

## Credit Sale Non – Stock

Means more revenue. That does not involve the sale of goods. But to control and direct the affairs of the debtor card.

### Window to save the other debtors.

Save data window is divided into 6 sections:

- Basic Data is recorded detailed information document set other receivables.
- Detail is to record the details of the bill. The delivery of the responsible department.
- Deposit is to save the document deposit. Pull to cut sales to customer payments.
- VAT is to record the details. VAT.
- Note & Attachment is to record detailed notes and descriptions of various conditions.
- Define Field is the data that users generate more forms to fill out manually (the Define Field will only appear if it is set Define Field only).

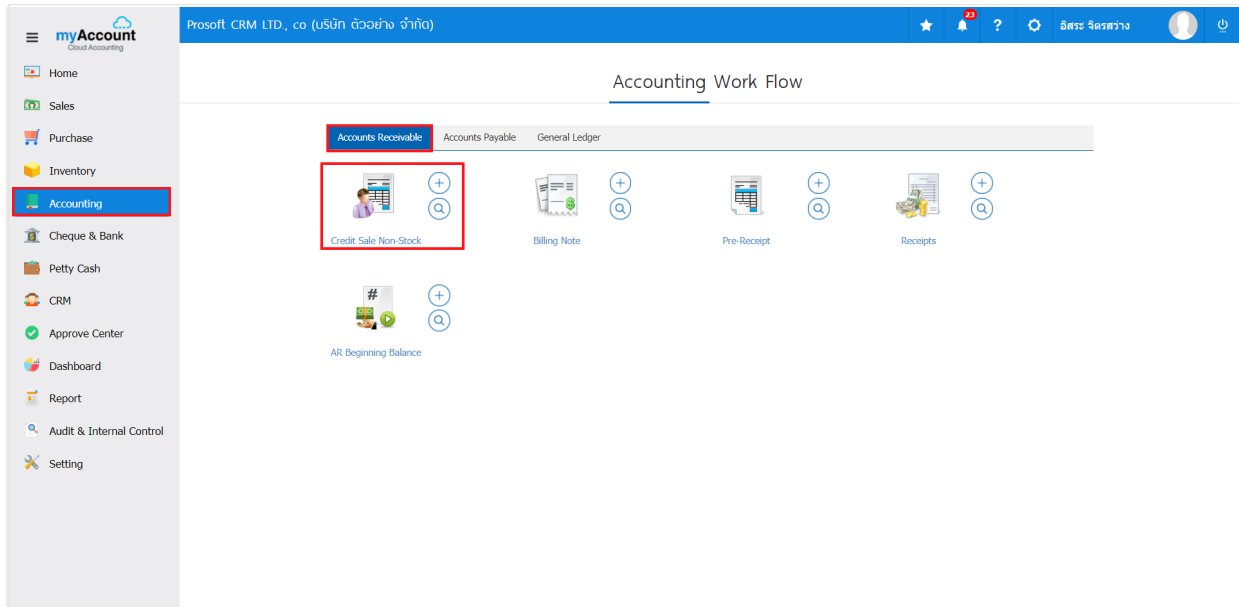
### Documents Credit Sale Non - Stock

Credit Sale Non – Stock status available in 5 status

- **Draft** is document was drafted with the recording.
- **Open** is a new document is created. Pending the adoption of open invoices / documents completed payment (pre-paid) / received documents debt / document recovery, debt reduction.
- **Partial** is document is a field. To use some already.
- **Close** is the document needed to open invoices / documents been completed. (Pre-paid) / received documents debt / document recovery, reduce debt successfully.
- **Cancel** is the document was canceled. I can not use it again.

## The document Credit Sale Non - Stock

1. Users can save documents Credit Sale Non - Stock menu by pressing the "Accounting" > "Account Receivable" > "Credit Sale Non - Stock" on Figure.



