

## Payee Vendor Check Processing

AP-1104

### Overview

This Extended Solution to the Accounts Payable module allows you to designate a separate 'payee' vendor on an invoice via a Custom Office UDF. This payee vendor's name and address can be printed on checks.



The Custom Office module must be activated in order for this to function. Additional functionality is available if CM-1001: *Enhanced Custom Office User Defined Fields* is installed.

### Installation

Before installing this Extended Solution, please verify that the version level(s) printed on the CD label are the same as the version level(s) of the MAS 90 MAS 200 module(s) you are using. For further information, please see the Upgrades and Compatibility section below. Check your Shipping Manifest for a complete list of Extended Solutions shipped.

For detailed installation instructions, please refer to the Sage website at:

[http://support.sagesoftwareonline.com/mas/extended\\_solutions/main.cfm](http://support.sagesoftwareonline.com/mas/extended_solutions/main.cfm)

### ***Installing Your Extended Solutions Under Windows From a CD***

If you have the *autorun* function turned on for your PC, the installation program will start up automatically. If not, find the **autorun.exe** file on your CD-ROM drive and double-click it to start the installation program. Follow the on-screen instructions.

### **From the Sage FTP site**

When your Extended Solution is ready to be downloaded, you will receive an email from 'extendedsolutions.na@sage.com' telling you that it is ready. The email will contain the Customer Name, Cross Reference, a case-sensitive Password, a link via which you can download your Extended Solution, instructions, and a Shipping Manifest. If you have any problems with this order, please email [extendedsolutions.na@sage.com](mailto:extendedsolutions.na@sage.com) and we will assist you during normal business hours.

### ***Extended Solutions Control Center***

Installing any Extended Solution will add an Extended Solutions Control Center to the MAS 90 MAS 200 Library Master Utilities menu. When you open the Control Center, the following options will be available:

- Extended Solutions Manuals
- Remove Extended Solutions
- Unlock Extended Solutions

## Extended Solutions

- Merge Installation Files
- Extended Solutions Setup options

### Setup

Upon completion of software installation, you will need to access Extended Solutions Setup from the Accounts Payable Setup menu. Select this part number and the Setup screen for this Extended Solution will appear (Figure 1). Check the 'Enable Extended Solution' box to activate this Extended Solution. The manual for this Extended Solution can be viewed by clicking the 'Manual' button next to the 'Enable Extended Solution' check box. It can also be viewed via the Extended Solutions Control Center (see Installation, above).

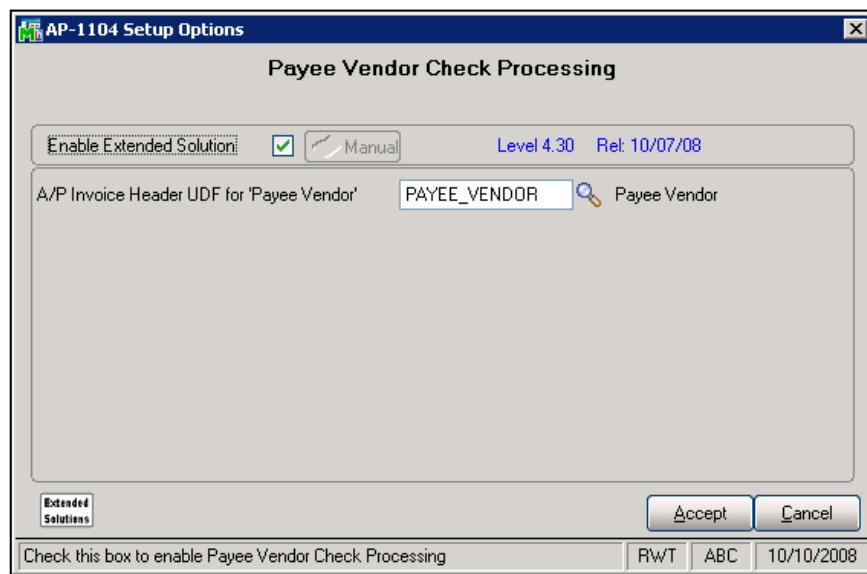


Figure 1

Answer the following prompts:

**A/P INVOICE UDF FOR 'PAYEE VENDOR':** Define the Custom Office A/P Invoice UDF that will hold the payee vendor number. This UDF must be string, upper, or vendor type\*, and at least 9-character long.

\*Vendor type UDF is available only if CM-1001: *Enhanced Custom Office User Defined Fields* is installed and enabled.

You will need to setup like-named UDFs in AP\_INVOICEHEADER, AP\_INVOICEHEADERPOSTING, and AP\_OPENINVOICE, all data sourced from one to the other so that the Payee Vendor number is part of the AP\_OpenInvoice table.

## Extended Solutions

You should visit this Setup screen after each upgrade or reinstallation of this Extended Solution.

**Role Maintenance**

The following Task has been added to Accounts Payable, Setup Options:

- Extended Solutions Setup

Please review your security setup in Role Maintenance and make appropriate changes.

**Operation***Invoice Entry*

Each invoice which should be paid to a different vendor will need to have that Vendor Number in the specified UDF. When an invoice with a Payee Vendor is accepted, the 'Separate Check' flag will be set to checked. The user will not be able to override the flag.

*Check Printing*

The APCheckWrk file has been modified with the name and address of the payee vendor. You should replace the existing vendor name and address fields on your check form with the new fields.

If the payee vendor UDF is blank or contains an invalid vendor number, the invoice vendor information will be written to the new fields.

If there are multiple invoices on a check, the payee from the first invoice will be the payee for that check.



The features described above are not supported in Manual Check Entry.

**ODBC Dictionary**

The files listed below have been added or changed in the ODBC Dictionaries by this Extended Solution for Crystal Reports purposes.

**File**

AP\_CheckWrk

**Fields**

PayeeName  
PayeeAddressLine1  
PayeeAddressLine2  
PayeeAddressLine3  
PayeeCity  
PayeeState  
PayeeZip  
PayeeCountryCode

## What's New

With the 10-17-08 release:

- Converted to the business framework

## Upgrades and Compatibility

The installation CD is labeled with the version of the MAS 90 MAS 200 module for which this Extended Solution was prepared. This Extended Solution will check its compatibility with the appropriate MAS 90 MAS 200 modules and will be disabled if an incompatibility is found. If you upgrade your MAS 90 MAS 200 modules, this Extended Solution must be upgraded as well. Your MAS 90 MAS 200 dealer can supply this upgrade.

## Documentation

Only changes made to the standard operation of MAS 90 MAS 200 have been documented in this manual. Operations not documented in this manual are standard procedures of MAS 90 MAS 200 processing. Standard MAS 90 MAS 200 processes, data entry screens, inquiry screens, reports, updates, etc., have not been changed unless addressed in this document.

Parts of this document may refer to the *Specific Purpose Rule*. When referenced, the described feature was developed for a specific client to their specifications and may not conform to generally accepted MAS 90 MAS 200 standards and procedures. These features may or may not benefit you in your application of MAS 90 MAS 200.

## Acknowledgments

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