

Bank Charged

Means to record bank charges such as bank charges, Interest expense are recognized as costs are paid by deductions from bank passbook of the company.

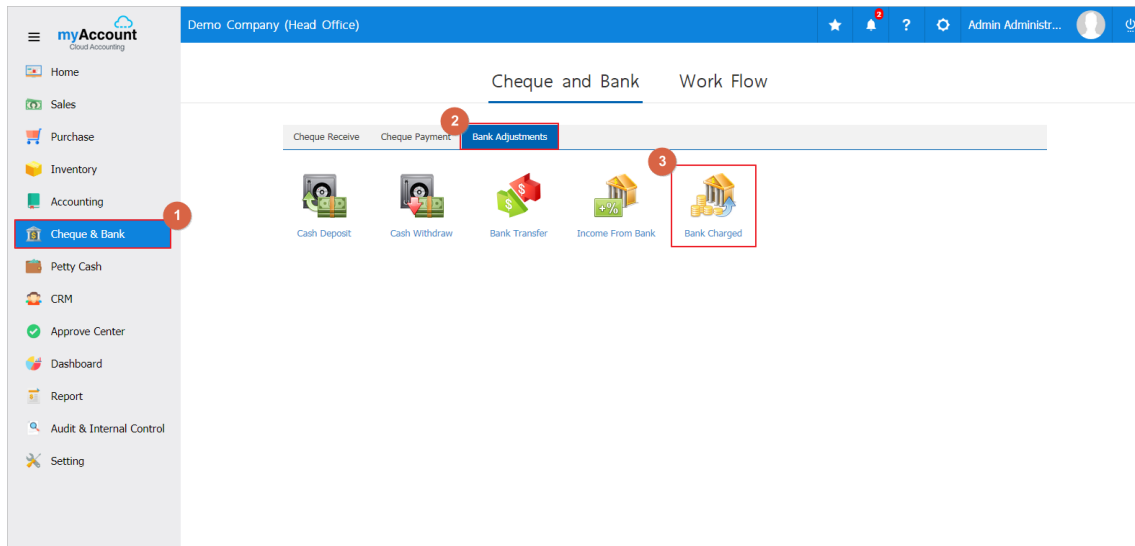
Window to save bank charges


The record will be broken out into 5 parts:

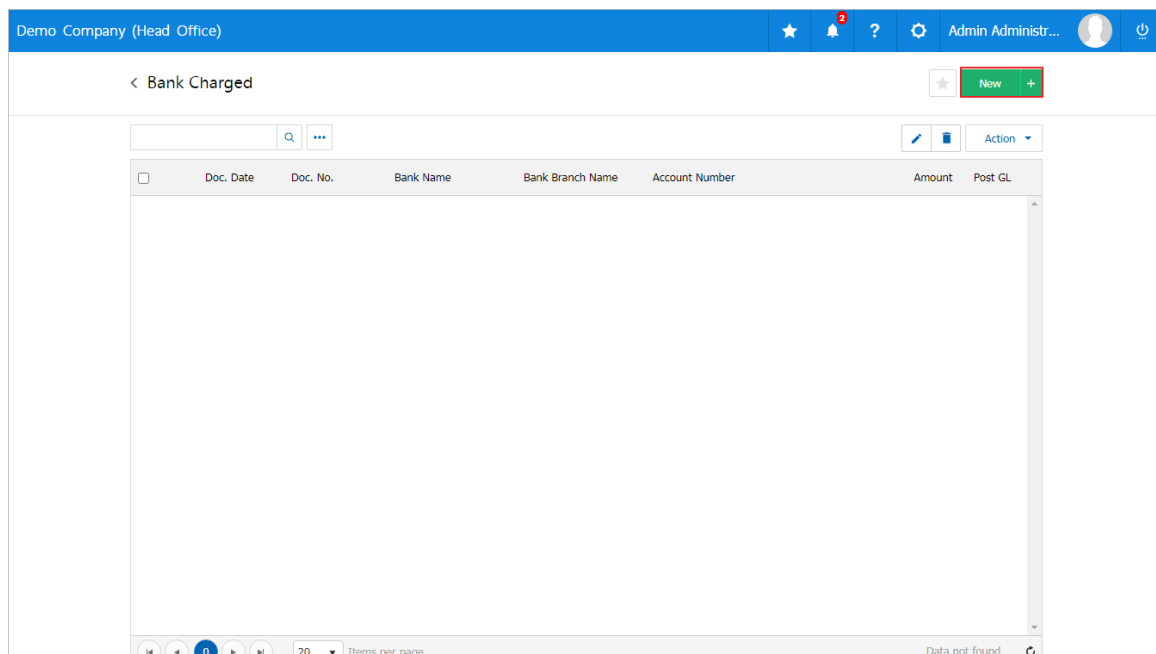
- **Tab Basic Data** is recorded details of the document, bank charges.
- **Tab WHT** is a detailed record of tax withholding
- **Tab Post GL** is recorded for accounting purposes. Post entries to take account of revenue. To the bank ledger.
- **Tab Note & Attachment** is to record the details. Description of Notes and criteria.
- **Tab Define Field** is the data that users generate more forms to fill out manually (Tab Define Field will only appear if it is set Define Field only).