2. The screen displays. List Credit Sale Non - Stock enables users to create documents Credit Sale Non - Stock new by pressing the "New" button at the top

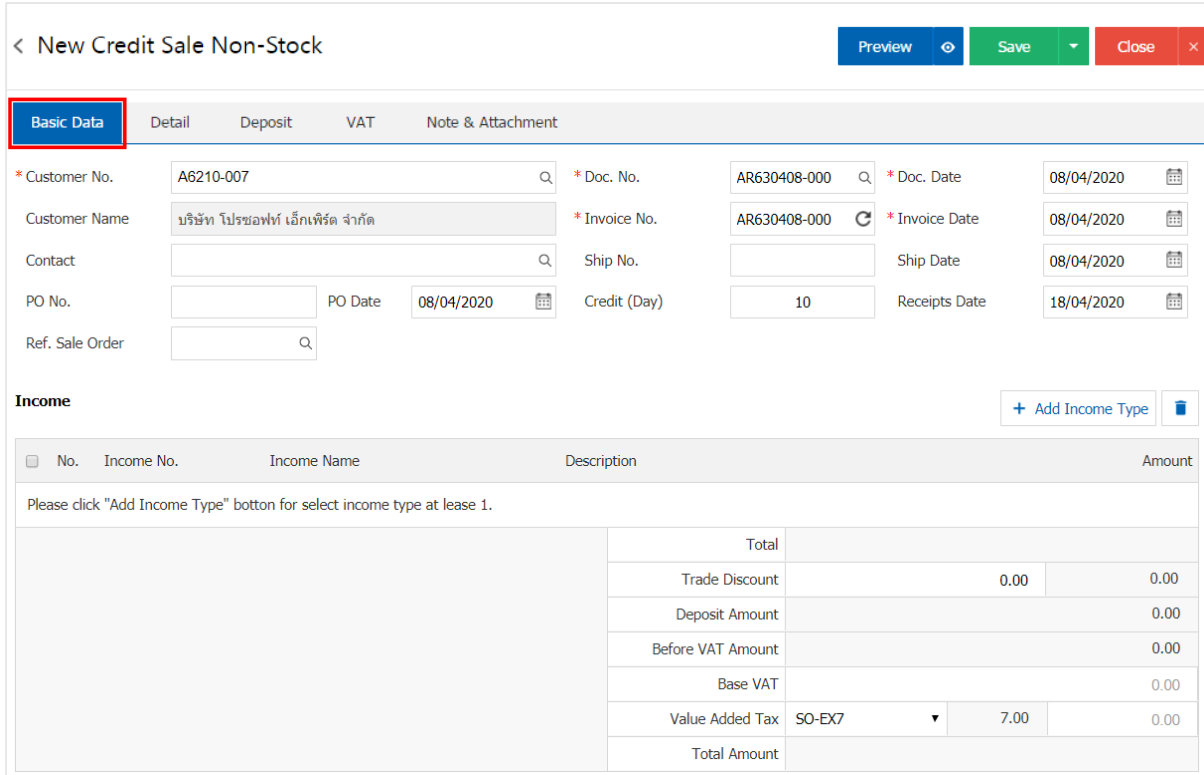
< Credit Sale Non-Stock ★ New +

All Credit Sale ...

<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	Doc. Date	Doc. No.	Customer No.	Customer Name	Total Amount	Status	Invoice No.	Ref. Sale Order	Owner
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	30/04/2020	AR630430-000	CUS-119	บริษัท นานาการไฟฟ้า	32,100.00	Close	AR630115-000		นวลชนก ตั...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	03/04/2020	AR630403-000	A6209-00056	หจก. กวางโจว โอเค	2,140.00	Close	AR630403-000		อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	12/03/2020	AR630312-000	A6209-00056	หจก. กวางโจว โอเค	2,140.00	Close	AR630312-000		อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	06/03/2020	AR630306-000	A6210-010	บริษัท ออนไลน์ซอฟต์แวร์ จำกัด	1,070.00	Close	AR630306-000		อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	20/02/2020	AR630220-000	A6209-00056	หจก. กวางโจว โอเค	535.00	Close	AR630220-000		อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	07/02/2020	AR630207-000	A6209-005	บริษัท ข้าวของดี จำกัด	535.00	Close	AR630207-000		อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	24/01/2020	AR630124-000	A6209-002	ร้าน ขายของชำ	10,000.00	Cancel	AR630124-000		อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	24/01/2020	AR630124-001	A6209-002	ร้าน ขายของชำ	10,000.00	Open			อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	10/01/2020	AR630110-0001	A6209-006	บริษัท ขายสินค้า จำกัด	26,750.00	Close	AR630110-0001		อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	02/01/2020	AR630102-000	A6209-00056	ลูกค้า	2,140,000,0...	Open	AR630102-000		นฤมล เหน...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	20/12/2019	AR621220-0001	A6209-004	บริษัท จริงใจ จำกัด	3,210.00	Close	AR621220-0001		อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	22/11/2019	AR621122-000	A6209-004	บริษัท จริงใจ จำกัด	3,745.00	Close	AR621122-000		อิสระ จิตรส...
<input type="checkbox"/>	<input type="button" value="✎"/>	<input type="button" value="✖"/>	08/11/2019	AR621108-000	A6209-004	บริษัท จริงใจ จำกัด	5 000 00	Close	AR621108-000		อิสระ จิตรส...

