



Cheque Payment Void

Means recording cheque payment void payable to creditors. When recording on cheque error.

Cheque payment void windows to save.

The recorded data is divided into 3 parts :

- **Tab Basic Data** recorded details of the document cheque payment void.
- **Tab Note & Attachment** is added to the profile. Description of Notes and criteria.
- **Tab Define Field** is the data that users create a form to fill out more information on manually (Tab Define Field will only appear if it is set Define Field only).

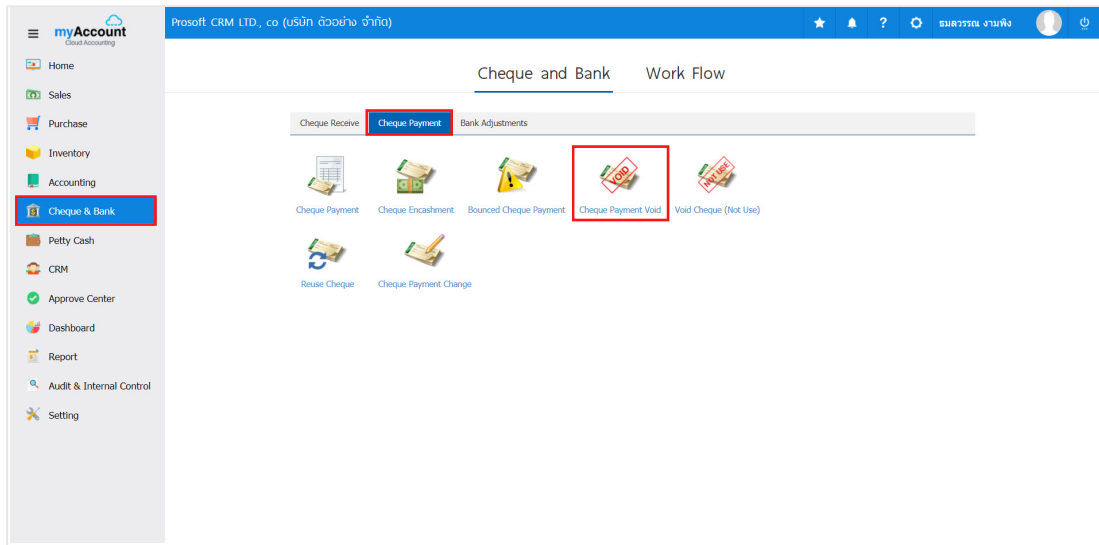
The document cheque payment void.

Recording cheque payment void. can record two formats :

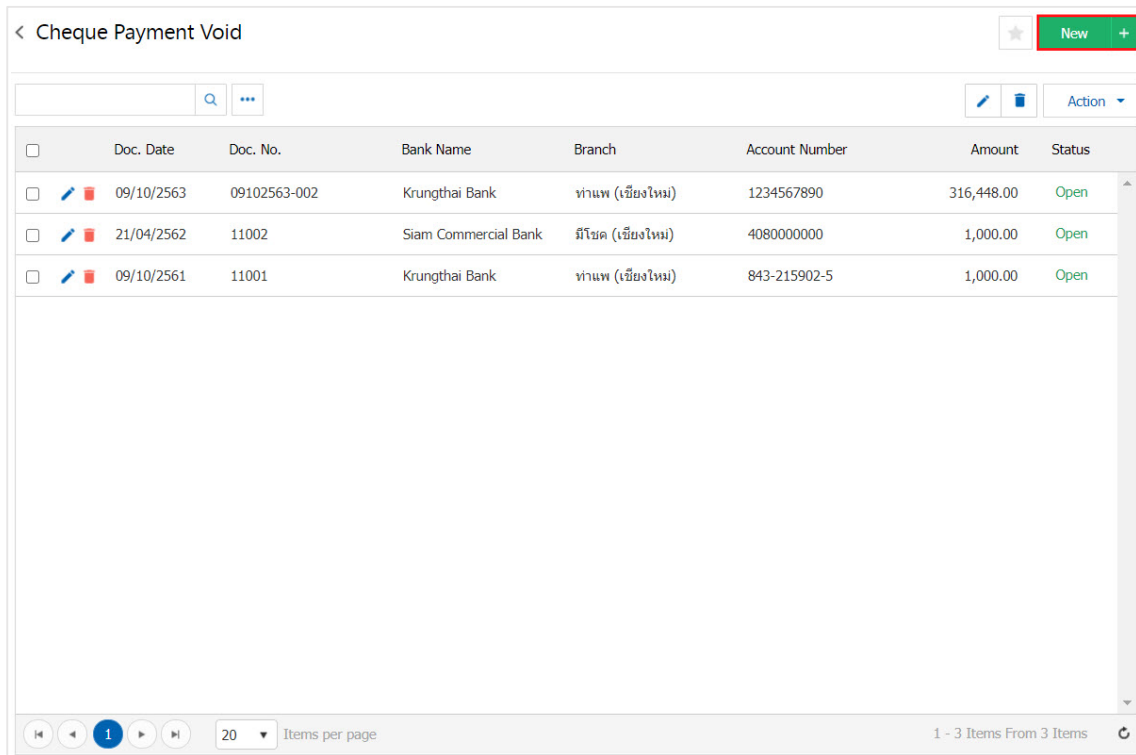
- Document cheque payment void the system directly cheque.
- Document cheque payment void with a quote from cheque payment void application retrieves important document number days. The bank branch document No. cheque date on cheque. And amounts shown in cheque payment void automatically, users can update to complete.

