

9.5 Invoices

The billing module is useful for managing the administrative part in vtenext (amounts to be paid, closed invoices, outstanding invoices) and keeping all the customer history in one platform.

The module can be used independently from the Quotes module. Companies often prepare very accurate quotes with long product descriptions, while invoices are almost always summary descriptions indicating amounts and payment methods.

The Create Invoice button from the sales order or quote master (Other menu) will open with the invoice already attached, proposing the same content.

Search...

Invoice Invoice

Edit

INFORMATIONS

PROCESS GRAPH

PROCESS HISTORY

HISTORY

Invoice Information

Subject

Invoice

Customer No

Contact Name

Due Date

25-02-2022

Excise Duty

0.000

Account Name

De BRUNE CORONIAL s.n.c.

Assigned To

qneckikqelozjhwhg@pptrvv.com (Capitan America)

Modified Time

25-02-2022 10:33:29

Sales Order

Invoice No

INV10

Invoice Date

25-02-2022

Purchase Order

Sales Commission

0.000

Status

AutoCreated

Time created

25-02-2022 10:33:29

Creator

qneckikqelozjhwhg@pptrvv.com (Capitan America)

Address Information

Billing Address

Billing address

Billing PO Box

Billing City

Billing State

Billing Postal Code

Billing Country

Shipping Address

shipping address

Shipping PO Box

Shipping City

Shipping State

Shipping Postal Code

Shipping Country

Terms & Conditions

Terms & Conditions

Description Information

Description

Item Details

Currency:Euro (€)

Tax Mode:individual

| * Item Name | Qty In Stock | Qty | List Price | Total | Price |
|-------------|--------------|------|-------------------------------------|-------|-------|
| Product a | -1.00 | 1.00 | 10.00 | 10.00 | |
| | | | (-) Discount : | 0.00 | |
| | | | Total After Discount : | 10.00 | |
| | | | (+) Tax : | 0.00 | |
| | | | Margin : | 50% | |
| | | | Total | 10.00 | |
| | | | (-) Discount | 0.00 | |
| | | | (+) Shipping & Handling Charges | 0.00 | |
| | | | (+) Taxes For Shipping and Handling | 0.00 | |
| | | | Adjustment | 0.00 | |
| | | | Grand Total | 10.00 | |

Talks

Start a new talk

Notes - Slider

+ CREATE

SHORTCUTS

Item Details

Talks

Notes

RELATIONS

Activities

Documents

Delivery Notes

Assets

Messages

Processes

| | |
|---------|--------------|
| Subject | Invoice name |
|---------|--------------|

| | |
|--------------------------|---|
| Sales order | Link field to the original sales order |
| Customer Number | If the customer has an internal code |
| Invoice date | Each invoice must have a date |
| Payment due date | Due date for payment of this invoice |
| Purchase Order | Reference to the customer's purchase order, if any |
| Manufacturing tax | Information on manufacturing taxes |
| Sales Commissions | Any sales commission |
| Account Name | Link to the customer company |
| Status | Important for knowing the state of progress of the invoice. The statuses can be freely set by the system administrator |
| Assigned to | User who manages the invoice, by default the person creating it |

The invoice can be exported to PDF according to the available templates: see PDF Maker chapter.