Features save bank charges.

1. Record bank charges. The system can save costs banks directly. How to save money banks
The user can save the cost of a bank by pressing the "Cheque & Bank" > "Bank Adjustments"
> "Bank charges" in Figure

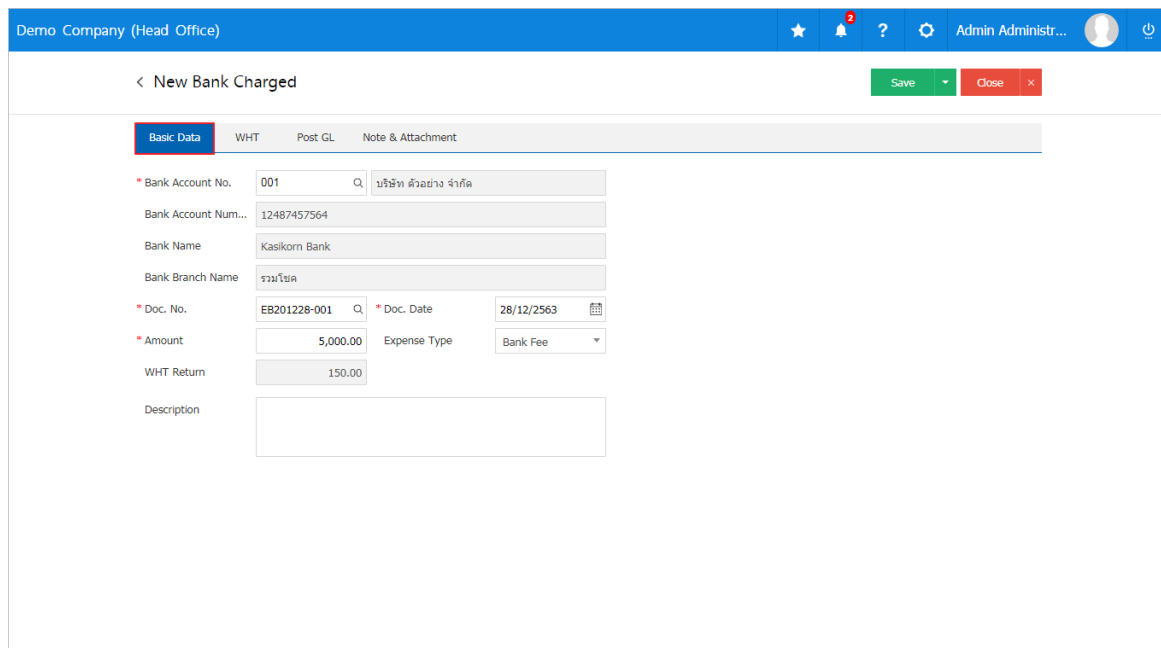


2. The system displays a list of bank charges, users can create new documents bank charges by pressing the  button at the top right of the screen as shown below.