Items per page
 1 - 20 Items From 37 Items

3. In the "Basic Data" is to save the information document Credit Sale Non - Stock such as customer ID, document number, document date etc. users should fill in the form marked "\*" are required Figure



**New Credit Sale Non-Stock** [Preview] [Save] [Close]

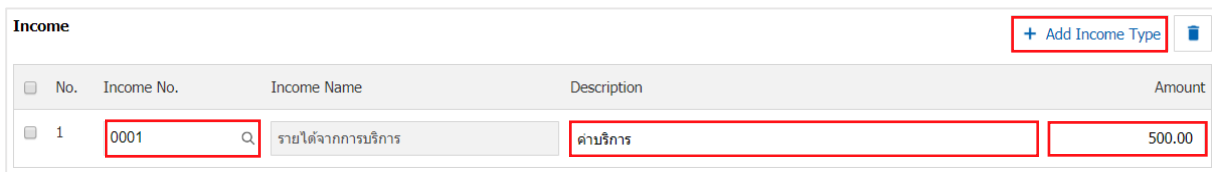
**Basic Data** | Detail | Deposit | VAT | Note & Attachment

\* Customer No. A6210-007 \* Doc. No. AR630408-000 \* Doc. Date 08/04/2020  
 Customer Name บริษัท โปรซอฟท์ เอ็กซีคิวทีฟ จำกัด \* Invoice No. AR630408-000 \* Invoice Date 08/04/2020  
 Contact [ ] Ship No. [ ] Ship Date 08/04/2020  
 PO No. [ ] PO Date 08/04/2020 Credit (Day) 10 Receipts Date 18/04/2020  
 Ref. Sale Order [ ]

**Income** [Add Income Type]

No.	Income No.	Income Name	Description	Amount
Please click "Add Income Type" button for select income type at lease 1.				
Total				
			Trade Discount	0.00
			Deposit Amount	0.00
			Before VAT Amount	0.00
			Base VAT	0.00
			Value Added Tax SO-EX7	7.00
			Total Amount	

4. In the income category. Users can add revenue categories. Multiple entries by pressing the "+ Add Income Type" the system will list the types of income, a user needs to select the "Code of income" that are set. "Type of income" from the beginning "description" > "specified amount" below



**Income** [Add Income Type]

No.	Income No.	Income Name	Description	Amount
1	0001	รายได้จากบริการ	ค่าบริการ	500.00

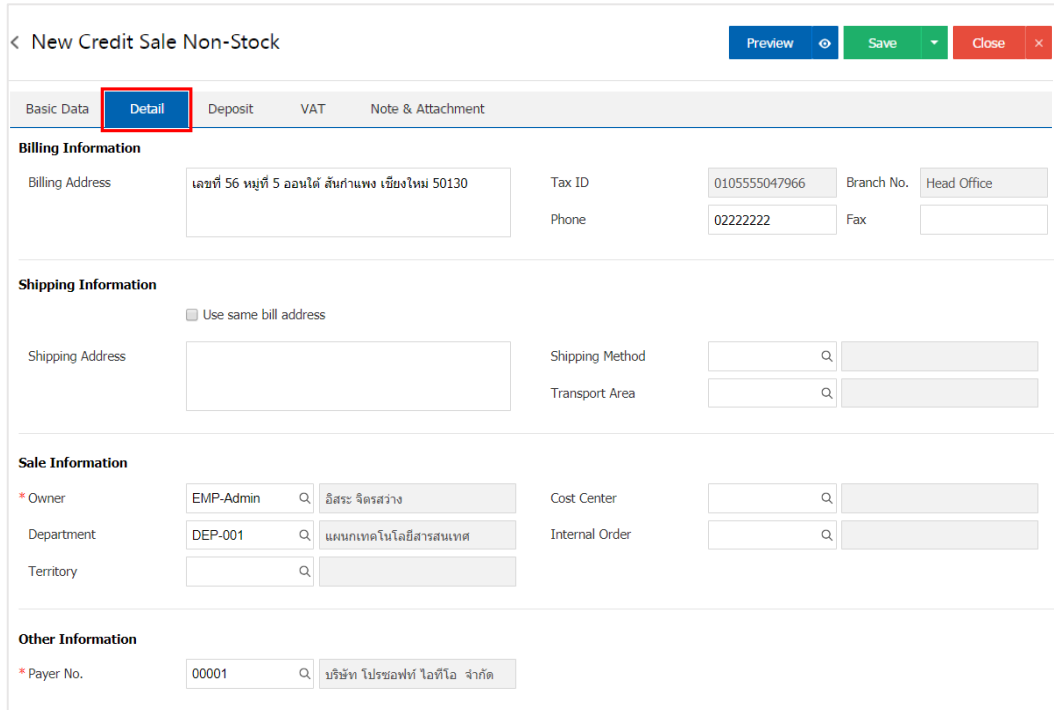
5. The system will include the amount of all revenue categories, in the end the bill. Users can specify Trade discounts the form, amount and percentage

