to business partner whose invoices are displayed.
Financial Company	The company in which the displayed invoices are listed.
To Period	The year of the financial period for which the balances are displayed.
To Period	The financial period for which the balances are displayed.
Date	The date for which the balances are displayed.
Document	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Line Number	The document's line number. This field is only filled if the document is a receipt document.
Period	The year of the financial period in which the invoice is posted to the general ledger.
Fiscal Period	The financial period in which the invoice is posted to the general ledger.
Doc. Date	The date on which the invoice is created. This date is used for allowed terms of credit, due dates, and discounts.
Amount	The invoice amount expressed in one of the home currencies.
Balance in HC	The invoice balance is the invoice amount that is yet to be received. This amount is expressed in one of the home currencies.

Sales Invoices of Child Business Partners (tfacr2536m000)

Use this session to display the sales invoices of the child business partners with the same parent business partner.

Related topics

- Business partners

Field	**Description**
Bus.par.	The invoice-to business partner
Document No	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.

Cur	The invoice currency
Sales Type	The sales type of the sales order. **Related topics** • Control accounts
Doc. Date	The date on which the invoice is created. The date is used for allowed terms of credit, due dates, and discounts.
Due Date	The due date **Related topics** • Due date calculation
Amount	The total invoice amount expressed in the invoice currency.
Balance in IC	The invoice balance. The invoice amount yet to be received. The amount is expressed in one of the home currencies.
Amount	The amount expressed in the home currency.
Tax Amount	The tax amount expressed in the home currency.
Reference	The transaction reference.

Anticipated Totals by Business Partner/Payment Method/Status (tfacr2537m000)

Use this session to display the anticipated total amounts for the invoice-to business partner.
The total anticipated receipt amounts are displayed for:

- Each payment method.
- Each separate step in the receipt procedure.

Related topics

- Payment Methods

Field	Description
Home Currency	The home currency. Click the **View Other Currencies** command to change currencies. **Related topics** • Currency details • Overview of currencies •
Receipt Method	The payment/receipt method for the total sales invoice amount of the business partner. **Related topics** • Payment Methods
Receipt Method	The description or name of the code.
Status	The status of the anticipated receipts to be sent to the business partner. Step Payment/Receipt Procedure

Amount in HC	The anticipated receipt amount sent to the business partner. The amount is expressed in one of the home currencies.
Status	This field indicates whether the anticipated receipts from a business partner are accepted by the business partner. If so, the field has the **Document Accepted by BP** value. Step Payment/Receipt Procedure
Amount in HC	The anticipated receipt amount accepted by the business partner. The amount is expressed in one of the home currencies.
Status	The status of the anticipated receipt documents sent to the bank for payment by the business partner. Step Payment/Receipt Procedure
Amount in HC	The anticipated receipt amount sent to the bank for payment by the business partner. The amount is expressed in one of the home currencies.

Receipt Details (tfacr2538m000)

Use this session to list the receipt details of the selected business partners.
The session displays the following:

- Type of Receipt
- Receipt Document Number
- Payment Document Number

Field	**Description**
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Payment Document No.	The document number of the business partner.
Receipt Document No.	The transaction type, part of the receipt identification.
Receipt Document No.	The document number, part of the receipt identification.
Receipt Date	The date on which the receipt is registered. The date is used for allowed terms of credit, due dates, and discounts.
Amount Applied	The receipt amount that is invoiced.
Cur.	The invoice currency.
Amount Received	The payment amount that is received.
Open Entry No.	The invoice transaction type linked to the receipt.
Open Entry No.	The document number of the invoice linked to the receipt.
Type of reciept	The document type identifies the type of invoice. SSA ERP chooses a document type based on the transaction type used to create the document. Type of Receipt Values **Related topics** • To post sales/purchase transactions

Text	If this check box is selected, text is present.
Reference	The invoice reference.
Remittance Code	The remittance code.
Balance Amount	The invoice balance amount.

Sales Invoices by Cash Receipt/Credit Notes (tfacr2539m000)

Use this session to list invoice and receipt details of the selected business partner.
The session displays the following:

- Invoice Currency
- Receipt Currency
- Invoice Amount
- Invoice Currency
- Balance Amount in Invoice Currency
- Balance Amount in Home Currency

Field	Description
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Document Number	The transaction type, part of the invoice identification.
Document Number	The document number, part of the invoice identification.
Receipt Currency	The receipt currency.
Document Date	The date on which the invoice is created. The date is used for allowed terms of credit, due dates, and discounts.
Invoice Amount	The total invoice amount expressed in the invoice currency.
Amount Applied in IC	The total invoice amount expressed in the invoice currency.
Receipt Amount	The invoice receipt amount.
Invoice Balance In IC	The invoice balance shows the amount that is yet to be received. This amount is expressed in the invoice currency.
Invoice Currency	The invoice currency
Payment Document No	The payment document number.
Document Date	The date on which the document is created.
Receipt Number	The document number of the receipt.
Business Partner	The invoice-to business partner for which the registered invoices are displayed.
Line Number	The schedule line.

Receipt Number	The transaction type of the receipt document.
Invoice Balance In HC	The invoice balance in home currency.
Text	If this check box is selected, text is present.
Amount in HC	The total invoice amount expressed in one of the home currencies.

Reminder Data (tfacr3100s000)

Use this session to maintain the data for reminder letters.
In this session you must define:

- The interest percentage to be charged because the invoice is overdue.
- The layout of the letter, such as line length and the date format.
- The language of the letter.

Select the Header or the Footer check box to attach the header or footer text.

