



MultiCurrency for A/R & S/O For Sage 100 2015

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Installation Instructions and Cautions

PLEASE NOTE: SAGE 100 must already be installed on your system before installing any IIG enhancement. If not already done, perform your SAGE 100 installation and setup now; then allow any updating to be accomplished automatically. Once SAGE 100 installation and file updating is complete, you may install your IIG enhancement product by following the procedure below.

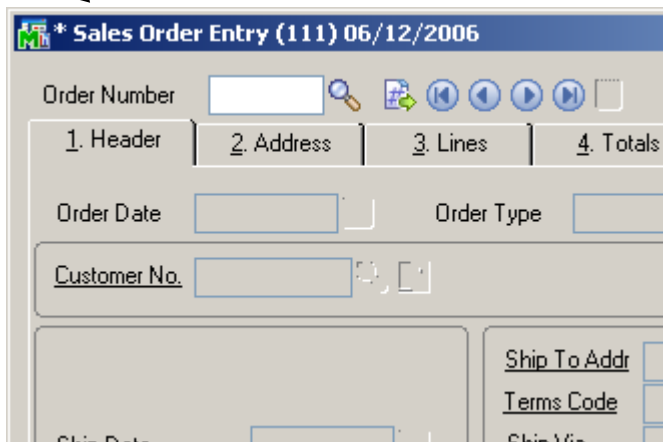
Wait! Before You Install – Do You Use CUSTOM OFFICE?

THIS IS AN IMPORTANT CAUTION: If you have Custom Office installed, **and** if you have modified any SAGE 100 screens, you must run **Customizer Update** after you do an enhancement installation.

But wait! BEFORE you run **Customizer Update**, it is very **important** that you **print all of your tab lists**. Running **Customizer Update** will clear all Tab settings; your printed tab list will help you to reset your Tabs in Customizer Update. **Custom Office** is installed on your system if there is an asterisk in the title bar of some of the screens. The asterisk indicates that the screen has been changed.

An **asterisk** in a window's title bar indicates that the screen has been modified. This means that **Custom Office** is installed.

Follow all the instructions on this page before you run **Customizer Update!**



Registering IIG products

IIG Enhancement should be registered to be able to use it. If registration is not performed, the enhancement will work in a demo mode for a limited time period. The registration can be still done during the demo period.

Select the **IIG Product Registration** program under the **Library Master Setup** menu of the SAGE 100.

If this option is not listed under the Library Master Setup menu, go to the main menu, and select **Run** from the **File** menu. Type in SVIIGR and click **OK**.

| Enhancement | Level | Release Date | Serial Number | Unlocking Key |
|-----------------|-------|--------------|------------------|---------------|
| IIG Enhancement | 5.10 | | AAAAAAAAAAAAAAAA | BBBBB |
| IIG Enhancement | 5.20 | | AAAAAAAAAAAAAAAA | BBBBB |

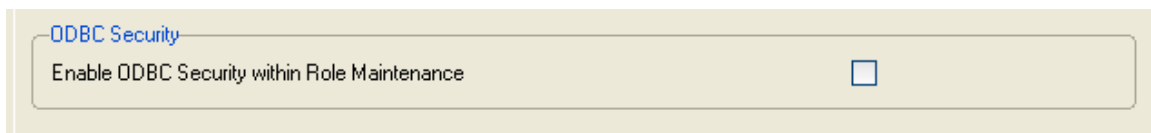
Enter **Serial Number** and **Unlocking Key** provided by IIG, and click **OK**.

If multiple IIG Enhancements are installed, Serial Numbers and Unlocking Keys should be entered for each enhancement.

Use the **Print Registration Form** button to print IIG Registration Form.

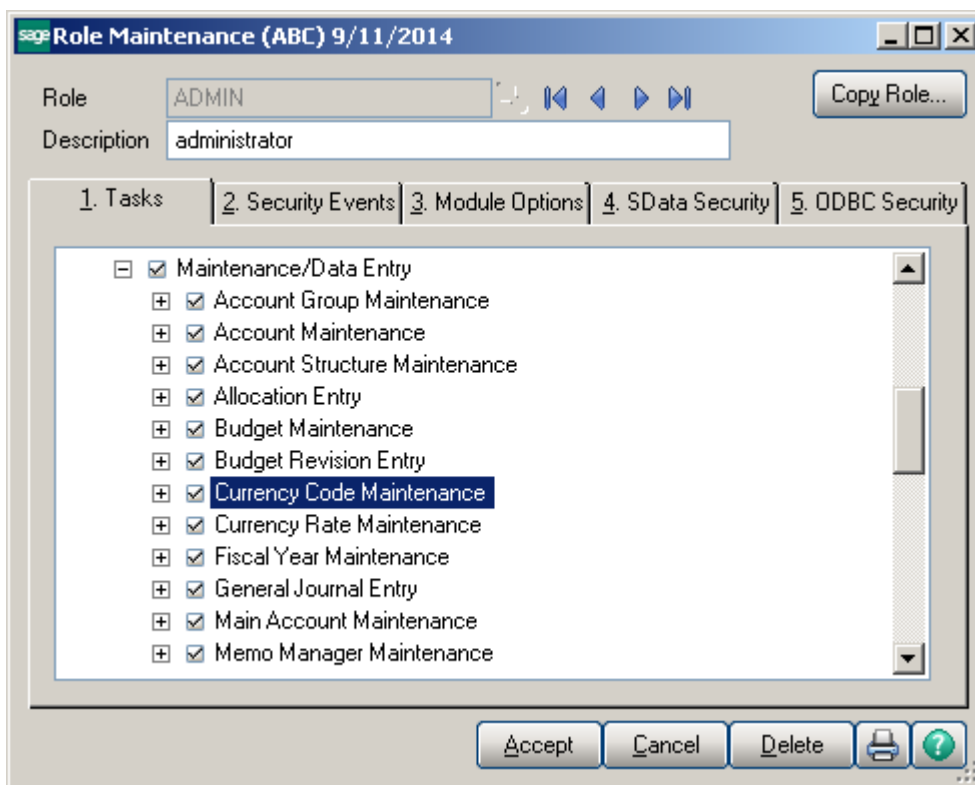
ODBC Security

After installing an **IIG Enhancement**; it is **very important to verify** whether or not the **Enable ODBC Security within Role Maintenance** check box is selected in the **System Configuration** window of your system. If it is selected you must assign ODBC security permissions and allow access to custom data tables/fields for the Roles defined in your system.



Role Maintenance

After installing an **IIG Enhancement**, permissions must be configured for newly created Tasks and Security Events.



Introduction

The MCR enhancement provides the Sage 100 (formerly Sage ERP, MAS 90, MAS 200) user with the ability to setup multiple currencies, with their default rates, and rates for any selected date.

Each Customer can be set a default currency and its rate to be used as default.

Item's last price can be set in the Inventory Maintenance in specified currency.

Sales Orders and Invoices can be processed in currency. The currency and rate are loaded when selecting customer, and can be changed there. Unit Prices, Extensions, and Totals are displayed both in the selected currency and the main currency of the system (USD).

Calculations can be done based on the rate of the Sales Order date or Cash Receipt date.