The document cheque payment void

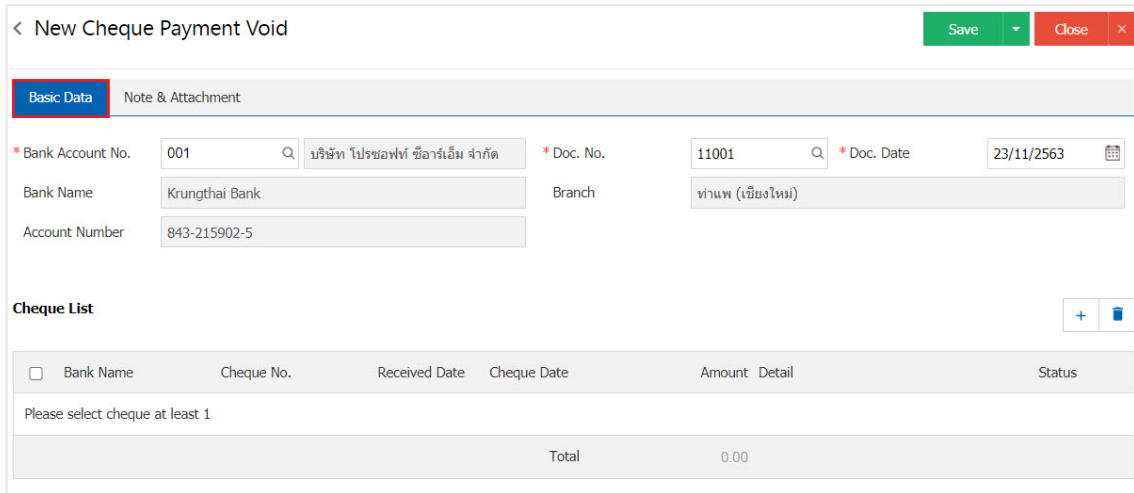
1. Users can save documents cheque payment void by pressing the Menu "Cheque & Bank" > "Cheque Payment" > "Cheque payment Void" as shown in Figure.



2. The system will then display a list cheque. payment void users to create documents cheque payment void by pressing "New" button at the top right of the screen shown in Figure.



3. In the Tab "Basic Data" is to save the details of the document cheque payment void such as Bank Account No., Document No., Document Date, Bank Name, Branch, Account Number Cheque Detail. Users should fill. In form marked "*" are required Figure.