Related topics

- To use a details session
- Credit control

Field	Description
Letter Number	Enter the letter number linked to the reminder data. When SSA ERP prints reminders, letter number one is taken for the first reminder, letter number two for the second reminder, and so on. The reminder letter number, uniquely defines the degree (level) of the reminder. Letters with ascending numbers must have stronger reminder texts. The letter number also indicates how many reminder letters have already been sent to a business partner. **Related topics** • Credit control
Language	Enter the code of the language in which the reminder letter must be written. **Note** Reminders are written in the business partner's language.
Interest Percentage	Specify the percentage the business partner has to pay as interest over the open amounts for which the reminder has been created. The interest amount printed on the reminder is not posted. The interest is calculated starting from the due date up until the day the reminder is printed. It is calculated as follows: Interest = Open due amount * (Reference Date - Due Date) / 360 * Interest percentage / 100
Font	Indicate the size of the characters printed on the reminder letter.
Number of Columns	Indicate the number of positions allowed on one line to print the information. **Allowed values** You can enter three fixed lengths of the lines:

	• 80 • 132 • 200
Date Format - Text	Select the format of the date which is printed on the text of the reminder. For example, 01-03-2003, 01 March 2003, or 2003-03-01
Date Format - Reminder Details	Enter the format of the date printed on the invoice lines of the reminder.
Text Window Option	The screen type used to record the reminder text. It is used to define the number of characters you can print on a line. Enter the number of characters to be printed on each reminder line. In order to enter an appropriate number, you must define the text window format in the **Text Windows (tttxt1520m000)** session.
Header	If this check box is selected, a header text is present with this reminder letter. SSA ERP selects the check box after you enter a text.
Footer	If this check box is selected, a footer text is present with this reminder letter. SSA ERP selects the check box after you enter a text. To enter a footer text, click Text and select Footer Text.

Reminder Line Layout (tfacr3101m000)

Use this session to define the actual format of the invoice information listed with the reminder letter. The layout of the listed data is also defined in this session. You can define the exact position of the columns printed on the reminder letter.

Related topics

- Credit control

Field	**Description**
Letter Number	The reminder letter number for which the layout can be defined or displayed in this session. in
Language	The language defined for this reminder letter number.
head1	This field gives an example of where the columns you defined are placed on the printed letter.
head2	This field gives an example of where the variables you defined are placed on the printed letter.
Seq.	The sequence number **Default value** SSA ERP increments the number by one for every new record. The number determines the sequence of the data.
Variable	The variable to specify the data included in the reminder letter. You can define a format for 16 different variables. For each variable you select, a column is printed on the reminder letter. **Note** You can select one variable more than once and define different formats for it.
Format	The format to print the variables on the reminder letter.

	SSA ERP enters the format when you select the variable, based on the language code defined for this letter number, in the **Reminder Data (tfacr3100s000)** session.
Column Heading	The text printed at the top of the column in the reminder letter that contains the selected variable. **Default value** Description of the variable.
Col. Field	The place where the variable is printed on the reminder letter. At the top of the session window, SSA ERP displays an example of how the columns of variables are placed when printed.
Col. Head.	The place where the name of the column containing the variable must start. At the top of the session window, SSA ERP displays an example of how the columns of variables are placed when printed.

Reminder Costs (tfacr3102m000)

Use this session to maintain the reminder costs charged for overdue invoices.
For each reminder letter number, you can define reminder costs to be charged in different currencies.
When an invoice is selected for reminding, SSA ERP includes the reminder costs defined for the invoice.

Related topics

- Credit control

Field	Description
Letter Number	The reminder letter number for which the reminder costs are listed.
Currency	The currency in which the reminder cost amount is expressed.
Description	The description or name of the code.
Statement Costs	The reminder cost amount expressed in the currency defined in the **Currency** field. Reminder costs are added to the invoice amount which is overdue. The amount must cover the extra expenses caused by the delayed payment.

Reminder Advice (tfacr3110s000)

Use this session to view or maintain the details of a reminder advice.
For each business partner, SSA ERP creates reminder advices in the **Select Invoices for Reminding (tfacr3210m000)** session. In the **Reminder Advice (tfacr3510m000)** session, you can:

- Add invoices for reminding.
- Delete invoices if you want to cancel the reminder.

In this session, you can:

- Enter a new reminder advice for an invoice manually.
- Change the invoice status of a generated advice, for example, because the due date has changed.
- Change the suggested reminder letter number of a generated advice.

Related topics

- Credit control

Field	**Description**
Business Partner	invoice-to business partner
Business Partner	#The description or name of the code.
As On Date	The date on which the reminder is created. This date is used to determine the age of reminders, which is important if another reminder must be sent.
Until Due Date	This date is the selection date that was used to select invoices for reminding in the **Select Invoices for Reminding (tfacr3210m000)** session. All invoices with a due date on or before this date, are included in the reminder advice.
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Invoice	Enter the transaction type that, together with a document number, identifies the invoice for which you want to create a reminder advice.
Invoice	Enter the document number that, together with the transaction type, identifies the invoice for which you want to create a reminder advice.
Invoice	The line number of the document.
Currency	The currency of the reminder cost amount. SSA ERP assigns this currency code to the invoice to match the invoice currency.
Trans. Reference	• reference
Status	The invoice status. It indicates if the due date of the invoice has passed. You can change the status manually. This is necessary, if the due date for an invoice changes. The invoice can have the following status: • Due. • Normal.
Letter Number	When SSA ERP prints reminders, letter number one is taken for the first reminder, letter number two for the second reminder, and so on. **Default value** SSA ERP increases the number by one. You can modify the number to send another reminder letter to the business partner. The reminder letter number uniquely defines the degree (level) of the reminder. Letters with ascending numbers must have stronger reminder texts. The letter number also indicates how many reminder letters have already been sent to a business partner.
Credit Notes	The number of credit notes that are linked to the selected

	invoice. You can link credit notes to invoices in one of the following sessions: • **Sales Invoices (tfacr1110s000)** • **Business Partner - Credit Notes (tfacr2120m000)**
Amount	The total invoice amount expressed in the invoice currency.
Open Amount	The open (unpaid) amount for this invoice. This amount is calculated as follows: Open amount = Total invoice amount - Receipts (incl. Antic. Payments) follows:
Amount Received	The part of the invoice amount that has been received. The reminder advice does not apply to this part of the amount. does
Amt Overdue	The open invoice amount for which the due date has passed. If a receipt schedule is linked to this invoice, the amount overdue can be different from the open invoice amount.
Bal Antic.	The anticipated invoice balance.
Date of Last Receipt	The date on which the last (partial) payment was received regarding the invoice.
Due Date	due date

Statement Methods (tfacr3111s000)

Use this session to maintain the frequency and the Statement Layout code related to the statements of account method.
You can use this session to send the reminders to invoice-to business partners or to parent business partners.
You must specify the Frequency Type for each statement method.