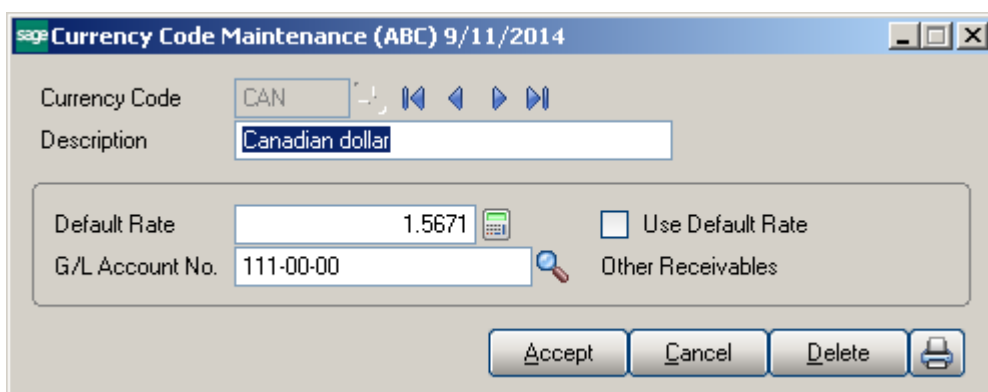
You can print reports in currency using the exchange rate. This enhancement is important for any company transacting in more than one currency.

General Ledger Setup

IIG has added two options in the General Ledger Setup menu. The **Currency Code Maintenance** screen allows you to enter any currency and set up a default rate. The **Currency Rate Maintenance** screen allows the user to change the rate of the existing currency at any time.

Currency Code Maintenance

Select **Currency Code Maintenance** from the General Ledger Setup menu. The following screen will appear:



The screenshot shows a software window titled "Currency Code Maintenance (ABC) 9/11/2014". It features several input fields and controls:

- Currency Code:** A text box containing "CAN" with navigation arrows to its right.
- Description:** A text box containing "Canadian dollar".
- Default Rate:** A text box containing "1.5671" with a calendar icon to its right.
- Use Default Rate:** An unchecked checkbox.
- G/L Account No.:** A text box containing "111-00-00" with a magnifying glass icon to its right.
- Other Receivables:** A text box.
- Buttons:** "Accept", "Cancel", "Delete", and a printer icon.

Currency Code: Enter numbers or letters up to four characters.

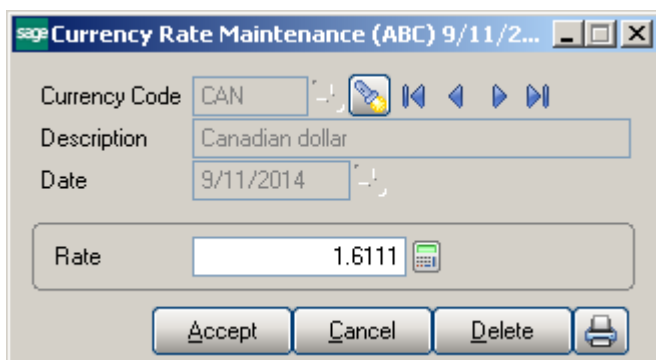
Description: Enter the name of the currency.

Default Rate: Enter the rate of the currency and check the **Use Default Rate** box to designate the Default Rate as the rate to be used when working in the Accounts Receivable and Sales Order systems.

G/L Account Number: Choose G/L Account from the list by clicking the Lookup button, or enter it manually. This account will be used when balancing currency rate fluctuations over time.

Currency Rate Maintenance

The **Currency Rate Maintenance** screen allows you to adjust the currency rate due to the daily/weekly/monthly fluctuations in international exchange rates. Select **Currency Rate Maintenance** from the General Ledger Setup menu. The following screen will appear:



The screenshot shows a software window titled "sage Currency Rate Maintenance (ABC) 9/11/2014". The window contains several input fields and buttons. The "Currency Code" field is set to "CAN" and has a magnifying glass icon to its right. The "Description" field contains "Canadian dollar". The "Date" field is set to "9/11/2014" and has a calendar icon to its right. The "Rate" field is set to "1.6111" and has a calculator icon to its right. At the bottom of the window are four buttons: "Accept", "Cancel", "Delete", and a printer icon.

Currency Code: Choose the Currency Code you want to make changes to by clicking the **magnifying glass icon**, or enter the Code manually. Click the **flashlight icon** to display the list of all currencies and rates.

Date: Enter the date for which you are entering the exchange rate.

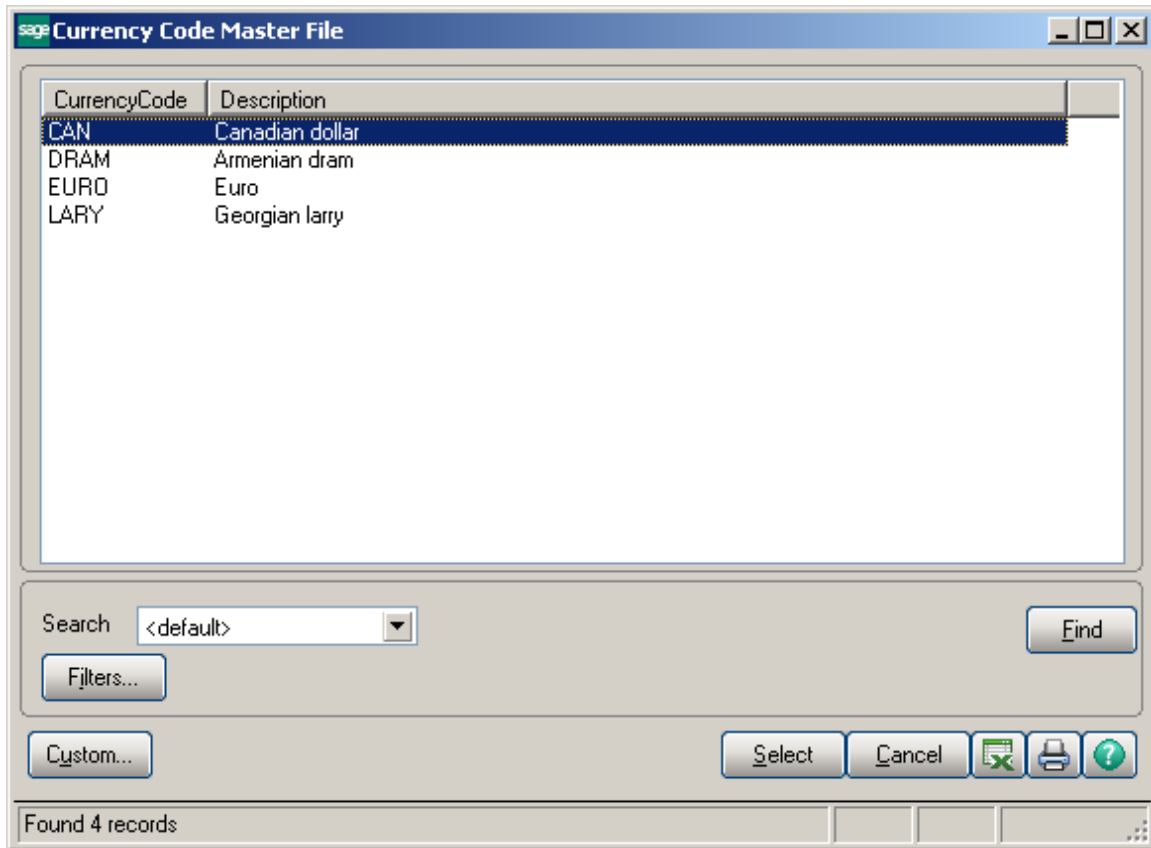
Currency Rate: Enter the current rate of the currency.