3. Tab "Basic Data" is to record details of documents cost the bank passbook and ID number, name of bank passbook, document number, date document and amount. The user should fill in form marked " * " are required, the user can select the passbook. According to the income of banks by hitting the "Search code Passbook" The system will display a list of book data, total deposits, including code passbook of bank account numbers passbooks, bank name and branch of the bank account as Photos

* Note: data Bank, users can set the system to "Setting" > "Cheque & Bank" > "bank".



Demo Company (Head Office) Admin Administr...

< New Bank Charged

Save Close

Basic Data WHT Post GL Note & Attachment

* Bank Account No. 001

Bank Account Num... 12487457564

Bank Name Kasikorn Bank

Bank Branch Name บางนา/สาทร

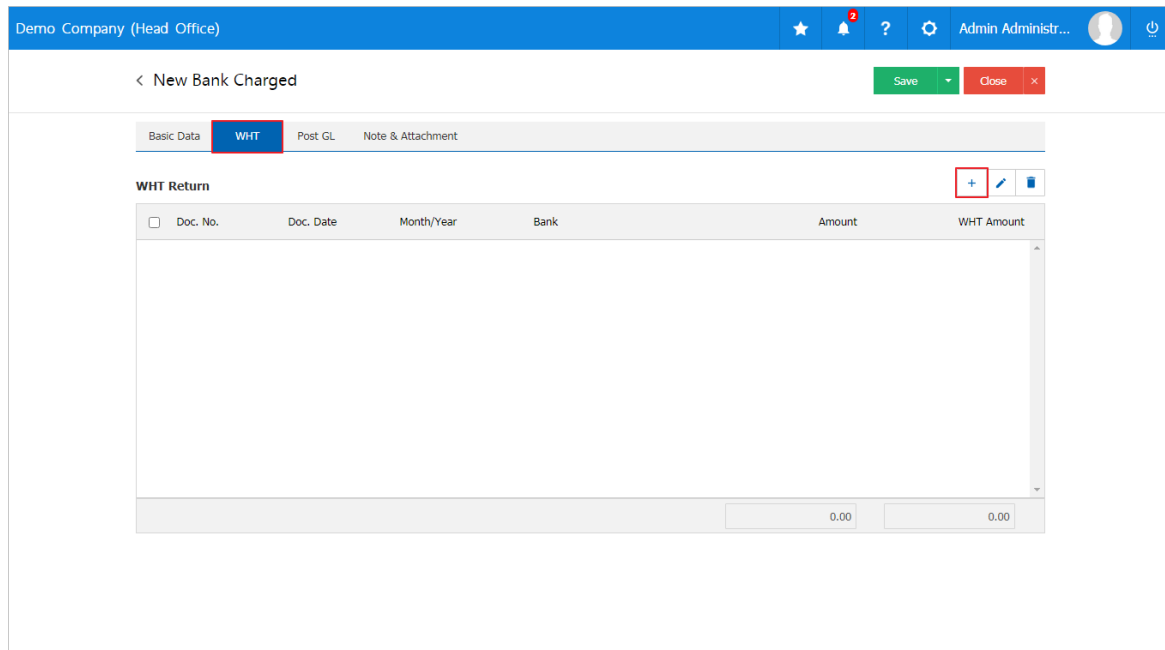
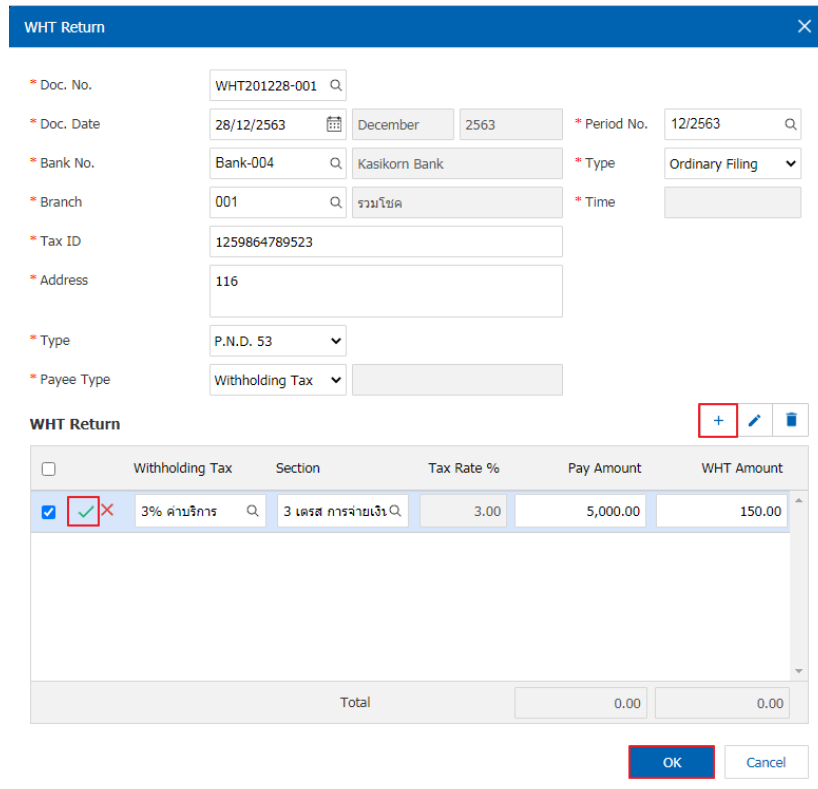
* Doc. No. EB201228-001 * Doc. Date 28/12/2563