Total				500.00
Trade Discount	10%			50.00
Deposit Amount				0.00
Before VAT Amount				450.00
Base VAT				450.00
Value Added Tax	SO-EX7	▼	7.00	31.50
Total Amount				481.50

6. The user can choose a tariff that appears in the documents. The tax information according to the data by users have "the debtor information" or "data set sales tax" as shown in Figure

Total				500.00
Trade Discount	10%			50.00
Deposit Amount				0.00
Before VAT Amount				450.00
Base VAT				450.00
Value Added Tax	SO-EX7	▼	7.00	31.50
Total Amount	SO-EX7			481.50
	SO-IN7			
	SO-NO			

7. In the "Detail" system, according to the data of customers who use a set list. detailed information on the customer from beginning users to edit data in this section. Including the means of transport, the transport field sales department and responsible tasks Figure



**Billing Information**

Billing Address: เลขที่ 56 หมู่ที่ 5 ถนนใต้ สันกำแพง เชียงใหม่ 50130  
 Tax ID: 010555047966  
 Branch No.: Head Office  
 Phone: 02222222  
 Fax:

**Shipping Information**

Use same bill address  
 Shipping Address:  
 Shipping Method:  
 Transport Area:

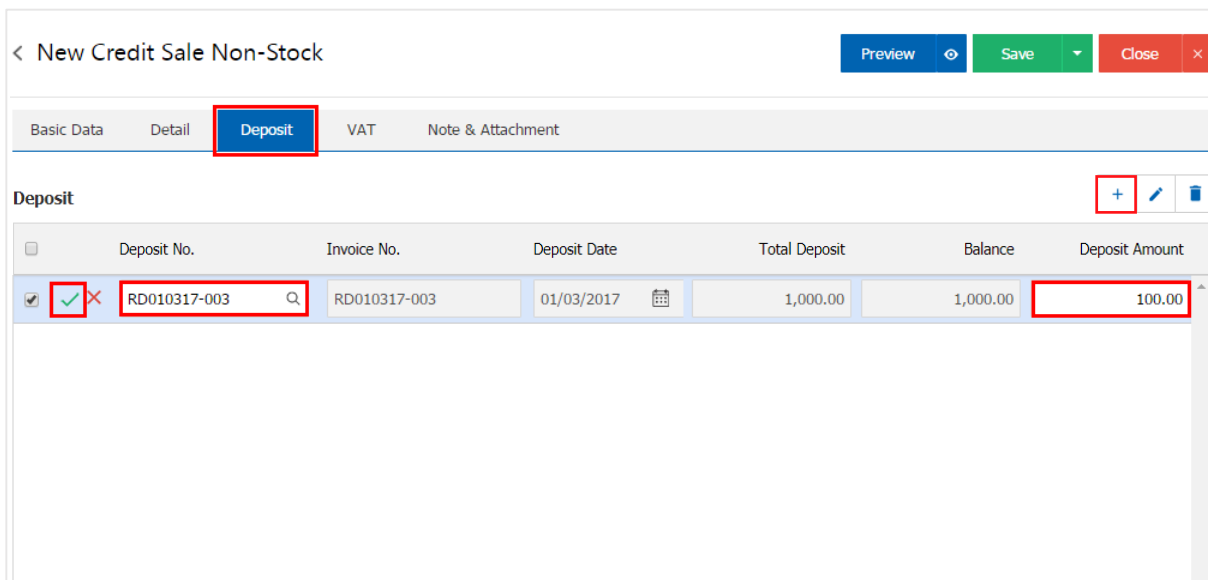
**Sale Information**

\* Owner: EMP-Admin | อิศระ จิตรสว่าง  
 Department: DEP-001 | แผนกเทคโนโลยีสารสนเทศ  
 Territory:  
 Cost Center:  
 Internal Order:

**Other Information**

\* Payer No.: 00001 | บริษัท โปรซอฟท์ ไอทีโอ จำกัด

8. In the "Deposit" is a reference document deposit. The deposit can be pulled To cut the top income customers have to pay for this by pressing the "+>" , "select the document deposit"> "Enter the amount you want to edit"> "✓" to save the image



**Deposit**

Deposit No.	Invoice No.	Deposit Date	Total Deposit	Balance	Deposit Amount
RD010317-003	RD010317-003	01/03/2017	1,000.00	1,000.00	100.00

9. In the "VAT" is a detailed record of VAT. The system displays the current value added tax as the main tax from recorded data. Users can add or edit the VAT by pressing the "+" button to add information. Value added "✎" to make a change. The system will retrieve the user has set up a tax. "The debtor" and "tax preferences" and the system will automatically calculate taxes

< New Credit Sale Non-Stock Preview Save Close

Basic Data Detail Deposit **VAT** Note & Attachment

VAT + ✎ 🗑

Invoice No.	Invoice Date	Description	Base VAT	% VAT	VAT Amount
AR630408-000	08/04/2020	Credit Non-Stock fromบริษัท จรุงใจ จำกัด	350.00	7.00	24.50

Base VAT: 350.00 VAT Amount: 24.50

Add VAT ✕

\* Invoice No. AR630408-000

\* Invoice Date 08/04/2020

\* Description Credit Non-Stock fromบริษัท จรุงใจ จำกัด

\* Base VAT 350.00

\* VAT SO-EX7

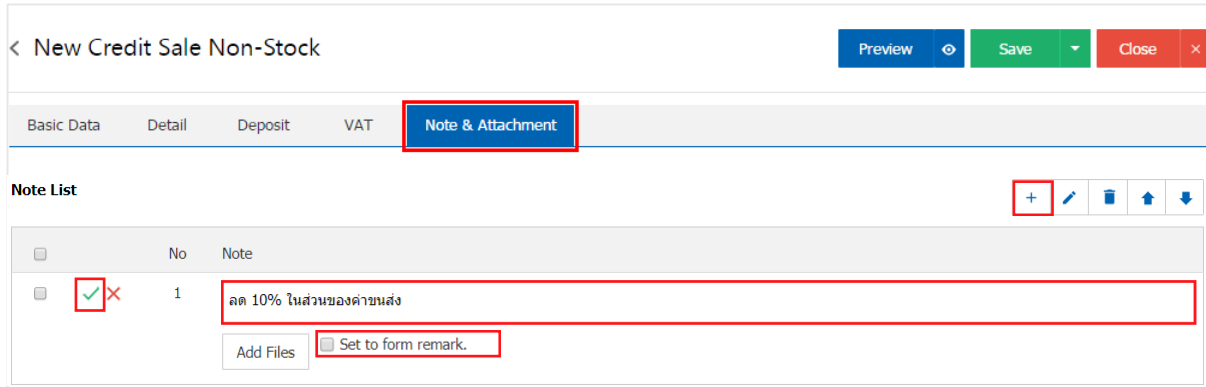
\* VAT Amount 24.50

\* Period No. 4/2020

Type Ordinary Filing  \* Time

OK Cancel

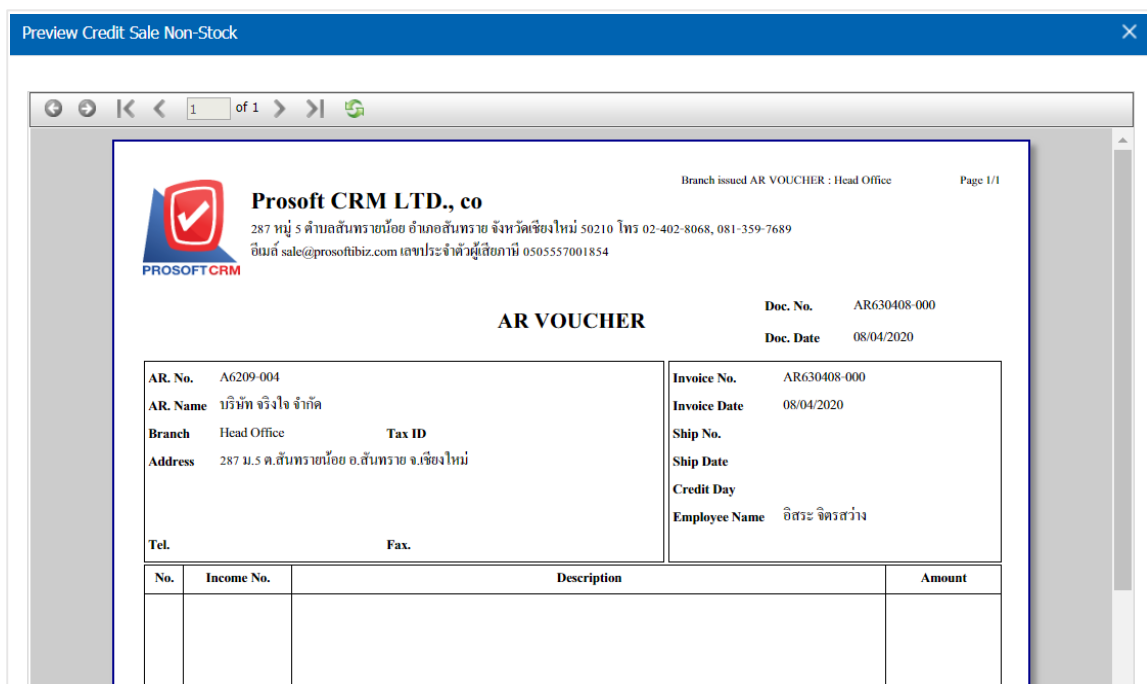
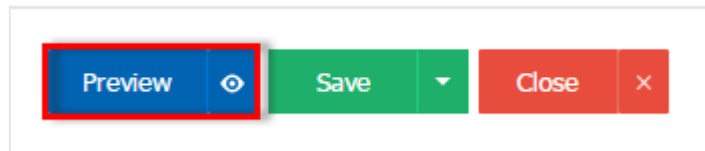