Select **Accept** to accept the entry.

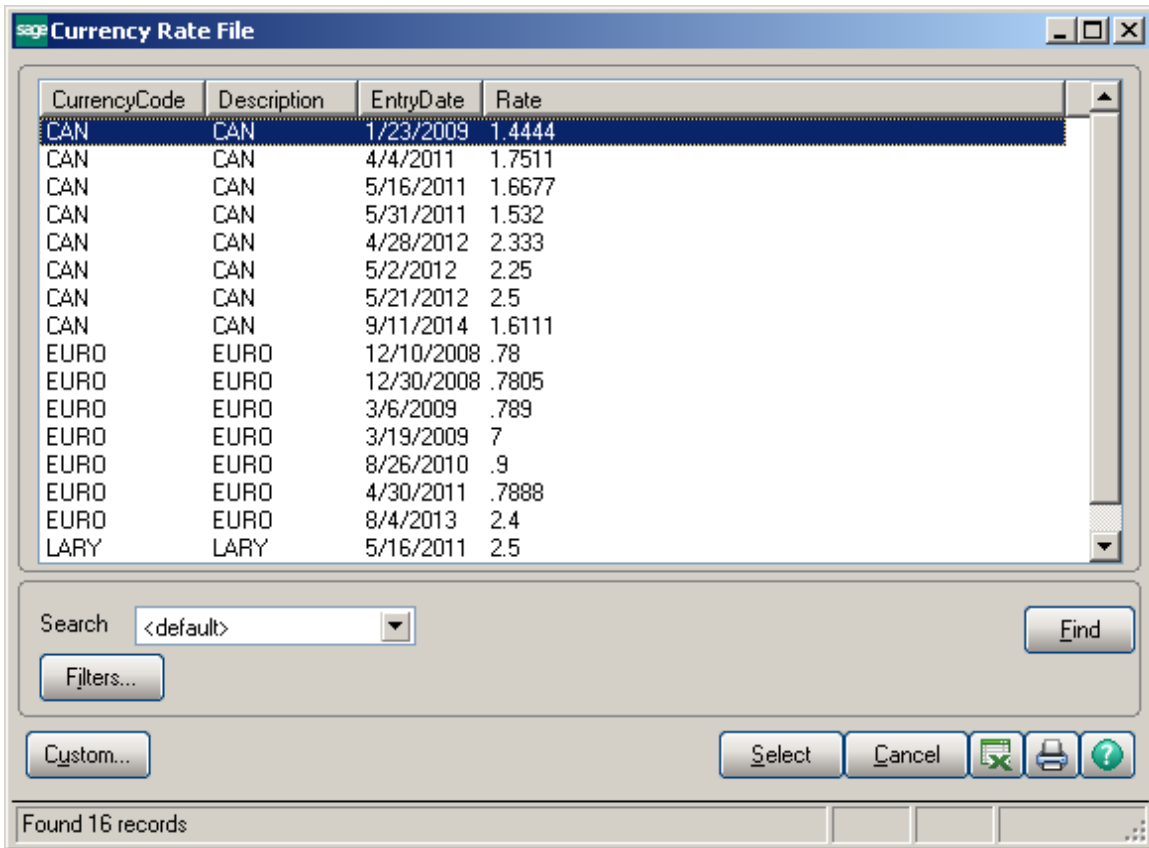
Select **Cancel** to clear and re-enter.

Select **Delete** to delete the Currency Rate.

Clicking the **Lookup** button will display the **Currency Code Master File** with currencies listed:



Clicking the **Flashlight** button will display the Currency Rate File with the history of currency rate fluctuations by date:



The screenshot shows a window titled "sage Currency Rate File". It contains a table with the following columns: CurrencyCode, Description, EntryDate, and Rate. The table lists 16 records. Below the table is a search bar with a dropdown menu set to "<default>" and a "Find" button. There are also buttons for "Filters...", "Custom...", "Select", "Cancel", and a help icon. At the bottom, it says "Found 16 records".

| CurrencyCode | Description | EntryDate | Rate |
|--------------|-------------|------------|--------|
| CAN | CAN | 1/23/2009 | 1.4444 |
| CAN | CAN | 4/4/2011 | 1.7511 |
| CAN | CAN | 5/16/2011 | 1.6677 |
| CAN | CAN | 5/31/2011 | 1.532 |
| CAN | CAN | 4/28/2012 | 2.333 |
| CAN | CAN | 5/2/2012 | 2.25 |
| CAN | CAN | 5/21/2012 | 2.5 |
| CAN | CAN | 9/11/2014 | 1.6111 |
| EURO | EURO | 12/10/2008 | .78 |
| EURO | EURO | 12/30/2008 | .7805 |
| EURO | EURO | 3/6/2009 | .789 |
| EURO | EURO | 3/19/2009 | 7 |
| EURO | EURO | 8/26/2010 | .9 |
| EURO | EURO | 4/30/2011 | .7888 |
| EURO | EURO | 8/4/2013 | 2.4 |
| LARY | LARY | 5/16/2011 | 2.5 |

Customer Maintenance

The **Currency** button added on the Main tab of the Customer Maintenance program allows the users to launch the **Customer Currency Maintenance** and setup foreign currency if the customer uses it to make payments.

The screenshot shows the Sage Customer Maintenance (ABC) 9/11/2014 window. The Customer No. is 01-ABF and the Name is American Business Futures. The Address is 2131 N. 14th Street, Suite 100, Accounting Department, ZIP Code 53205-1204, City Milwaukee, State WI, Country USA. The Salesperson is 0100 Jim Kentley. The Telephone is (414) 555-4787, Ext 219. The E-mail Address is artie@abf.com and the URL Address is www.abf.com. The Terms Code is 01 Net 30 Days, Primary Contact is ARTIE JOHN Artie Johnson, Ship Code is UPS BLUE, and Primary Ship To is 2 American Business Futur. The Tax Schedule is WI MILMIL Milwaukee. The Credit Limit is 120,000.00. A 'Currency...' button is highlighted with a red arrow.

The screenshot shows the Sage Customer Currency Maintenance window. The Customer No. is 01-ABF and the Name is American Business Futures. The Currency Code is CAN Canadian dollar. The Use Default Currency Rate checkbox is unchecked. The Payment Rate Type is Cash Rate. The Print SO and Invoice in Foreign Currency checkbox is unchecked. The Load Price as Foreign Unit Price checkbox is unchecked. The Use Fixed Rate checkbox is checked, and the rate is 1.6111. The OK and Cancel buttons are visible at the bottom.

Currency Code: Select the Code of the Currency that the customer uses for payments from the lookup list or enter the Code manually.

Use Default Currency Rate: Check this box to select the default rate as the rate used when working in the Accounts Receivable and Sales Order modules.

Payment Rate Type: Select **Order Rate** if you want to use the rate specified in the Sales Order Entry or **Cash Rate** to pay an amount based on the exchange rate at the time of payment (cash receipt).

Print SO and Invoice in Foreign Currency: Check this box to show amounts in foreign currency when printing Sales Orders and Invoices.

Load Price as Foreign Unit Price: Select this checkbox to indicate the customers who pay in foreign currency.

Use Fixed Rate: Check this box if you want to use a fixed currency rate during Sales Order and Invoice Data Entry, and enter the rate in the field next to the check box. The rate setup for current date in the Currency Rate Maintenance is set by default and can be changed here.