* Amount 5,000.00 Expense Type Bank Fee

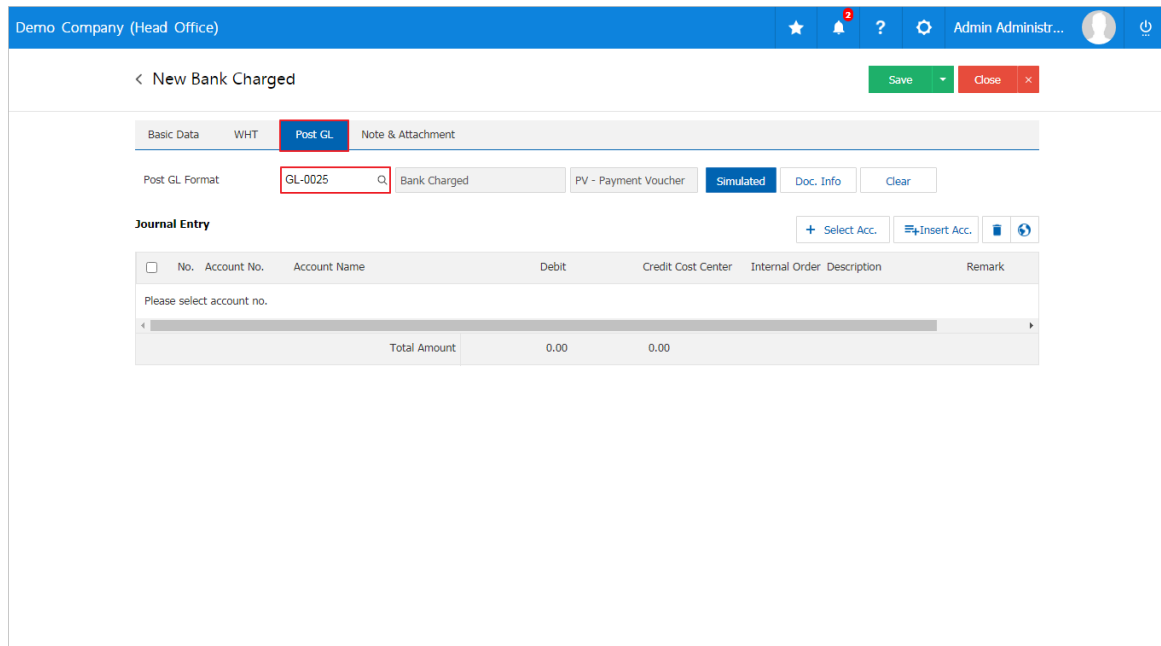
WHT Return 150.00

Description

4. In the Tab "WHT" is to save tax withholding in the case of tax withholding by pressing the "+" button will display the recorded tax withholding, a user should enter information on the form marked "*" are required, then press the "+" button to create a tax withholding users to "select type of tax" > "Enter the amount you pay" > then choose "✓" and click "OK" to save the data as the PS.