10. In the "Note & Attachment" is to note the bill. Users can specify the notes you want by pressing the "+" > "specify the desired" > "✓Set to form remark" used in the definition. Because the bill of over 1 and up to the present in the form > "✓" to save the image.



\* Note: The "▲" and "▼" to scroll the text up or according to user requirements

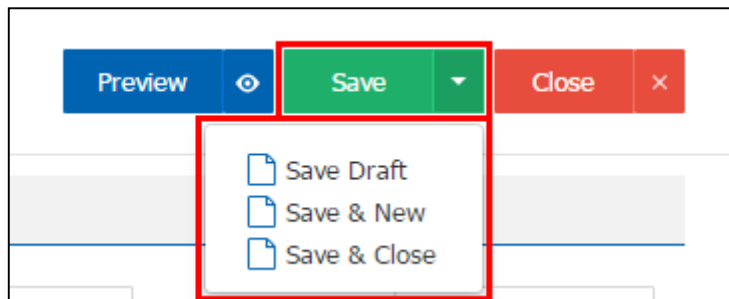
\* Note: If the user has other documents. According to the documents in the Credit Sale Non - Stock enables users to "Add Files" documents other

11. The user can press the "Preview" button on the top right of the screen. Previous document Credit Sale Non - Stock to determine the accuracy of the data shown in Figure



12. After the check is complete, press the "Save" button at the top right of the screen to save the document Credit Sale Non - Stock by recording data can be divided into 4 recording format :

- Save the document Credit Sale Non - Stock usual information that has been registered.
- Save Draft to save a draft document. When users save documents Credit Sale Non - Stock completed, the system will display the document Credit Sale Non - Stock draft immediately.
- Save & New to save and open records document Credit Sale Non - Stock new take notes Information document Credit Sale Non - Stock already. The system will display the recorded document other receivables immediately.
- Save & Close to save and return to the list of other debtors. When users save documents Credit Sale Non - Stock already. The system will reverse the display of all other debtors immediately.