When creating Sales Order for a customer indicated as paying in foreign currency respective checkbox added on the Sales Order Entry Header will be selected by default and the item's price will be loaded as foreign price. The **Unit Price** will be calculated respectively based on the exchange rate.

Sales Order Entry

Select **Sales Order Entry** from the Sales Order Main menu and press the **Currency** button added on the Header tab.

Sage Sales Order Entry (ABC) 9/11/2014

Order Number: 0000222 | Copy from... | Defaults... | Customer... | Credit... | User: useriig

Order Date: 9/11/2014 | Order Type: Standard Order | Master/Repeating No.:

Customer No.: 01-ABF | American Business Futures

Ship Date: 9/11/2014

Status: New | Reason: | Whse: 001 | EAST WAREHOUSE

Ship To Addr: 2 | American Business Futures

Terms Code: 01 | Net 30 Days

Ship Via: UPS BLUE | FOB:

Confirm To: John Quinn

E-mail: artie@abf.com

Fax No. | Batch Fax:

Comment:

Salesperson: 0100 | Jim Kentley

Split Comm.: No | Split Comm... | Currency... | Edit/View Currency

Print Order: | Print Pick Sheets: | Quick Print Without Displaying Printing Window:

Print Order... | Print Pick... | Recalc Price | Accept | Cancel | Delete

The **Currency Entry** screen is opened with the currency information loaded from the Customer (if setup for current Customer). If no currency is setup for current Customer in the **Customer Currency Maintenance** the Currency Entry allows for entry of Currency info just while creating the Order.

The user can change the currency information for specific order before adding a line. Just after a line is entered the Currency fields are disabled:

Sage Currency Entry

Customer No.: 01-ABF

Name: American Business Futures

Currency Code: CAN | Canadian dollar

Payment Rate Type: Order Rate

Print in Currency:

Load Price as Foreign Unit Price:

Fixed Rate: Rate: 1.6111

OK | Cancel

Note: If the **Load Price as Foreign Unit Price** checkbox is selected the Item's standard price is loaded in the lines tab as **Unit Price in Currency** and the **Unit Price** is calculated as follows: **Unit Price in Currency/Exchange Rate**.

After filling in/editing all the necessary fields, click the **Lines** tab.

Two new fields (**Unit Price in Currency** and **Extension in Currency**) have been added to the lines grid:

| Item Code | Ordered | Back Ordered | Unit Price | Extension | Unit Price In Curr | Extension In Curr |
|-----------------|---------|--------------|------------|-----------|--------------------|-------------------|
| 1 1001-HON-H252 | 2.00 | .00 | 84.000 | 168.00 | 135.332 | 270.66 |
| 2 | .00 | .00 | .000 | .00 | .000 | .00 |

Description: HON 2 DRAWER LETTER FLE W/O LK
Warehouse: 001
Unit Of Measure: EACH
Shipped: .00

Currency Code - CAN Total Amount 168.00

The **Unit Price in Currency** and **Extension in Currency** fields display amounts in foreign currency, while the **Extension** and **Unit Price** fields display amounts in USD (main currency of the system).

Each item's **Unit Price** or **Extension** can be entered in either US or foreign currency.

After entries are made in the **Lines** tab, go to the **Totals** tab.

The screenshot shows the Sage Sales Order Entry (ABC) 9/11/2014 window. The window is divided into several sections. At the top, there are navigation buttons (Home, Back, Forward, Print) and buttons for Copy from..., Defaults..., Customer..., and Credit... The main area contains the following fields:

- Order Number: 0000222
- Order Date: 9/11/2014
- Order Type: Standard Order
- Customer No.: 01-ABF (American Business Futures)
- Salesperson: 0100
- Amount Subject to Discount: 168.00
- Discount Rate: .000%
- Discount Amount: .00
- Deposit Payment Type: CASH (Cash)
- Reference Number: 1221111
- Deposit Amount: 100.00
- Taxable Amount: .00
- Non-Taxable Amount: 168.00
- Commission Rate: 10.000%
- Sales Tax Amount: .00
- Order Total: 168.00
- Net Order: 68.00
- Ship Zone: (empty)
- Ship Weight: (empty)
- Freight Amount: .00
- Order Total (highlighted): 270.66
- Net Order (highlighted): 109.55

At the bottom, there are buttons for Print Order..., Print Pick..., Recalc Price, Accept, Cancel, Delete, and a help icon.

New fields: **Order Total** & **Net Order** in currency

There are two new fields, **Order Total** and **Net Order** added on the **Sales Order Entry Totals** tab, which display amounts in foreign currency.

Click the **Order Total** button to recalculate the total in foreign currency from the lines.

Here is an order for the same Item created for a foreign customer that is, with the **Load Price as Foreign Unit Price** checkbox selected on the **Sales Order Header**.

Sage Sales Order Entry (ABC) 9/11/2014

Order Number: 0000223

Copy from... Defaults... Customer... Credit...

1. Header | 2. Address | 3. Lines | 4. Totals | 5. Credit Card | User: usernig

Quick Row: 1

| | Item Code | Ordered | Back Ordered | Unit Price | Extension | Unit Price In Curr | Extension In Curr |
|---|---------------|---------|--------------|------------|-----------|--------------------|-------------------|
| 1 | 1001-HON-H252 | 2.00 | .00 | 52.138 | 104.28 | 84.000 | 168.00 |
| 2 | | .00 | .00 | .000 | .00 | .000 | .00 |

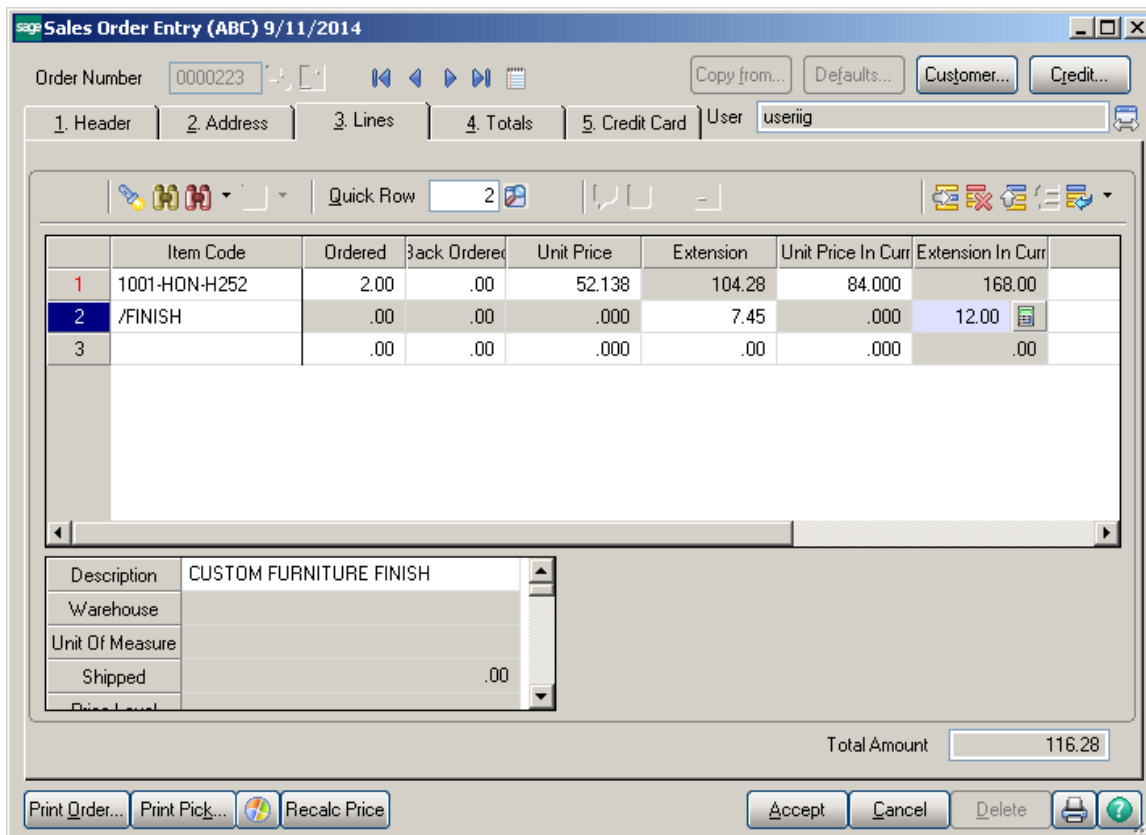
Description: HON 2 DRAWER LETTER FLE W/O LK
 Warehouse: 001
 Unit Of Measure: EACH
 Shipped: .00