Related topics

- To use a details session
- Credit control

Field	Description
Statement Method	You must specify the method to generate the statements of account sent to the invoice-to business partner.
Description	The description or name of the code.
First Statement	Specify the address to which the first statement of account must be sent.
Second Statement	Specify the address to which the second statement of account must be sent.
Statement Frequency	Specify the statement frequency. You must indicate the frequency with which you want to send the statement of account. You can select the days, weeks, or months in the **Frequency Type** field. **Example** Seven days means that if a statement of account is sent to an invoice-to business partner on 02-08-1997, a second statement of account can be sent only on 09-08-1997.
Frequency Type	The frequency type indicates the time interval between two statements of account sent to the business partner. The time interval can be:

	• Days • Weeks • Months When you select the statements of account, SSA ERP checks whether another statement of account can be sent to an invoice-to business partner.
Statement Layout	Specify the statement layout. You can define statement layouts in the Statement Layout (tfacr3512m000) session.

Statement Layout (tfacr3112s000)

Use this session to maintain the layouts for various statements of accounts. Layouts specify the aging analysis code used to summarize the invoices based on the dates.
The aging analysis code is defined in the Aging Analysis Data (tfacp0540m000) session.

Related topics

- Credit control

Field	Description
Statement Layout	Specify the code for the design of the statement layout.
Description	The description or name of the code.
Font	Indicate the font for example, the size of the characters.
Date Format	Select the date format. You must indicate the format to print the date in the statement of account. The date format has been defined in the **Date Formats (ttadv4580m000)** session. Example of different date formats: • 01-03-1997 • 01 March 1997 • 1997-03-01
Number of Columns	Indicate the number of columns required to print the information. **Allowed values** • 80 • 132 • 200
Text Window Option	Indicate the window type to print the reminder text. The window type defines the number of characters you can print on a line. Text window options are defined in the **Text Windows (tttxt1520m000)** session.
Statement Type	Specify the type of invoice you want to print on the statement of account.
Aging Analysis Code	Enter or select the code for the aging analysis by zooming to the **Aging Analysis Data (tfacp0540m000)** session. The aging

	analysis is used to display or print the open entries in various columns, depending on the age of the entry.

Statement Letters (tfacr3113s000)

Use this session to define the data necessary to print the statements of account.
Select the statement layout and specify the language in which the statement is printed.
Select the Header Text check box and/or the Footer Text check box to include the header and/or footer text in the statement letter.

Related topics

- To use a details session
- Credit control

Field	**Description**
Statement Layout	Enter the statement of account layout code.
Language	Enter the statement of account language code.
Header Text	If this check box is selected, a header text is present in the statement of account letter.
Footer Text	If this check box is selected, a footer text is present in the statement of account letter.

Statement Detail Layout (tfacr3114m000)

Use this session to maintain the statement of account variables.

Related topics

- Credit control

Field	**Description**
Statement Layout	The statement of account letter number.
Language	The statement of account's language .
Seq. No.	The sequence number **Default value** SSA ERP increments the number by one for every new record. The number determines the sequence of the data.
Variable	The variable to specify the data included in the statement letter. You can define a format for 16 different variables. For each variable you select, a column is printed on the statement letter. **Note** You can select one variable more than once and define different formats for it.
Format	The format to print the selected variable on a selected letter. SSA ERP enters this format when the variable is defined. The format is determined by the following: • The date format which is defined in the **Statement Layout (tfacr3112s000)** session. • The language code which is defined in the **Languages (tcmcs0146m000)** session.

	This field can only be accessed if you select **Reference** as the variable.
Column Heading	The description of the selected variable.
Col.Field	The place where the variable is printed on the reminder letter in the statement of account.
Col.Head	The place where the name of the column containing the variable must start on the statement of account.

Statement Text (tfacr3115s000)

Use this session to add additional lines of text printed in the statement of account letter.
SSA ERP prints these lines at the bottom of the letter, above the footer text.

Related topics

- Credit control

Field	**Description**
Language	The language in which the text for the statement of account is written. account
Text Line - 1	Add the first line of additional text you want to print in the statement of account.
Text Line - 2	Add the second line of additional text you want to print in the statement of account.

Reminder Advice by Credit Analyst (tfacr3116m000)

Use this session to display summarized reminder advice information by the credit analyst.
To view the details of an invoice-to business partner, double-click a record. The **Invoice-to Business Partners (tccom4112s000)** session starts.
To view or maintain the reminder advice for an invoice-to business partner, select a record and on the **Specific** menu, click the *Reminder Advice* option.

Related topics

- Credit control

Field	**Description**
Credit Analyst	Select the credit analyst
As On Date	The date on which a reminder advice is created. This date is also used to determine the age of a reminder. The data is essential when another reminder has to be sent.
Until Due Date	The due date is the selection date specified when selecting invoices for the reminder procedure. The invoices with a due date before this date are selected for reminding. You can select invoices for reminding from the **Select Invoices for Reminding (tfacr3210m000)** session.
Currency	The home currency. Click the **View Other Currencies** command to change currencies.
Invoice-to Business Partner	Enter a code for the invoice-to business partner

Open Amount	The open (unpaid) invoice amount expressed in the invoice currency.