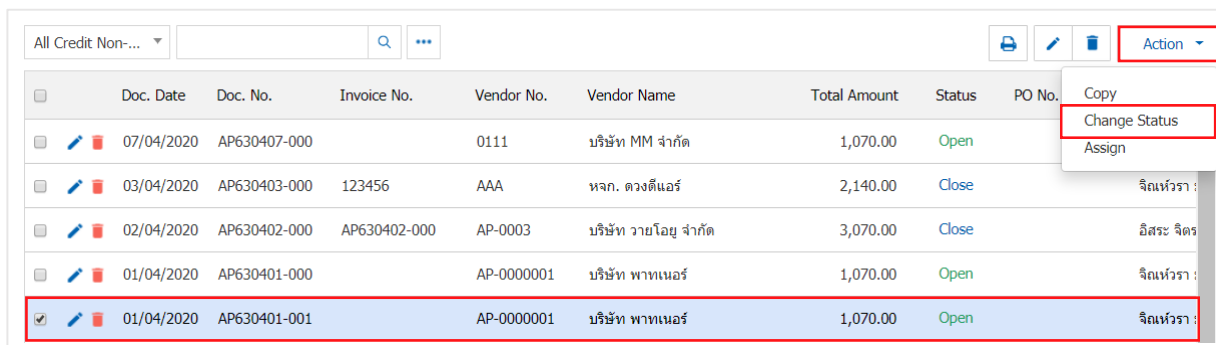


### Status Change Confirmation Credit Sale Non-Stock

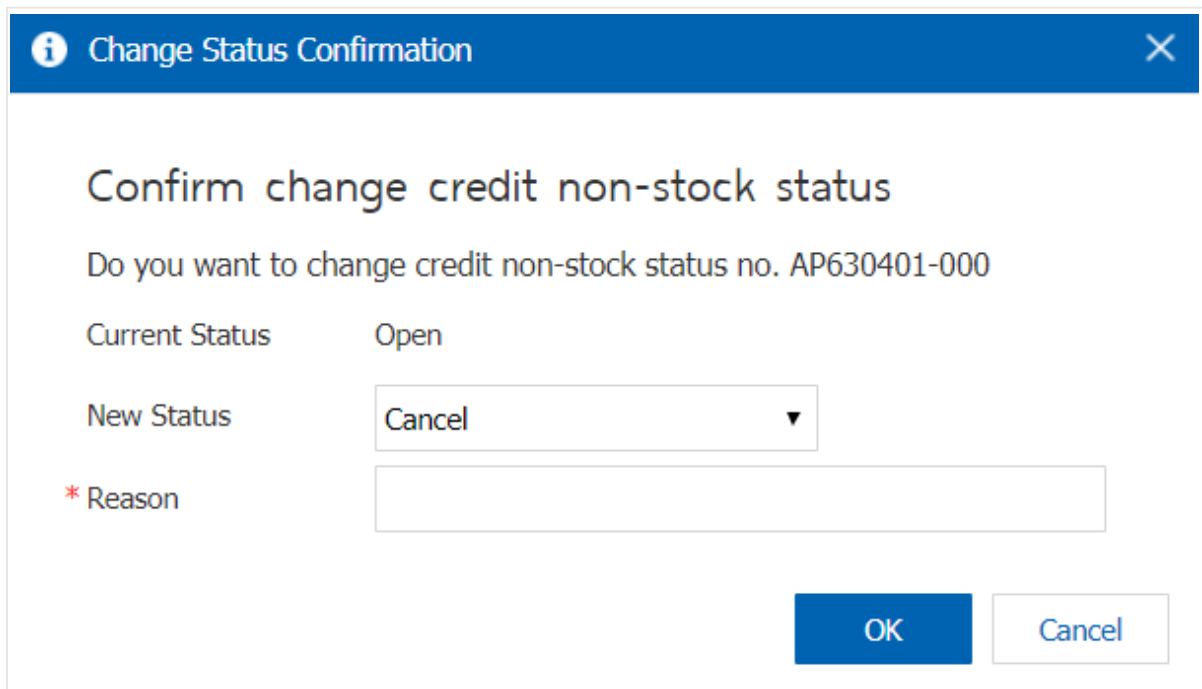
1. Users can confirm the status of the Credit Sale document by pressing the "SELECT Credit Sale-Stock" button to change the status of 1. Change status of Credit Sale Non-Stock All

Status change conditions are available

- The **Open** status to **Cancel** status
- **Partial**, **Close**, **Cancel**, the status cannot be changed from the original document. Another document reference has been closed or canceled