Currency Code - CAN Total Amount: 104.28

Print Order... Print Pick... Recalc Price Accept Cancel Delete

The Item's standard price is loaded in the **Unit Price in Currency** field and the Unit Price is calculated as **Unit Price in Currency/Exchange Rate**= 84/1.6111= 52.138

For **Misc. Charge Code** lines the **Standard Unit Price** of the **Misc. Charge Item** will be loaded as Extension in Currency and the Extension will be calculated based on the exchange rate.



The Order Total is displayed in the currency specified on the Sales Order Header and the Amount displayed in the field next to the Order Total button is in US\$.

Sage Sales Order Entry (ABC) 9/11/2014

Order Number: 0000223

Order Date: 9/11/2014 Order Type: Standard Order

Customer No.: 01-ABF American Business Futures Salesperson: 0100

| | | | | | |
|----------------------------|--------|----------------------|---------|-----------|-------|
| Amount Subject to Discount | 104.28 | Deposit Payment Type | CASH | Cash | |
| Discount Rate | .000% | Reference Number | 1212213 | | |
| Discount Amount | .00 | Deposit Amount | 50.00 | | |
| Taxable Amount | .00 | Commission Rate | 10.000% | | |
| Non-Taxable Amount | 104.28 | Sales Tax Amount | .00 | | |
| Ship Zone | | Order Total | 104.28 | | |
| Ship Weight | | Net Order | 54.28 | | |
| Freight Amount | .00 | Order Total | 168.01 | Net Order | 87.45 |

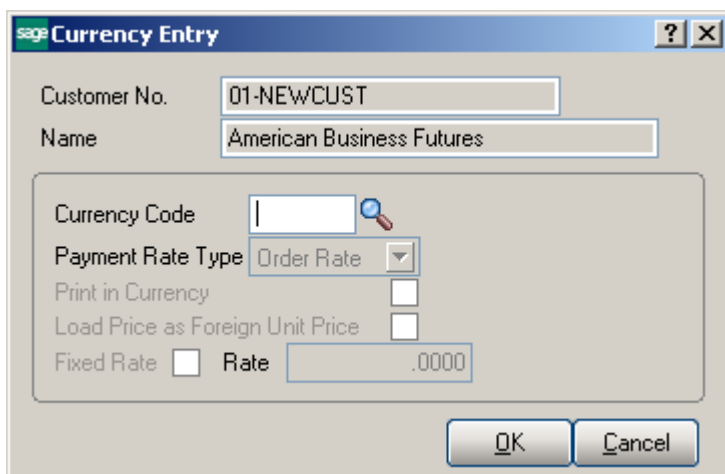
Buttons: Print Order..., Print Pick..., Recalc Price, Accept, Cancel, Delete

S/O Invoice Data Entry

Select **Invoice Data Entry** from the Sales Order Main menu and press the **Currency** button on the **Header** tab.

The **Currency Entry** screen is opened with the currency information loaded from the Customer (if setup for current Customer). If no currency is setup for current Customer in the **Customer Currency Maintenance** the Currency Entry allows for entry of Currency info just while creating the Invoice.

The screenshot displays the Sage S/O Invoice Data Entry (ABC) 9/11/2014 window. The interface includes a header section with navigation tabs (1. Header, 2. Address, 3. Lines, 4. Totals, 5. Credit Card) and a main data entry area. Key fields include Invoice No. (0100142), Batch (00021), Invoice Date (9/11/2014), Invoice Type (Standard Invoice), Customer No. (01-ABF), and Order Status (1 Step). A 'Currency...' button is highlighted with a yellow box and an arrow pointing to it from a tooltip labeled 'Edit/View Currency'. Other visible fields include Ship Date (9/11/2014), Due Date (10/11/2014), Warehouse (EAST WAREHOUSE), and various shipping and contact details.



Currency Code: Select the **Currency Code** of the currency to be used by current Customer.

Payment Rate: Select **Order Rate** if you want to use the rate indicated in the Sales Order Entry, or **Cash Rate** to pay an amount based on the exchange rate at the time of payment (cash receipt).

Print in Currency: Check this box to request that amounts be displayed in foreign currency when printing the S/O Invoice.

Fixed Rate: Check the box if you want to use the fixed currency rate.

Rate: Enter the rate you want to use.

Load Price as Foreign Unit Price: If this checkbox is selected the Item's standard price is loaded in the lines tab as **Unit Price in Currency** and the **Unit Price** is calculated as: **Unit Price in Currency / Exchange Rate**.

The currency fields are editable until there is a line entered in the Lines tab. After a line is entered the currency fields are view only and cannot be edited.

Customer No. 01-NEWCUST
 Name American Business Futures

Currency Code EURO Euro
 Payment Rate Type Order Rate
 Print in Currency
 Load Price as Foreign Unit Price
 Fixed Rate Rate 1.4000

OK Cancel

Two new fields: the **Unit Price in Currency** and **Extension in Currency** on the **Lines** tab, are the same as those fields in the **Sales Order Entry** grid, and they display amounts in foreign currency while the **Unit Price** and **Extension** fields display the amounts in USD.

Invoice No. 0100142 Batch 00021

1. Header | 2. Address | 3. Lines | 4. Totals | 5. Credit Card

| | Item Code | Ordered | Shipped | Unit Price | Extension | Unit Price In Curr | Extension In Curr |
|---|-----------------|---------|---------|------------|-----------|--------------------|-------------------|
| 1 | 1001-HON-H254LK | 2.00 | 2.00 | 135.000 | 270.00 | 189.000 | 378.00 |
| 2 | | .00 | .00 | .000 | .00 | .000 | .00 |

Description: HON 4 DRAWER LETTER FLE W/ LCK
 Warehouse: 000
 Unit Of Measure: EACH
 Back Ordered: .00

Total Amount 270.00

Quick Print Accept Cancel Delete

Two new fields, **Inv. Total** and **Net Invoice**, in the **Totals** tab, display amounts in foreign currency.

Click the **Inv. Total** button to recalculate the total in foreign currency from the lines.