5. Tab "Post GL" is to save statement to the Post account of the revenue from the bank to the ledger. Users can click on the "Post GL format" system lists the documents connected GL, all the users select documents to GL desired Figure



Demo Company (Head Office)

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Save Close

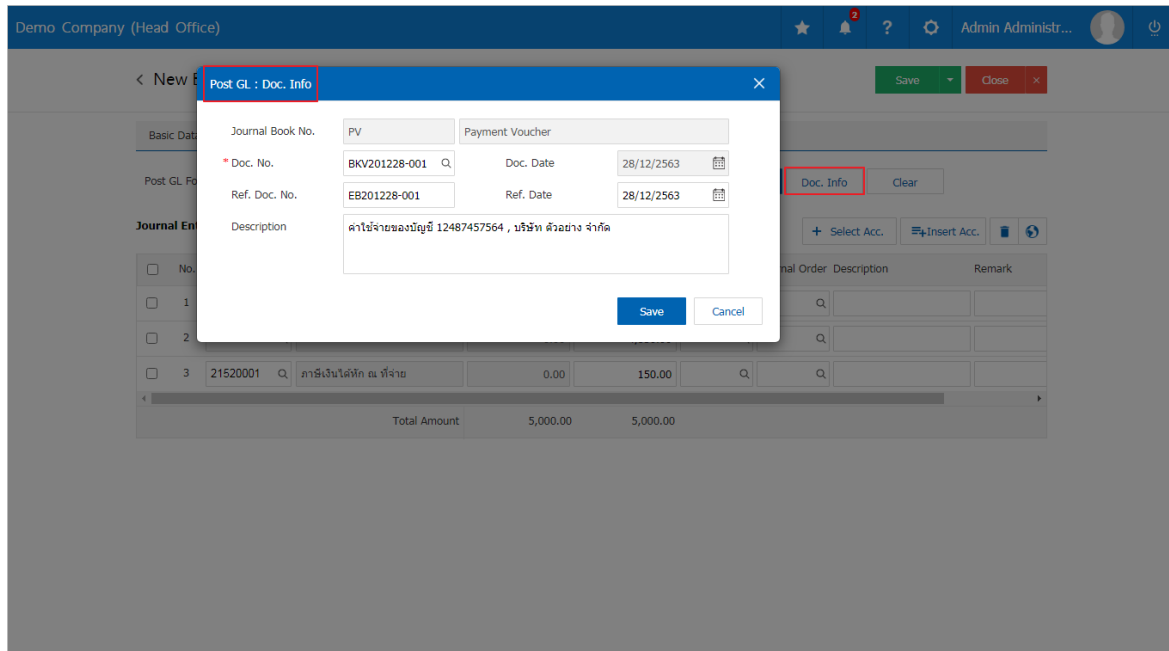
Basic Data WHT **Post GL** Note & Attachment