Reminder Methods (tfacr3120s000)

Use this session to maintain reminder methods, to send reminders to the business partner.
You must define the period/time interval between two reminders or statements of account. When reminder advices are generated, SSA ERP checks if another reminder must be sent to a business partner. This decision is based on the last reminder date.
In addition, you can define:

- The address to which the reminder and possibly a duplicate reminder must be sent.
- The interest, if it has to be charged for overdue invoices.
- The invoices for which a reminder letter has to be sent to the business partner.

Related topics

- To use a details session
- Credit control

Field	Description
Reminder Method	Select the reminder method
Descriptions	The description or name of the code.
First Reminder	Specify the address to which the first reminder letter must be sent. **Note** Each reminder letter can be printed twice. The reminders can be sent to different addresses.
Dupl. Reminder To	Specify the address to which the duplicate reminder letter must be sent. The address must be other than the pay-by business partner address. **Note** Each reminder letter can be printed twice and can be sent to two different addresses. You cannot send the duplicate reminder to the pay-by business partner address.
Reminder Frequency	Specify the reminder frequency. It is the time interval between reminders sent for an invoice. **Allowed values** The values can be number of days, weeks, or months, depending on the **Reminder Frequency** field input. For example, seven days implies that if a reminder is sent to a customer on 02-08-1998, a second one can be sent on 09-08-1998.
Reminder Frequency	Define the time unit to indicate the period between two reminders.
Interest	If this check box is selected, interest over the open amount is charged for the time elapsed after the due date. The interest amount is mentioned on the reminder letter. **Note**

	You can define the interest percentage for each reminder letter in the **Reminder Data (tfacr3100s000)** session.
Selection	Invoices are selected for the reminding procedure based on the field indicated.

Reminder Diary (tfacr3130m000)

Use this session to display invoices with an unpaid amount, for which the action date has passed.
The action date indicates when SSA ERP must check if the invoices are paid. You can assign a new action date to an invoice if necessary after consulting the business partner.
To assign a new action date, click the Action Date command, which starts the **Action Dates (tfacr3131m000)** session. You can link a problem code to the invoice to indicate why the invoice has not yet been paid.
Related topics

- Credit control

Field	Description
Action Date	The date on which SSA ERP must check if the listed invoices are paid. SSA ERP calculates this date by adding the reminder margin defined in the **ACR Parameters (tfacr0100s000)** session, to the invoice's due date. If the action date is changed after consultation with the business partner, this date is used as a reference date.
Business Partner	invoice-to business partner
Open Amount	The open (unpaid) invoice amount on the **Action Date**, expressed in the invoice currency.
Total Open Amount	The total open (unpaid) invoice amount for the business partner, expressed in the invoice currency.
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Document	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Cur	invoice currency
Invoice Amount	The total invoice amount expressed in the invoice currency.
Due Date	The due date. This date is used to generate reminder advices. **Related topics** • Due date calculation
Problem	A problem code indicates that a business partner has complained about an invoice.

Action Dates (tfacr3131m000)

Use this session to assign a new action date to an invoice.

The default action date is calculated based on the invoice's due date, and the reminder margin defined in the **ACR Parameters (tfacr0100s000)** session.
On the action date, SSA ERP checks if the invoice is paid or not. If it is not paid, the invoice is listed in the **Reminder Diary (tfacr3130m000)** session.
You can assign a new action date to an invoice, if the invoice-to business partner has a problem with the invoice. You must link a problem code to the new action date in the **Reason for Non-Payment** field.
SSA ERP waits until the new action date to check if the invoice has been paid.
Related topics

- Credit control

Field	**Description**
Action Date	The date on which SSA ERP must check if the listed invoices are paid or not. **Default value** SSA ERP calculates this date by adding the number of days specified in the Reminder Margin field in the **ACR Parameters (tfacr0100s000)** session, to the invoice due date. To assign a new action date to the invoice: • Insert a new record. • Enter the new action date. When the invoice is not paid after the new action date, the invoice is displayed again in the **Reminder Diary (tfacr3130m000)** session.
Reason for Non-Payment	Enter the problem code to indicate why the invoice has not yet been paid.
Description	The description or name of the code.
Text	If this check box is selected, a text is present.

Reminder Diary by Credit Analyst (tfacr3135m000)

Use this session to view the invoices with open amounts for which the action date has passed.
The invoices are grouped based on the credit analyst and action date. SSA ERP checks if the invoice is fully paid on the action date.
To view the common data of an invoice-to business partner, double-click a record. The **Invoice-to Business Partners (tccom4112s000)** session starts.
On the **Specific** menu, select a record and click the *Reminder Diary* option to view or maintain the reminder diary of an invoice-to business partner. The Reminder Diary (tfacr3130m000) session starts.
You can print a list of the invoices past their action date by starting the **Print Reminder Diary (tfacr3430m000)** session.
Related topics

- Credit control

Field	**Description**
Credit Analyst	Select the credit analyst
Action Date	The date on which SSA ERP must check if the listed invoices are paid. SSA ERP calculates this date by adding the number of days

	defined in the Reminder Diary Margin field in the **ACR Parameters (tfacr0100s000)** session, to the invoice due date.
Currency	The home currency. Click the **View Other Currencies** command to change currencies. **Related topics** • Currency details • Overview of currencies •
Invoice-to Business Partner	Select the code for the invoice-to business partner
itbp.nama	The description or name of the code.
Parent Business Partner	Enter a code for the parent business partner
Name	The description or name of the code.
Open Amount	The open (unpaid) invoice amount expressed in the invoice currency.

Select Invoices for Reminding (tfacr3210m000)

Use this session to send Reminder letters to business partners who have to pay the invoices selected in this session. The selected invoices are displayed in the Reminder Advice (tfacr3510m000) session.
The invoices are selected based on their due date. SSA ERP selects all invoices with a due date before or on the date specified in the **Until Due Date** field.
The reminder method and the reminder date linked to a business partner, determine when a reminder is sent to the business partner.
SSA ERP will not create a reminder advice until the specified date, even if they are overdue.
You must specify the last reminder date for each business partner. When SSA ERP updates the letter numbers, the last reminder dates are also updated.