The screenshot shows the Sage 5/O Invoice Data Entry window for invoice 0100142 dated 9/11/2014. The window is divided into several sections: a top navigation bar with tabs for Header, Address, Lines, Totals, and Credit Card; a header section with fields for Invoice No., Batch, Invoice Date, Invoice Type, Customer No., and Salesperson; a main data entry area with multiple input fields for financial details like discounts, taxes, and commissions; and a bottom summary section. In the summary section, there are two new fields: 'Inv. Total' with a value of 385.14 and 'Net Invoice' with a value of 245.14. Arrows point from a callout box below to these two fields.

| Field | Value |
|----------------------------|------------------|
| Invoice No. | 0100142 |
| Batch | 00021 |
| Invoice Date | 9/11/2014 |
| Invoice Type | Standard Invoice |
| Customer No. | 01-NEWCUST |
| Salesperson | 0100 |
| Amount Subject to Discount | 270.00 |
| Discount Rate | 5.000% |
| Discount Amount | 13.50 |
| Taxable Amount | 256.50 |
| Nontaxable Amount | .00 |
| Ship Zone | |
| Ship Weight | |
| Freight Amount | .00 |
| Deposit Payment Type | CHECK |
| Check Number | 001112 |
| Deposit Available | .00 |
| Deposit Amount | 100.00 |
| Commission Rate | 8.000% |
| Sales Tax Amount | 18.60 |
| Invoice Total | 275.10 |
| Net Invoice | 175.10 |
| Inv. Total | 385.14 |
| Net Invoice | 245.14 |

New fields: **Inv. Total** & **Net Invoice**

Bank Reconciliation

Bank Code Maintenance

The **Currency Code** field has been added to the **Bank Code Maintenance** to allow specifying the Currency by which current Bank operates.

The screenshot shows the SAP Bank Code Maintenance window for 'Bank Of America Savings'. The 'Currency Code' field is highlighted with a blue border and contains the value 'EURO'. Other fields include 'Cash Account Number' (101-03-00), 'Bank Account Number' (555-5677773), 'Next Check Number' (000003), and 'Current Balance' (.00). The window also contains fields for Address, ZIP Code, City, State, E-mail Address, URL Address, Country, Contact, Telephone, Fax, and Comment. The 'Accept', 'Cancel', and 'Delete' buttons are visible at the bottom.

The **Currency Code** specified for the selected Bank Code will be defaulted to the **Cash Receipt Deposit Entry**.

Posting to bank reconciliation file from cash receipt application will be done in the bank code currency.

The **Currency Code** field added to the **Cash Receipts Deposit** entry allows the user to see the Currency Code by which the selected bank is operating. The **Currency Code** field's value is defaulted from the Bank Code Maintenance. It will be blank if there is not Currency Code specified for the selected Bank Code in the Bank Code Maintenance.

The screenshot shows the 'Cash Receipts Deposit' window with the following fields and values:

| | | | |
|----------------|---------------------------|-------|-------|
| Deposit Number | 00065 | Batch | 00048 |
| Description | | | |
| Bank Code | C Bank Of America Savings | | |
| Deposit Date | 9/11/2014 | | |
| Currency Code | EURO Euro | | |
| Currency Rate | 2.4000 | | |

| | |
|--|--------|
| Cash Deposit Amount | 100.00 |
| Cash Deposit Amount In Currency | 240.00 |
| Credit Card Deposit Amount | 50.00 |
| Credit Card Deposit Amount In Currency | 120.00 |
| Deposit Balance | 150.00 |

Buttons: Accept, Cancel, Delete, ?

The user can enter the Currency Rate for current deposit. Upon entering the **Cash Deposit** or **Credit Card Deposit Amount** the **Deposit Amount in Currency** value is automatically calculated based on the Currency Rate and vice versa.

Customer No. 01-AVNET **Customer...** **Deposit...**

Name Avnet Processing Corp **Invoice No.**

Deposit Type Cash **Check No.** 1223333

1. Header | 2. Lines | 3. Credit Card

Amount Received 100.00

Amount Received In Currency 240.00

Customer Balance 22,596.81

Posting Balance 100.00

Currency Code EURO

Currency Rate 2.4000

Deposit Information

Deposit Number 00066 **Batch** 00050

Description

Bank Code C

Deposit Date 9/11/2014

Cash Amount Remaining .00

Credit Card Amount Remaining .00

Deposit Remaining .00

Accept **Cancel** **Delete**

The **Amount Received** and **Amount Received In Currency** fields allow the user to enter corresponding amounts. Upon entering the **Amount Received** the Amount in currency is automatically calculated and vice versa.

The **Currency Code** and **Currency Rate** fields' values are defaulted from the **Cash Receipt Deposit** entry.

When the Cash Receipts Journal is updated the amount is posted to bank reconciliation file application in the bank code currency.

sage Cash Receipts Entry (ABC) 9/11/2014

Customer No. 01-AVNET Customer... Deposit...

Name Avnet Processing Corp Invoice No. []

Deposit Type Cash Check No. 1223333

1. Header 2. Lines 3. Credit Card

Quick Row 1

| | Invoice No. | Inv Date | Inv Amount | Disc Used | Amt Posted | Balance |
|---|-------------|-----------|------------|-----------|------------|---------|
| 1 | 0100145-IN | 9/11/2014 | 256.76 | .00 | 100.00 | 156.76 |
| 2 | | | .00 | .00 | .00 | .00 |

| | | | |
|------------------|--------|-----------------|--------|
| Original Inv Amt | 256.76 | Posting Balance | .00 |
| Inv Curr Code | EURO | Total Posted | 100.00 |
| Inv Curr Rate | 2.4000 | | |
| Payment Rate | 2.4000 | | |

Accept Cancel Delete [Print] [Help]

Reconcile Bank (ABC) 9/11/2014

Bank Code: C Currency Code: EURO Statement Ending Balance: .00
Description: Bank Of America Savings Out of Balance By: .00

1. Checks | 2. Dep/Adjust

| Document Date | Adjustment Type | Reference | Amount | Cleared | Cleared Date |
|---------------|-----------------|-----------|--------|--------------------------|--------------|
| 1 | Deposit | DEPOSIT | 240.00 | <input type="checkbox"/> | |

Add Dep/Adjust...

Bank Recap Report... B/R Trans Register... Accept Cancel [Printer Icon] [Help Icon]

Cash Receipts Entry

The **Amount Received In Currency**, **Currency Code** and **Currency Rate** fields are available on the Header tab of the Cash Receipts Entry.

The screenshot displays the Sage Cash Receipts Entry (ABC) 9/11/2014 window. The window is divided into several sections. At the top, there are fields for Customer No. (01-AVNET), Name (Avnet Processing Corp), Invoice No., Deposit Type (Cash), and Check No. (12222). Below these are tabs for 1. Header, 2. Lines, and 3. Credit Card. The main area is divided into two columns. The left column contains fields for Amount Received (200.00), Amount Received In Currency (520.00), Customer Balance (22,496.81), Posting Balance (200.00), Currency Code (EURD), and Currency Rate (2.6000). The right column contains Deposit Information fields: Deposit Number (00067), Batch (00051), Description, Bank Code (C), Deposit Date (9/11/2014), Cash Amount Remaining (15.38), Credit Card Amount Remaining (.00), and Deposit Remaining (15.38). At the bottom, there are buttons for Accept, Cancel, Delete, and a printer icon.