Post GL Format Bank Charged PV - Payment Voucher Simulated Doc. Info Clear

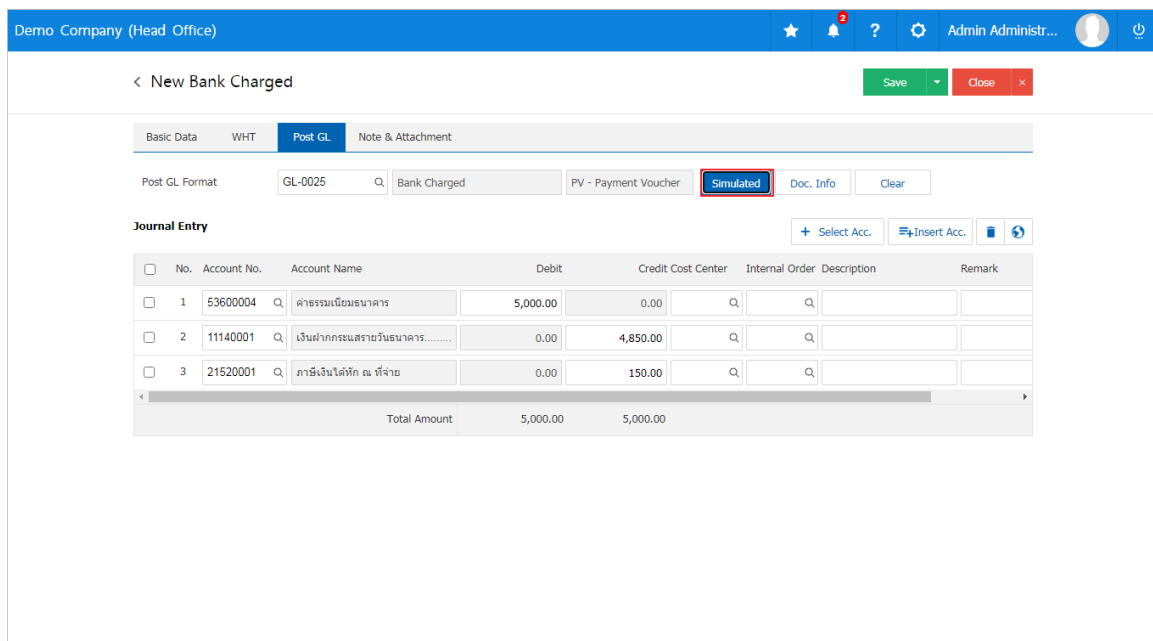
Journal Entry + Select Acc. Insert Acc. Refresh

No.	Account No.	Account Name	Debit	Credit Cost Center	Internal Order	Description	Remark
Please select account no.							
Total Amount			0.00	0.00			

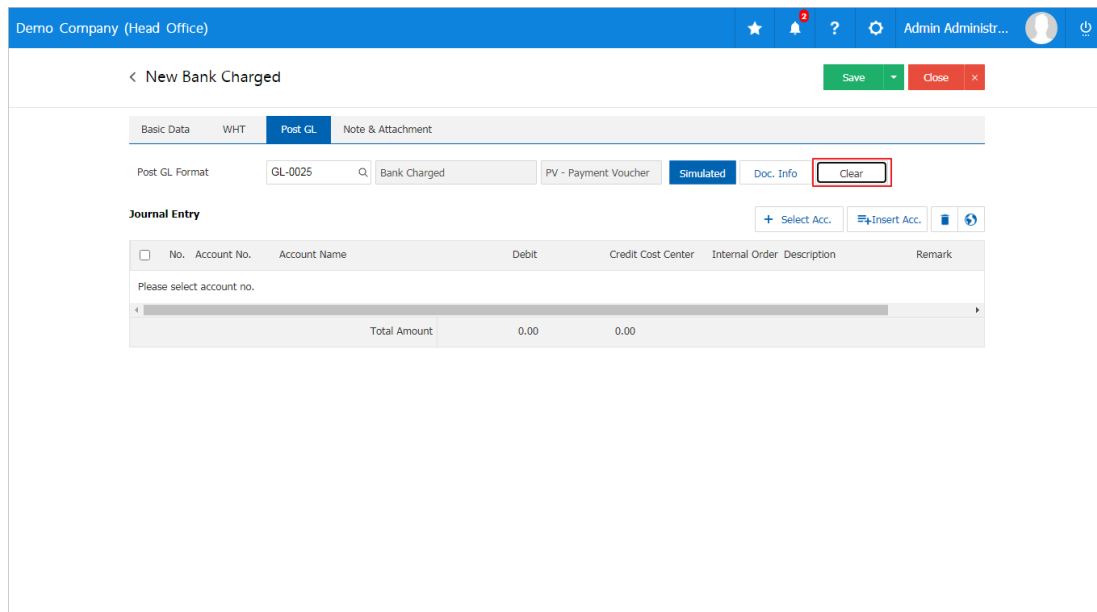
6. Then the user presses the "Simulated" system of accounting by automatically as users are tied in GL link as the picture.