New Cheque Payment Void [Save] [Close]

Basic Data | Note & Attachment

* Bank Account No. 001 บริษัท โปรซอฟท์ ซิสเต็ม จำกัด * Doc. No. 11001 * Doc. Date 23/11/2563

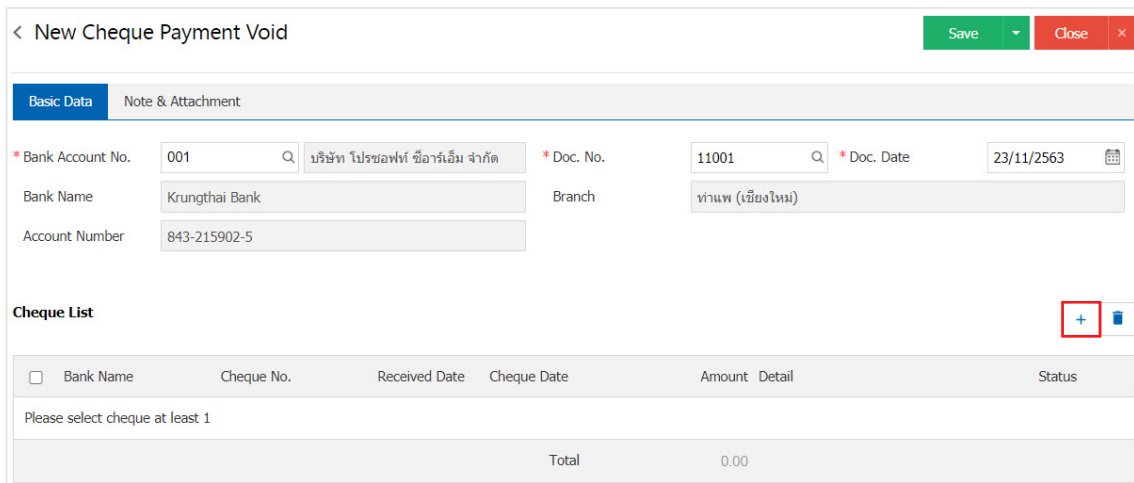
Bank Name Krungthai Bank Branch ท่าแพ (เชียงใหม่)

Account Number 843-215902-5

Cheque List [+] [🗑️]

<input type="checkbox"/>	Bank Name	Cheque No.	Received Date	Cheque Date	Amount	Detail	Status
Please select cheque at least 1							
					Total	0.00	

4. Users can select cheque payment void by the user cheque out to creditors by pressing "+" button below.



New Cheque Payment Void [Save] [Close]

Basic Data | Note & Attachment

* Bank Account No. 001 บริษัท โปรซอฟท์ ซิสเต็ม จำกัด * Doc. No. 11001 * Doc. Date 23/11/2563

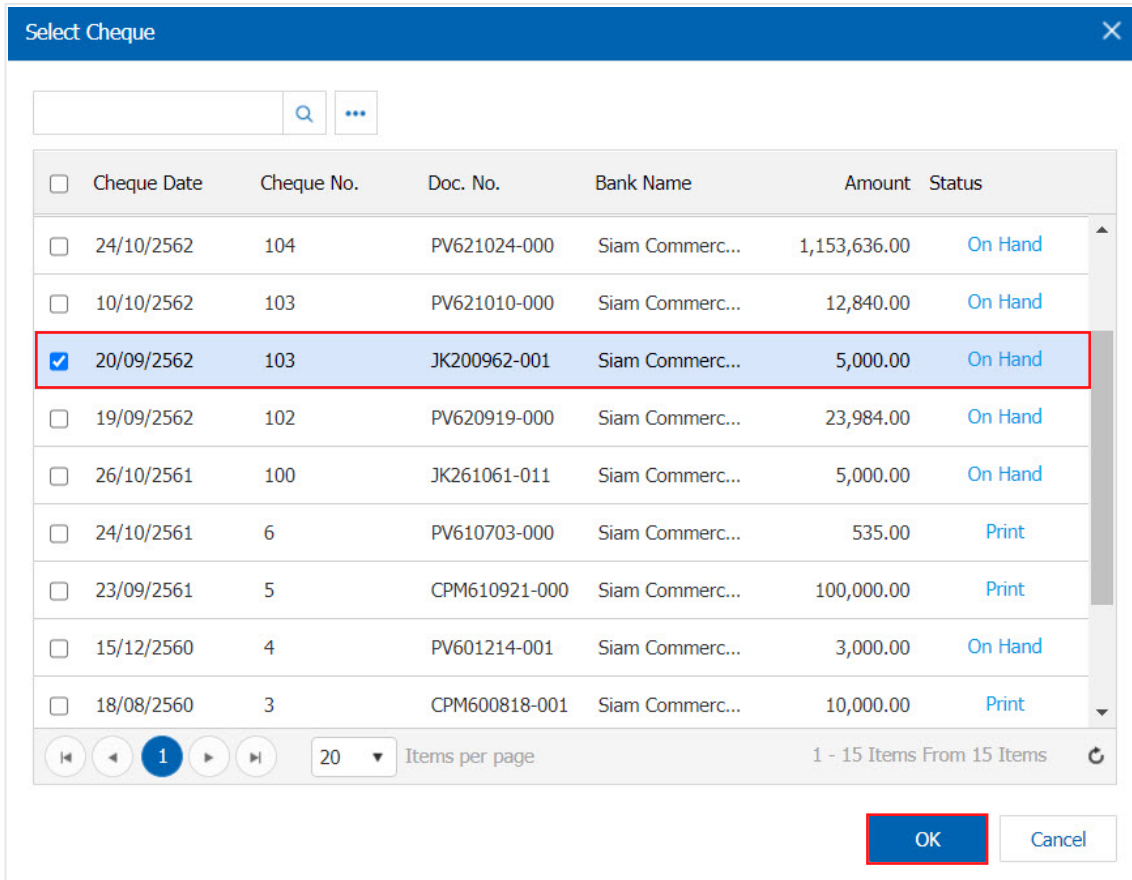
Bank Name Krungthai Bank Branch ท่าแพ (เชียงใหม่)