Note

- SSA ERP can select invoices for reminding, if a reminder method is linked to the selected business partner(s) in the **Pay-by Business Partners (tccom4114s000)** session.
- Problem invoices can be selected for reminding, if the **Reminder / Interest** check box in the **Problem/Reason (tfacr0120m000)** session is selected.
- You cannot select factored invoices for reminding.

Related topics

- Credit control
- Factoring

Field	Description
Credit Analyst	Select the credit analyst **Related topics** • To use From and To fields
Business	Select the business partner.

Partner	**Related topics** • To use From and To fields
Transaction Type	The transaction type of the invoice. **Related topics** • To use From and To fields
Financial Bus. Part Group	The financial business partner group of the business partners to whom reminder letter has to be sent. **Related topics** • To use From and To fields
Letter Number	When SSA ERP prints reminders, letter number one is taken for the first reminder, letter number two for the second reminder, and so on. The reminder letter number uniquely defines the degree (level) of the reminder. Letters with ascending numbers must have stronger reminder texts. The letter number also indicates how many reminder letters have already been sent to a business partner. **Related topics** • To use From and To fields
Representative	The business partner's employee responsible for the invoice. **Related topics** • To use From and To fields
Until Due Date	Enter the due date of the invoices included in the reminder procedure. SSA ERP includes all invoices with a due date before or on this date in the reminder advice.
As On Date	Specify the date on which the reminder advice is created. The reminder letters are printed on this date. The date is used as a reference when you have to send another reminder. The next reminder letter would be sent depending on the reminder freqency specified in the Reminder Methods (tfacr3520m000) session.

Print Reminder-Detail Layout (tfacr3400m000)

Use this session to print an example of the detailed layout of a reminder letter.
Related topics

- Credit control

Print Reminder Selection (tfacr3410m000)

Use this session to print the selected list of invoices for which reminders must be sent.
You must select the invoices in the **Select Invoices for Reminding (tfacr3210m000)** session.
Related topics

- Credit control

Field	Description
Business Partner	Select the invoice-to business partner **Related topics** • To use From and To fields
Credit Analyst	Select the credit analyst **Related topics** • To use From and To fields
Transaction Type	Select the Transaction Type **Related topics** • To use From and To fields
Document	Select the document number. **Related topics** • To use From and To fields
Home Currency	• home currency
Use Euro Instead of EMU Currencies	If this check box is selected,SSA ERP selects the euro as the transaction currency instead of the EMU.

Print Reminder Letters (tfacr3420m000)

Use this session to print reminder letters and to update letter numbers.
Reminder letters are printed in this session for invoices previously selected and maintained with the **Select Invoices for Reminding (tfacr3210m000)** session and the **Reminder Advice (tfacr3510m000)** session.
When reminders are printed, SSA ERP takes into account the reminder parameters defined in the **ACR Parameters (tfacr0100s000)** session, to determine which letter numbers should be used.
When SSA ERP prints reminders, the last reminder date for each invoice is updated and a new letter number is generated.
Related topics

- Credit control

Field	Description
Type of Report	You must select the option to indicate if the printed reminder is sent to the business partner, or is used as a test print. Test or Final Print
Number of Detail Lines for Test Print	Specify the number of lines to be printed between two separate reminders. This field is available when you select **Test Pages** in the **Type of Report** field. **Note** Because this is a test print, the reminders are not printed on separate sheets of paper.
Update Letter Numbers for Due Invoices	If this check box is selected, the invoice letter number is updated whenever an overdue invoice is selected for reminding.

Use Euro Instead of EMU Currencies	If this check box is selected, the euro is used instead of an EMU currency. **Related topics** • Overview of currencies • Euro compliance

Print Reminder Diary (tfacr3430m000)

Use this session to print the reminder diary listed in SSA ERP.
The reminder diary prints open invoices for which the Action date has elapsed.

Related topics

- Credit control
- To print a document or a report
- To use From and To fields

Field	Description
Credit Analyst	Select the credit analyst
Transaction Type	Select the Transaction Type **Related topics** • To use From and To fields
Print Text	If this check box is selected, the text defined with the data is also printed.
New pg for each BP.	If this check box is selected,SSA ERP prints the reminder diary for each business partner on a new page.
Use Euro Instead of EMU Currencies	If this check box is selected,SSA ERP selects the euro as the transaction currency instead of the EMU.

Print Statements (tfacr3440m000)

Use this session to print the statement of account.

Note

In the statement of account, the aging analysis is based either on the invoice document date or on the due date.
If you wish to print statements of account for the business partner, you must select a statement method for the business partner in the Invoice-to Business Partners (tccom4112s000) session. The statement is printed according to the statement method.

Related topics

- To print a document or a report
- To use From and To fields

Field	Description
Use Euro Instead of EMU Currencies	If this check box is selected, the euro is used instead of an EMU currency. You can define that a currency is an EMU currency in the Currencies (tcmcs0102m000) session. For each financial company, you can specify the euro currency code in t **Companies (tcemm1170m000)** session.