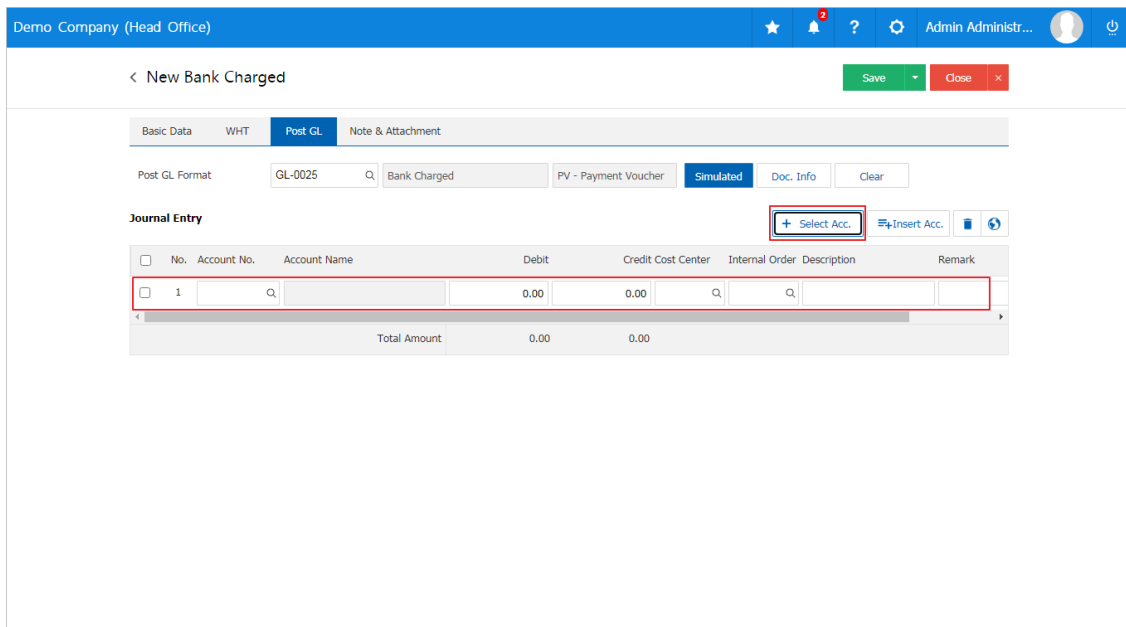
7. When the user presses the "Doc. Info" to browse to the document number, Reference Document, Date reference and description to record daily figure