Account Number 843-215902-5

Cheque List [+] [🗑️]

<input type="checkbox"/>	Bank Name	Cheque No.	Received Date	Cheque Date	Amount	Detail	Status
Please select cheque at least 1							
					Total	0.00	

5. The system lists all documents cheque payment users select the document you want to cancel cheque payment Figure.

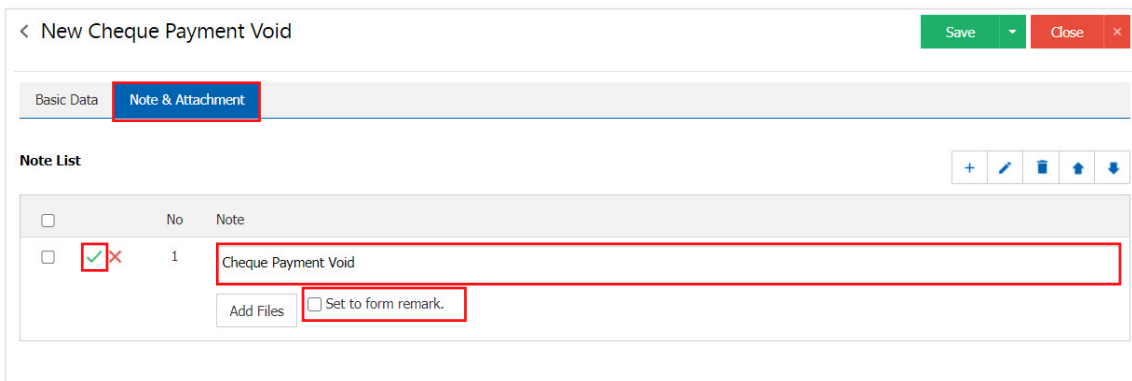


<input type="checkbox"/>	Cheque Date	Cheque No.	Doc. No.	Bank Name	Amount	Status
<input type="checkbox"/>	24/10/2562	104	PV621024-000	Siam Commerc...	1,153,636.00	On Hand
<input type="checkbox"/>	10/10/2562	103	PV621010-000	Siam Commerc...	12,840.00	On Hand
<input checked="" type="checkbox"/>	20/09/2562	103	JK200962-001	Siam Commerc...	5,000.00	On Hand
<input type="checkbox"/>	19/09/2562	102	PV620919-000	Siam Commerc...	23,984.00	On Hand
<input type="checkbox"/>	26/10/2561	100	JK261061-011	Siam Commerc...	5,000.00	On Hand
<input type="checkbox"/>	24/10/2561	6	PV610703-000	Siam Commerc...	535.00	Print
<input type="checkbox"/>	23/09/2561	5	CPM610921-000	Siam Commerc...	100,000.00	Print
<input type="checkbox"/>	15/12/2560	4	PV601214-001	Siam Commerc...	3,000.00	On Hand
<input type="checkbox"/>	18/08/2560	3	CPM600818-001	Siam Commerc...	10,000.00	Print