Doc. Date	Doc. No.	Invoice No.	Vendor No.	Vendor Name	Total Amount	Status	PO No.	Action
07/04/2020	AP630407-000		0111	บริษัท MM จำกัด	1,070.00	Open		Copy Change Status Assign
03/04/2020	AP630403-000	123456	AAA	หลก. ดวงดีแอนด์	2,140.00	Close		จัดห้รรา :
02/04/2020	AP630402-000	AP630402-000	AP-0003	บริษัท วายโอยู จำกัด	3,070.00	Close		อีสระ จิตร
01/04/2020	AP630401-000		AP-0000001	บริษัท พาทเนอร์	1,070.00	Open		จัดห้รรา :
01/04/2020	AP630401-001		AP-0000001	บริษัท พาทเนอร์	1,070.00	Open		จัดห้รรา :



**Change Status Confirmation**

Confirm change credit non-stock status

Do you want to change credit non-stock status no. AP630401-000

Current Status: Open

New Status:

\* Reason:

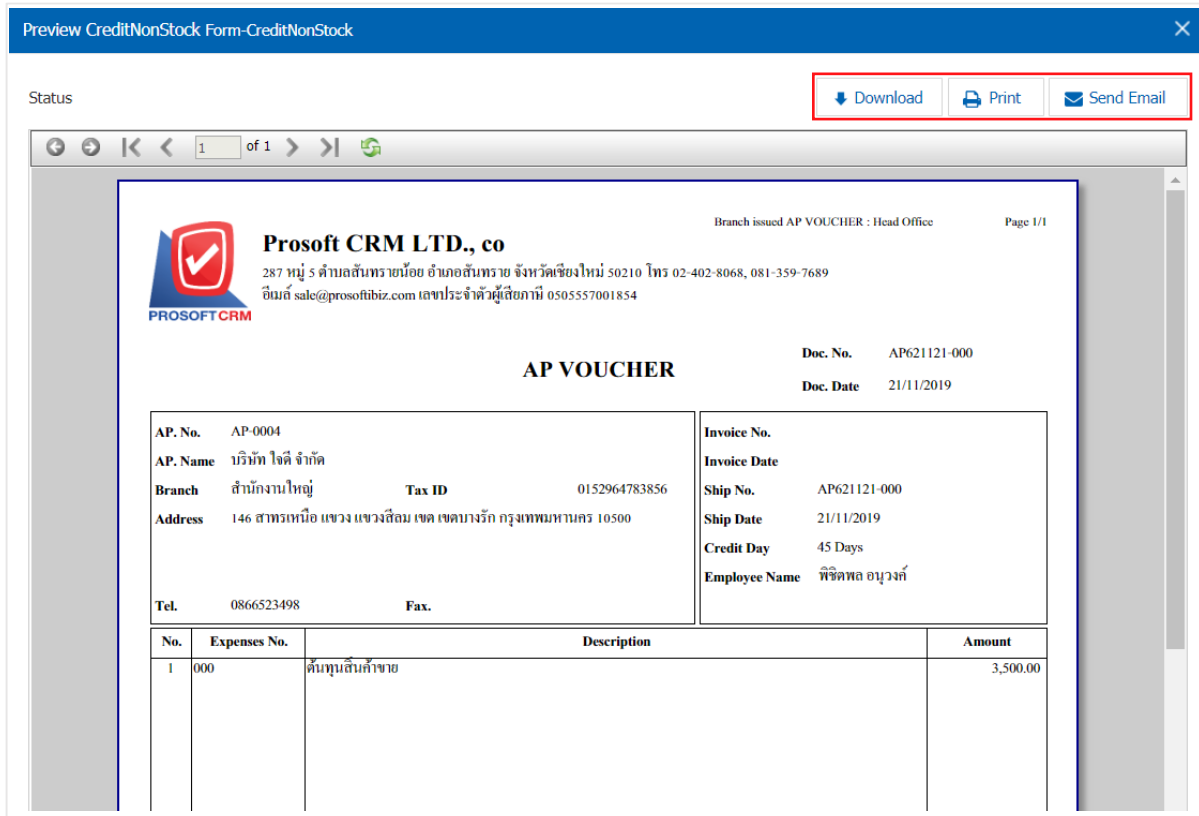
OK Cancel

### Download, print, and send e-mail a Credit Sale Non-Stock Document

1. When a user creates a Credit Sale-Stock finish, you need to download, print, or send an email to the user press the "Print" button in the upper right of the program screen. In the details screen, set the other accounts receivable to



2. The system will display a Credit Sale document form screen. The user can select the "Download" "Print" or "Send Email" button at the top right of the program screen, as required by the user. As Picture



No.	Expenses No.	Description	Amount
1	000	ต้นทุนสินค้าขาย	3,500.00

\* Note: A Credit-Stock document file is located in the .pdf extension.