	Related topics • Overview of currencies • Euro compliance
Invoice Period	The invoices within the specified year are selected. **Related topics** • To use From and To fields
Invoice Period	The invoices within the specified period are selected. **Related topics** • To use From and To fields
Invoice Date	The date up to which all the invoices are selected. **Related topics** • To use From and To fields
Payment Period	The invoices paid in the specified year are selected. **Related topics** • To use From and To fields
Payment Period	The invoices with the specified payment period are selected. **Related topics** • To use From and To fields
Payment Date	The invoices paid until the specified date are selected. **Related topics** • To use From and To fields
Fiscal Period for Aging	The year for which the aging analysis is conducted. • To use From and To fields
Fiscal Period for Aging	The period for which the aging analysis is conducted. **Related topics** • To use From and To fields
Dt. of Aging	Aging analysis is performed until the specified date.
Aging On	The date on which the aging analysis is based. The options are: • Document Date • Due Date Based on Invoice Date / Due Date
Include Non Due Documents for Aging	To include invoices of which the due date is later than the **Dt. of Aging** date, select this check box.
Type of Report	Select the type of report you want to print.
Number of Detail Lines for Test Print	The number of detail lines for the test print. You can enter this field when you select the **Test Pages** option in the **Type of Report** field.

Include Factored Invoices	If this check box is selected, factored invoices are included int he report. **Related topics** • Factoring
Dimension 1	If this check box is selected, you can specify the dimension range
Dimension 2	If this check box is selected, you can specify the dimension range
Dimension 4	If this check box is selected, you can specify the dimension range
Dimension 5	If this check box is selected, you can specify the dimension range
Dimension 3	If this check box is selected, you can specify the dimension range
Command	**Description**
Statement Text	You can use this command for a statement text.

Variables for Reminder Text (tfacr3502s000)

Use this session to maintain variables for the reminder text.

Related topics

- Credit control

Reminder Letters (tfacr3508m000)

Use this session to list the reminder letter numbers, which you can maintain in the Reminder Data (tfacr3100s000) details session.
On the Specific menu, select the Layout option to define the layout of the letter.

Note

If you have started this session by zooming, you can only find and select a record.

Related topics

- Credit control

Field	Description
Letter	Enter the letter number which is linked to the reminder data. When SSA ERP prints reminders, letter number one is taken for the first reminder, letter number two for the second reminder, and so on. The reminder letter number uniquely defines the degree (level) of the reminder. Letters with ascending numbers must have stronger reminder texts. The letter number also indicates how many reminder letters have already been sent to a business partner.
Language	Enter the code for the language in which the selected reminder letter must be written.
Description	The description or name of the code.
Header Text	If this check box is selected, a header text is present with the letter. SSA ERP selects the check box after you enter a header text.

Footer Text	If this check box is selected, a footer text is present with the letter. SSA ERP selects the check box after you enter a footer text.

Reminder Advice (tfacr3510m000)

Use this session to maintain reminder advices for invoices.
The reminders for invoices are maintained by invoice-to business partner.
In this session you can:

- Maintain invoices included in the advice.
- Add invoices for reminding.
- Delete invoices if you want to cancel the reminder.

In the **Reminder Advice (tfacr3110s000)** details session, you can:

- Change the invoice status.
- Change the reminder letter number.

Note

If the due date of an invoice changes, you can delete the reminder advice.

Related topics

- Credit control

Field	Description
Business Partner	The invoice-to business partner for which the reminder advices are listed.
As On Date	The date on which a reminder advice is created. This date is used to determine the age of a reminder when you have to send another reminder.
Until Due Date	The invoices with a due date before this date are selected for reminding.
Curr.	The currency code. SSA ERP assigns the currency code to the invoice to match the invoice currency.
Bank Reference	If you use bank reference numbers, this is the bank reference number of the invoice. **Related topics** • Bank reference numbers
Invoice	The transaction type, part of the invoice identification.
Document	The document number, part of the invoice identification.
Lett.No.	The reminder letter number.
Status	The invoice status. It indicates if the due date for the invoice has elapsed. You can change the status of the invoice manually. It is mandatory when the due date changes. The status can be: • Normal • Due

Amount	The open (unpaid) invoice amount. **Note** When calculating the open amount, SSA ERP regards anticipated receipts as receipts, and deducts them from the total invoice amount.
Due Date	The due date

Statement Methods (tfacr3511m000)

Use this session to list the statement of account methods.
The statement account method details are maintained in the Statement Methods (tfacr3111s000) session.

Note

If you have started this session by zooming, you can only find and select a record.

Related topics

- To use an overview session
- To maintain records in an overview/maintain session
- Credit control

Field	Description
Statement Method	You must specify the method to generate the statements of account sent to the invoice-to business partner.
Description	The description or name of the code.
Statement Frequency	Specify the statement frequency. You must indicate the frequency with which you want to send the statement of account. You can select the days, weeks, or months in the **Frequency Type** field. **Example** Seven days implies that if a statement of account is sent to an invoice-to business partner on 02-08-1997, a second statement can be sent only on 09-08-1997.

Statement Layout - Line (tfacr3511s000)

Use this session to view an on-screen example of a statement of account with the layout you defined. No actual data is displayed on the screen.
You can view the placing of:

- The column headers for the variables you defined.
- The footer, if you defined one.

Related topics

- Credit control

Statement Layout (tfacr3512m000)

Use this session to list the statement of account layout details defined in the Statement Layout (tfacr3112s000) session.

Note

If you have started this session by zooming, you can only find and select a record.

Related topics

- To use an overview session
- To maintain records in an overview/maintain session
- Credit control

Field	Description
Statement Layout	Specify the code for the design of the statement layout.
Description	The description or name of the code.
Statement Type	Specify the type of invoice you want to print on the statement of account.

Statement Letters (tfacr3513m000)

Use this session to maintain the statement of account letters data.
The details are specified in the Statement Letters (tfacr3113s000) session.
Related topics

- Credit control

Field	Description
Statement Layout	Specify the statement of account's layout code defined in the **Statement Layout (tfacr3512m000)** session.
Description	The description or name of the code.
Language	Indicate the language in which the statement of account is written.
Description	The description or name of the code.

Reminder Methods (tfacr3520m000)

Use this session to list the reminder methods you maintain in the Reminder Methods (tfacr3120s000) details session.