Note: The **Auto** button is not available on the Cash Receipt Header.

New currency related fields have been added on the **Lines** tab of the **Cash Receipts Entry** screen. They are visible if foreign currency is used.

The **Inv. Amt. in Curr.**, **Amnt. Post. in Curr.** and **Balance in Curr.** fields display corresponding amounts in foreign currency.

Customer No. 01-AVNET **Name** Avnet Processing Corp **Invoice No.**

Deposit Type Cash **Check No.** 12222

1. Header | 2. Lines | 3. Credit Card

Quick Row

| | Invoice No. | Inv Date | Inv Amount | Disc Used | Amt Posted | Balance |
|---|-------------|----------|------------|-----------|------------|---------|
| 1 | 0100138-IN | 8/2/2013 | 259.62 | .00 | 200.00 | 59.62 |
| 2 | | | .00 | .00 | .00 | .00 |

| | | | |
|------------------|--------|-----------------|--------|
| Original Inv Amt | 270.00 | Posting Balance | .00 |
| Inv Curr Code | EURO | Total Posted | 200.00 |
| Inv Curr Rate | 2.5000 | | |
| Payment Rate | 2.6000 | | |

Accept Cancel Delete

If the **Payment Rate Type** on the Invoice is set to **Cash Rate**, additional fields are displayed:

Payment Rate Type displays the setting on the Invoice. In our example it is **Cash Rate**.

Original Inv. Amt is the amount of the Invoice calculated based on the currency rate at the time of invoicing.

The following fields are available on the **Cash Receipts Entry** lines grid:

The **Invoice Currency Code/Rate** fields display **Currency Code** and **Currency Rate** of the original Invoice.

Payment Rate displays the **Currency Rate** at the time of payment. This field can be updated to reflect a rate change.

If the **Payment Rate** differs from the **Rate** at the time of Invoice, the **Invoice Amount** is recalculated as follows: **Original Inv. Amt * Inv. Curr.Rate / PaymentRate**.

The difference is calculated by the following formula: **(Amount Posted*Payment Rate/ Inv. Curr Rate - Amount Posted)**. In our example it is: **(200*2.6/2.5-200=8)** posted to the General Ledger account assigned to the Currency Code in the Currency Code Maintenance.

Postings can be viewed on the **Cash Receipts Journal** screen:

| G/L Account | Description | Debit | Credit |
|--------------------|---------------------------------|--------|--------|
| 101-03-00 | Cash in bank - savings | 200.00 | |
| 105-00-01 | Accts. receiv. - East Warehouse | | 208.00 |
| 111-00-00 | Other Receivables | 8.00 | |
| Division 01 Total: | | 208.00 | 208.00 |

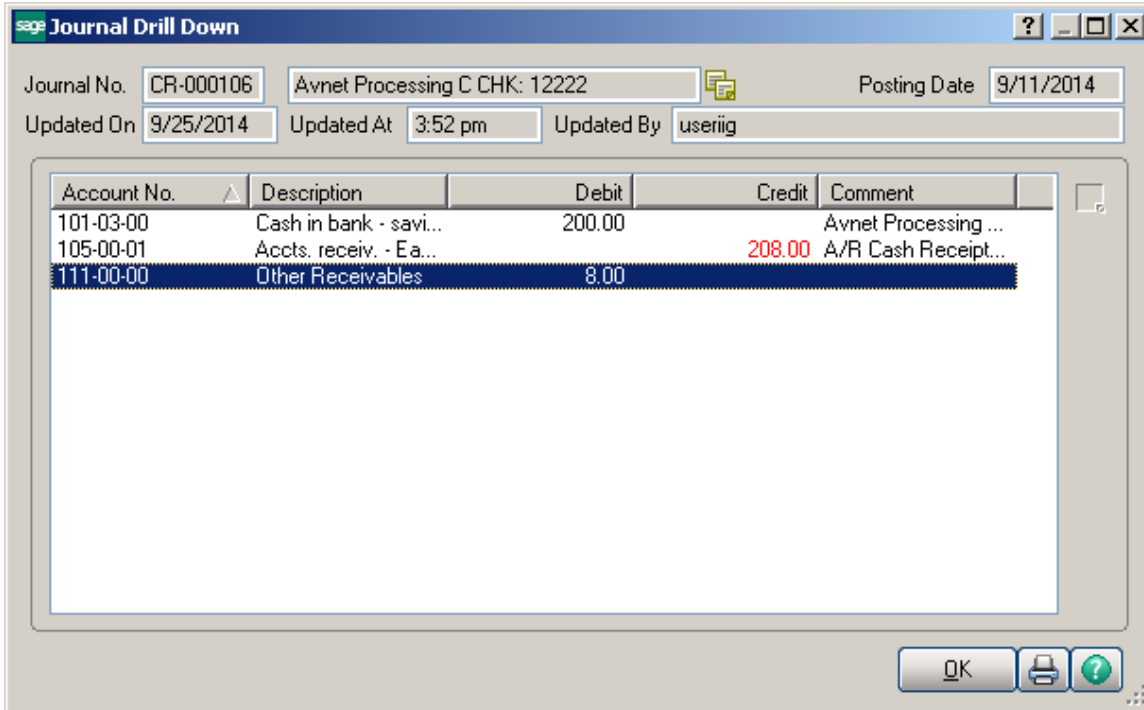
If the **Currency Code** has no G/L account assigned, or the account number does not exist, the **Cash Receipts Journal Error Log** is printed:

Cash Receipts Journal Error Log
 Register Number: 000106
 Batch Number: 00051

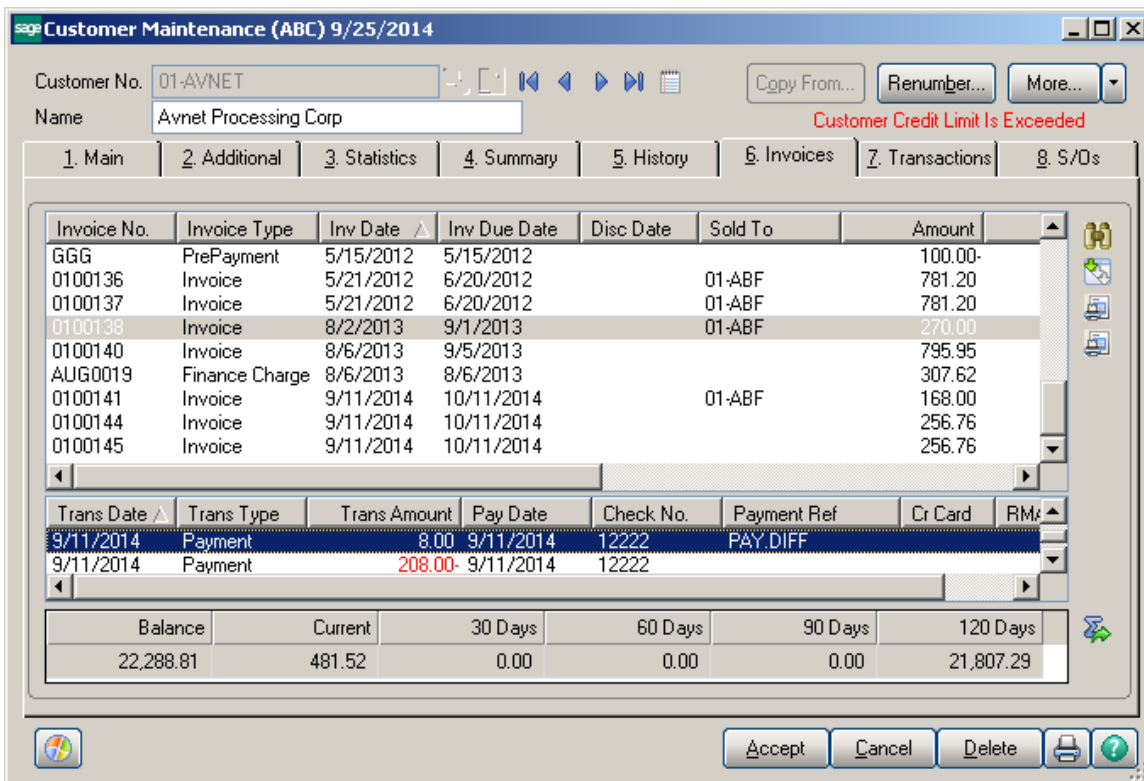
ABC Distribution and Service Corp. (ABC)