20 Items per page 1 - 15 Items From 15 Items

OK Cancel

6. Tab "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.



New Cheque Payment Void Save Close

Basic Data Note & Attachment

Note List

<input type="checkbox"/>	No	Note
<input checked="" type="checkbox"/>	1	Cheque Payment Void

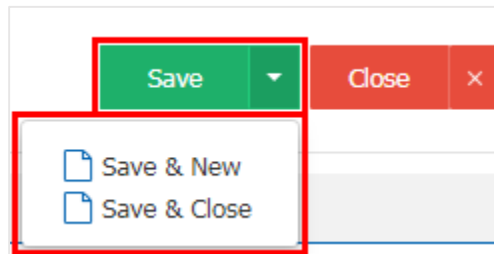
Add Files Set to form remark.

* Note: The " ↑ " and " ↓ " to scroll the text up. Or according to user requirements.

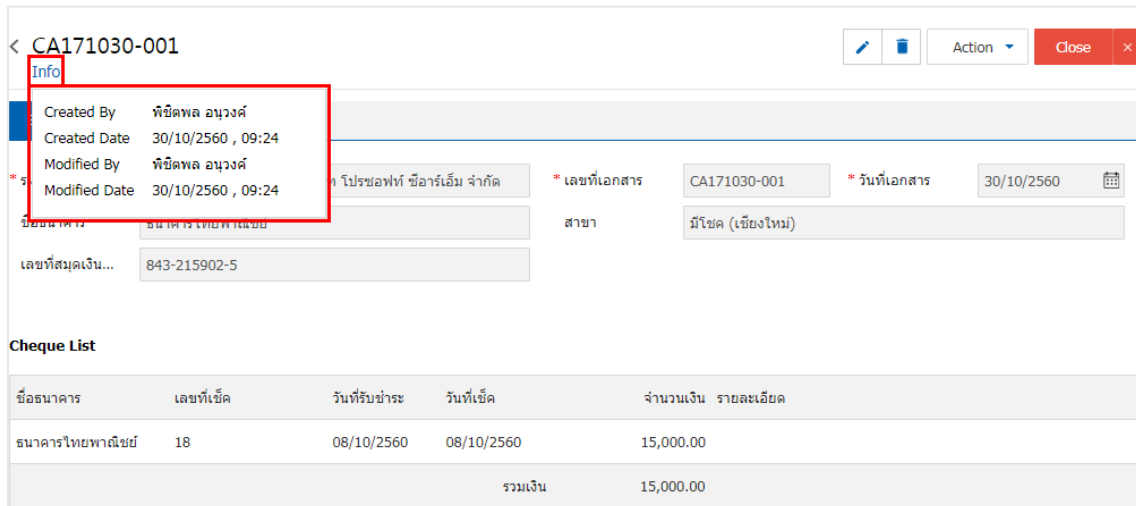
* Note: If the user has other documents. To be a reference in the document cheque payment void the user can "Add Files" other documents.

7. After the check is complete, press the "Save" button at the top right of the screen to save the document canceled. pay check The recorded data can be saved into 3 types.

- **Save** the document cheque payment void with regular information has successfully saved.
- **Save & New** to save and open documents log cheque payment void when a new user logs on. Information document cheque payment void already. The system will display the recorded document cheque payment void immediately.
- **Save & Close** to save and return to the list cheque payment void when users save documents cheque payment void already. The system will display a list back cheque payment void immediately.



8. The document creation and editing cheque payment void cheque payment void the user can press the "Info" After the recording is finished. On the left side of the screen as shown below.



CA171030-001

Info

Created By พิชิตพล อณรงค์
Created Date 30/10/2560 , 09:24
Modified By พิชิตพล อณรงค์
Modified Date 30/10/2560 , 09:24

โปรซอฟท์ ซิวาร์เอ็ม จำกัด * เลขที่เอกสาร CA171030-001 * วันที่เอกสาร 30/10/2560

มีโชค (เชียงใหม่) สาขา

เลขที่สมุดเงิน... 843-215902-5

Cheque List

ชื่อธนาคาร	เลขที่เช็ค	วันที่รับชำระ	วันที่เช็ค	จำนวนเงิน	รายละเอียด
ธนาคารไทยพาณิชย์	18	08/10/2560	08/10/2560	15,000.00	
รวมเงิน				15,000.00	