Note

If you have started this session by zooming, you can only find and select a record.
Related topics

- Credit control

Field	Description
Rem. Method	Enter the code for reminder method
Descriptions	The description or name of the code.
Frequency	Specify the reminder frequency. It is the time interval between two reminders. **Allowed values** The value in this field can be a number of days, weeks, or months, depending on the **Frequency Type** field input. For example, seven days implies if a reminder is sent to a customer on 02-08-1994, a second one can be sent on 09-08-1994.
Frequency Type	Define the time unit to indicate the period between two reminders.

Interest	If this check box is selected, the interest over the open amount is charged for the time elapsed after the due date. The interest amount is mentioned on the reminder letter. **Note** You can define the interest percentage for each reminder letter in the **Reminder Data (tfacr3100s000)** session.

Statement of Account Method Listing (tfacr3540m000)

Use this session to list the statement of account methods in SSA ERP. The statement layout linked to each statement of account method is also listed. Statement of account methods are maintained in the **Statement Methods (tfacr3511m000)** session.

Note

If you have started this session by zooming, you can only find and select a record.

Related topics

- To use an overview session
- To maintain records in an overview/maintain session
- Credit control

Field	Description
Stat Mthd	The statement method. The statement method determines how statements of account are generated and sent to the business partner.
Descriptions	The description or name of the code.
St Layout	The statement of account layout defined for the statement method. You can define statement of account layouts in the **Statement Layout (tfacr3512m000)** session.
Description	The description or name of the code.

Interest Invoice Parameters (tfacr5101s000)

Use this session to maintain interest invoice parameters.
You must define the minimum number of days and the minimum amount exceeding, which interest is charged on invoices.
If you select the **Business Partner's Terms of Payment** check box, SSA ERP selects the terms of payment.
If you do not select the **Business Partner's Terms of Payment** check box, you must specify the terms of payment.

Related topics

- To invoice interest invoices

Field	Description
Min. Days for Int. Inv	The minimum number of days (between the payment date and the due date), for which the interest is charged. Delayed payment is selected for interest invoice generation if the payment date minus the due date is greater than or equal to the minimum number of days for the interest invoice.
Min Amnt for Int. Inv	The minimum amount to generate interest invoice. The amount is expressed in the home currency. Invoices and receipts from an invoice-to business partner are

	selected for interest invoice generation, if the total interest amount is greater than or equal to this amount.
Ref. Currency	The reference currency used for the amounts.
Calculate Interest On	The types of documents for which you want to generate interest invoices. Interest can be charged on: • **Fully Paid Invoices**. • **Partly and Fully Paid Invoices**. • **Paid and Unpaid Invoices**. If you select **Paid and Unpaid Invoices**, SSA ERP selects paid invoices, partially paid invoices, and unpaid invoices for the generation of interest invoices.
Interest Invoice Interval	The minimum number of days between two interest invoice calculations. The number of days must be greater than or equal to zero. If this field is zero, you can generate interest invoices at any time. In the **Select Invoices for Interest Invoicing (tfacr5210m000)** session, an invoice can only be selected for interest advice if the number of days between the last interest calculation date and the **Interest As on Date** is greater than the **Interest Invoice Interval**.
No. of Days For Interest Calculation	The number of days in a year on which you want to base the interest calculation. You can select: • 365 days • 360 days
Business Partner's Terms of Payment	If this check box is selected,SSA ERP selects the terms of payment from the invoice-to business partner master table.
Terms of Payment	Define the terms of payment for the interest invoices. You can specify the terms of payment only if you do not select the **Business Partner's Terms of Payment** check box.
Common Tax Code	If this check box is selected, you can enter a default tax code for the interest invoices. When you transfer the interest advices to central invoicing, by default SSA ERP uses the tax country and the tax code of the invoice. If no tax country and tax code are present on the invoice, the default tax country is taken from the business partner's address define in the **Addresses (tccom4130s000)** session. This check box determines which tax code is used. If this check box is selected, the tax code defined in the **Tax Code** field is used. If this check box is cleared, the tax code field on the interest advice will be empty.
Tax Code	The tax code used by default on interest advices if no tax country and tax code are present on the invoice. You can enter a tax code if you select the **Common Tax Code** check box.

Interest Percentages (tfacr5102m000)

Use this session to maintain interest percentage for each financial customer group. The percentage is used to process interest invoices.
You must specify the minimum number of days after which interest is charged on invoices.

Note

If you have started this session by zooming, you can only find and select a record.

Related topics

- To use an overview session
- To maintain records in an overview session
- To invoice interest invoices

Field	Description
Financial Bus. Part Group	The financial business-partner group for which the interest percentage is maintained. **Related topics** • Unrealized currency differences • To invoice interest invoices
Min.Days for Int.Inv	The number of days by which a payment is overdue. **Related topics** • To invoice interest invoices
Interest Percentages	The applicable interest percentage (on an annual basis). **Example** A payment of $2000.00 is 10 days late. The interest percentage is 12%. The interest amount to be paid is: $2000.00 x 10/365 x 0.12 = 6.58.

Interest Invoice Advice Lines (tfacr5110m000)

Use this session to maintain interest advices generated in the **Select Invoices for Interest Invoicing (tfacr5210m000)** session.
SSA ERP enables you to change the interest amount for interest invoice with the **Selected** status.
If you delete an interest invoice advice, all the related interest invoice advice lines are deleted.

Related topics

- To invoice interest invoices

Field	Description
Invoice-to Business Partner	The invoice-to business partner for whom you created the interest invoice.
Invoice	The transaction type of the interest invoice.
Invoice	The document number of the interest invoice.
Invoice	The line number of the interest invoice line.
Invoice Currency	The currency of the interest invoice.