8. When the user presses the "Clear" button to delete all entries displayed in Figure

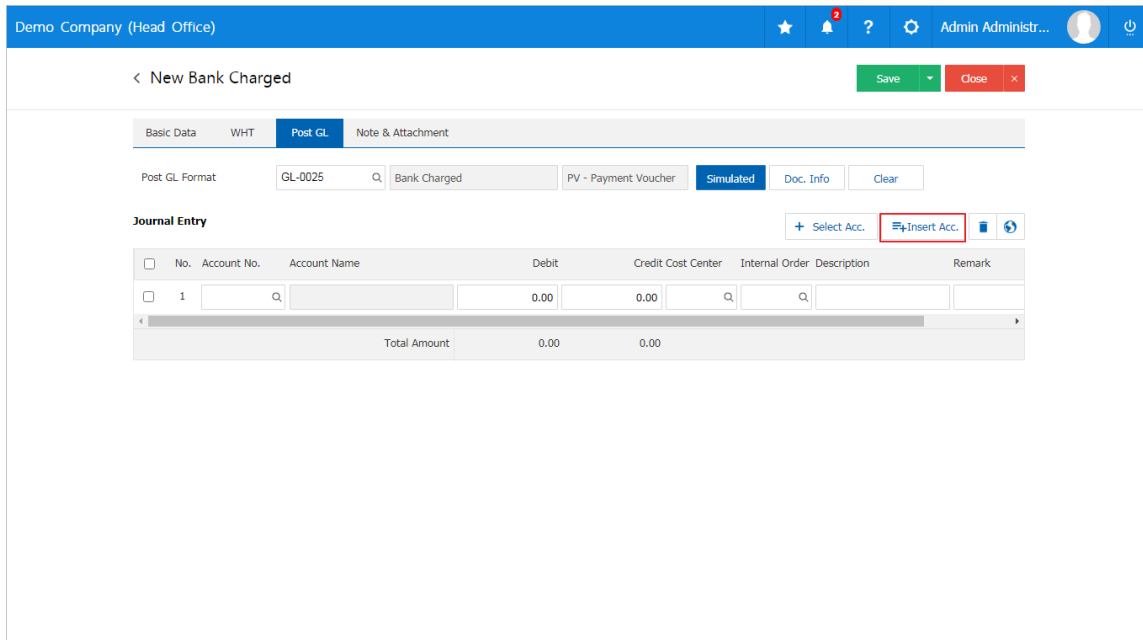


9. When the user presses the "+ Select Acc." the increase posted increases below

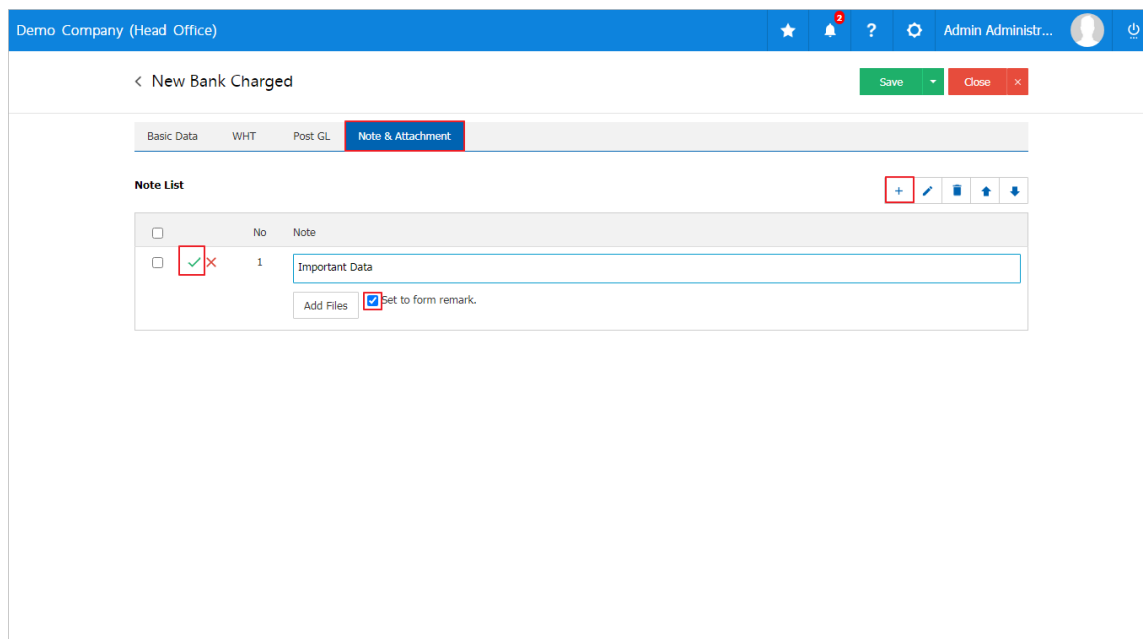


* **Note:** the user must make the Check box "Edit GL" to be added or edit entries to the "Document to the GL"

10. Users can insert between the accounts of others. The first entry, then press the "Insert" will show exactly where the top of the account to add selected items as shown below.



11. In the Tab "Note & Attachment" is to note the bill. Users can specify the notes you want by pressing the "+" > "specify the desired" > check in the box if you want Note as shown on the form" 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. To be referenced in bank charges, users can "attach" documents other.

12. After the check is complete, press the "  " button at the top right of the screen to save the document. Bank charges the recorded data can be saved into 3 types:

- Save is to save the cost of a normal bank. Available data show that the record is complete.
- Save & New to save and open documents, records bank charges when users save documents bank charges already. The system will display the New Data Documents immediately.
- Save & Close to save and return to the list of bank charges. When a user logs the document has already cost the bank. The system will display a list back bank charges immediately.