Total Interest Amount	The currency of the total interest amount.
Total Interest Amount	The total interest amount.
Receipt No.	If payment was already received for the sales invoice, this is the receipt transaction type.
Receipt No.	If payment was already received for the sales invoice, this is the receipt document number.
Receipt No.	If payment was already received for the sales invoice, this is the receipt line number.
Schedule	If a payment schedule is linked to the invoice, this is the payment schedule line sequence number.
Int. Calc. Amnt	The amount over which the interest was calculated.
Days	The number of days over which the interest was calculated.
Percentage	The interest percentage used for the invoice advice.
Interest Amount	The interest amount in the invoice currency.
Int. Amt (HC)	The interest amount in the home currency.
Start Date	The start date of the period over which the interest amount was calculated.
End Date	The end date of the period over which the interest amount was calculated.
Command	**Description**
Print Interest-Invoice Advice	Starts the **Sales Invoice Details (tfacr2525s000)** session, which you can use to view the invoice details.

Select Invoices for Interest Invoicing (tfacr5210m000)

Use this session to select business partner receipts to create advices, used to generate interest invoices.
This session is used to select delayed receipts from Business Partners. Depending on the value specified in the **Calculate Interest On** field in the **Interest Invoice Parameters (tfacr5101s000)** session, receipts of fully paid invoices and/or partly paid invoices are selected.
Interest invoices are generated if both the **Min. Days for Int. Inv** and the **Min Amnt for Int. Inv** values specified in the **Interest Invoice Parameters (tfacr5101s000)** session are exceeded.
Other conditions are:

- The original sales invoice amount must be greater than 0.
- Receipts in not finalized batches of financial transactions are also included.
- The invoice is not factored.

Note

Customer receipts are selected for processing if the **Calculate Interest** check box in the **Sales Invoice Details (tfacr2100s000)** session is selected.

Related topics

- To invoice interest invoices
- Examples of interest calulation for unpaid invoices

Field	**Description**

Business Partner	Select the invoice-to business partner **Related topics** • To use From and To fields
Financial Bus. Part Group	Select the financial business partner group. **Related topics** • To use From and To fields
Transaction Type	Select the transaction type **Related topics** • To use From and To fields
Invoice Number	The document number, part of the invoice identification. **Related topics** • To use From and To fields
Receipt Type	The transaction type of the receipt for an invoice. **Related topics** • To use From and To fields
Receipt Number	The document number of the receipt transaction. **Related topics** • To use From and To fields
Interest As on Date	Interest invoices are generated for the interest amount that is owed on this date. For unpaid amounts, the interest is calculated until this date. You can only enter a date if the **Calculate Interest On** field in the **Interest Invoice Parameters (tfacr5101s000)** session is **Paid and Unpaid Invoices**. The interest amount is calculated from the invoice due date or the most recent interest calculation date until the date in the **Interest As on Date** field. **Note** You can only select invoices for interest advice if the number of days between the last interest calculation date and the **Interest As on Date** is greater than the **Interest Invoice Interval** that you defined in the **Interest Invoice Parameters (tfacr5101s000)** session.
Use Euro for EMU Invoices	If this check box is selected, the euro is used instead of an EMU currency. **Related topics** • Overview of currencies • Euro compliance
Command	**Description**
Interest Invoice Advice	Starts the **Interest Invoice Advice (tfacr5510m000)** session, which you can use to view the invoice details and the advice details of the interest invoice advices.
Select	Starts the selection of documents for interest invoices, according to the selection range specified.

Interest Invoice Advice	Prints a report of the reasons why specific documents were not selected for interest calculation.

Transfer Interest Invoices To SLI (tfacr5220m000)

Use this session to transfer a range of interest invoices to the **Sales Invoicing** module of **Central Invoicing**.
You can enter various selection criteria to select the interest invoices to be transferred.
When you compose, print, and post the invoices in the **Sales Invoicing** module, SSA ERP creates open entries in the **Accounts Receivable**.

Note

After you transfer the interest invoices to the **Sales Invoicing** module, SSA ERP deletes the interest advice lines.

Related topics

- Interest calculation on sales invoices
- To invoice interest invoices

Field	Description
Financial Bus. Part Group	Select the financial business partner group. **Related topics** • To use From and To fields
Business Partner	Select the invoice-to business partner **Related topics** • To use From and To fields
Accounting Office	The department to which the invoice is attached.
Confirmed	If this check box is selected, in the **Sales Invoicing** module, the status of the interest invoice line is set to **Confirmed**. **Note** if the status of the interest invoice line is **Confirmed**, you cannot modify any financial data in the interest invoice line.

Print Interest Percentages by Business Partner Group (tfacr5402m000)

Use this session to print interest percentages for the range of Business Partners. The data is used to calculate interest on delayed receipts.

Related topics

- Interest calculation on sales invoices

Print Interest-Invoice Advice (tfacr5410m000)

Use this session to print interest invoice advices used to generate interest invoices.
You can select one of the following reports:

- Interest Invoice Advice Detail.
- Interest Invoice Advice Summary.

Interest invoice advices are generated in the **Select Invoices for Interest Invoicing (tfacr5210m000)** session.
Related topics

- To print a document or a report
- To use From and To fields

Field	Description
Financial Bus. Part Group	The From and To fields define the range of financial busines partner groups for which you want to print the report. **Related topics** • To use From and To fields
Financial Bus. Part Group	The From and To fields define the range of financial busines partner groups for which you want to print the report. **Related topics** • To use From and To fields
Business Partner	The From and To fields define the range of busines partners for which you want to print the report. **Related topics** • To use From and To fields
Business Partner	The From and To fields define the range of busines partners for which you want to print the report. **Related topics** • To use From and To fields
Transaction Type	The From and To fields define the range of transaction types for which you want to print the report. **Related topics** • To use From and To fields
Transaction Type	The From and To fields define the range of transaction types for which you want to print the report. **Related topics** • To use From and To fields
Invoice Number	The From and To fields define the range of invoices for which you want to print the report. **Related topics** • To use From and To fields
Invoice Number	The From and To fields define the range of invoices for which you want to print the report. **Related topics** • To use From and To fields
Home Currency	The currency used for the report.