Error Description
 An Invalid or Missing G/L Account has been found in Currency Code: EURO

The same transaction to the Currency G/L account can be found in the **Journal Drill Down**. In the **Account Maintenance** program of the General Ledger Main menu go to the **Transactions** tab and click the **Journal Zoom** button.



Any difference arising from rate fluctuations will also appear on the **Invoices** tab of the **Customer Maintenance** program:



Accounts Receivable-Period End

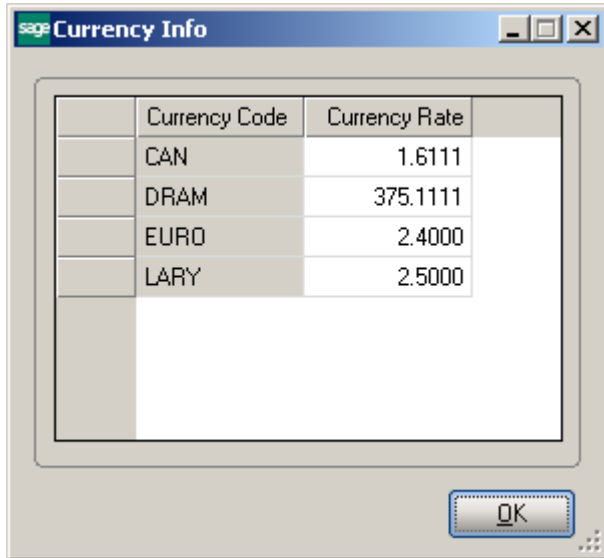
Finance Charge Calculation

The **Finance Charge Calculation** program has been modified to provide the users with ability of selecting **Currency Code** and specifying the exchange rate.

| Select Field | Operand | Value |
|-----------------|---------|-------|
| Statement Cycle | All | |
| Customer Number | All | |

Upon clicking the **Proceed** button **Currency Info** screen is opened:

The Currency Codes, setup in the system, are displayed in the screen. The displayed currency exchange rate is the one active on the date the finance charge calculation is run.



The user can change the **Currency Rate** if needed.

Finance Charge Entry

The **Currency Info** fields have been added to the Finance Charge Entry to display the currency code and the exchange rate used during the Finance Charge Calculation.

The screenshot shows the Sage Finance Charge Entry (ABC) 9/25/2014 window. The window is divided into several sections:

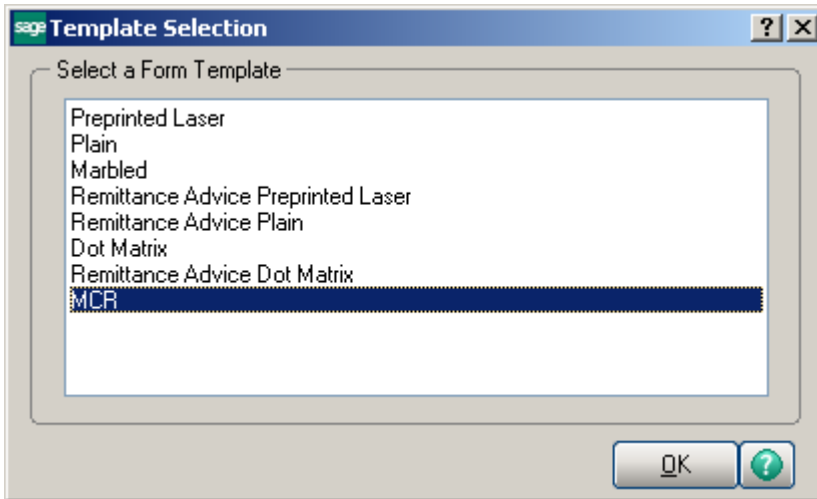
- Customer Information:** Customer No. 01-ABF, Customer Name American Business Futures.
- Aging and Balance:** Current 100.00, Over 30 Days .00, Over 60 Days .00, Over 90 Days .00, Over 120 Days 4,997.51, A/R Balance 5,097.51.
- Account Activity:** Last Activity Date 9/25/2014, Last Payment Date 9/25/2014, Last Payment Amount 200.00.
- Finance Charge Status:** Unpaid Finance Charge 100.00, Finance Charge YTD 100.00, Amount Subject to F/C .00, Finance Charge Rate 1.500%.
- Currency Info:** Currency Code CAN, Currency Rate 1.5671.
- Finance Charge Applied:** 100.00.

Buttons at the bottom include Accept, Cancel, Delete, Print, and Help.

The user can change the **Currency Rate** if necessary. After the **Finance Charge Journal** is updated the Currency Rate entered here will be used for calculating charges in the Statement printing.

Statement Printing

The **MCR** form has been added to the **Statement Printing** to allow printing the Customer information by Currency.



sage Statement Printing (ABC) 9/25/2014

Form Code: NEW

Description: MCR

Number of Copies: 1 Multi-Part Form Enabled

Sort Statements By: Customer Number

Age Invoices as Of: 9/25/2014

Select Statements with Minimum Balance Of: .00

Select Customers with Balance Past Aging Category: Current Category

Print Separate Bill To Statement for Each Sold To Customer

Customer Status to Print

All Customers Active Temporary Inactive

Include

Zero Balance Customers Credit Balances: No

Bill To Invoices on Sold To Customer Stmt Zero Balance Invoices: Current Month Only

Selections

| Select Field | Operand | Value |
|-----------------|--------------------------------------|-------|
| Statement Cycle | All <input type="button" value="▼"/> | |
| Customer Number | All <input type="button" value="▼"/> | |
| Customer Name | All <input type="button" value="▼"/> | |

\\IIGSERVER\HP LaserJet 1022

If the Invoice has been updated with Cash Rate, then the **Currency Rate** column will display the last Rate, and for the payments it will display their posted Rate.

And if the Invoice has been updated with Order Rate, then the report will display posted rate for that Invoice.

If the Invoice is not with Currency Code, then the Currency Code field is blank and “1” is printed for Currency Rate.

Statement Printing Report

Main Report

Page: 2

ABC Distribution and Service Corp.

Avnet Processing Corp
3361 W. Kenosha
Powers Building
Suite 100
Racine, WI 53120
Contact: Tony Schultz

Statement Date: 9/25/2014
Account Number: 01-AVNET

Statement Date: 9/25/2014
Account Number: 01-AVNET

Amount Enclosed \$ _____

Mark Items Being Paid

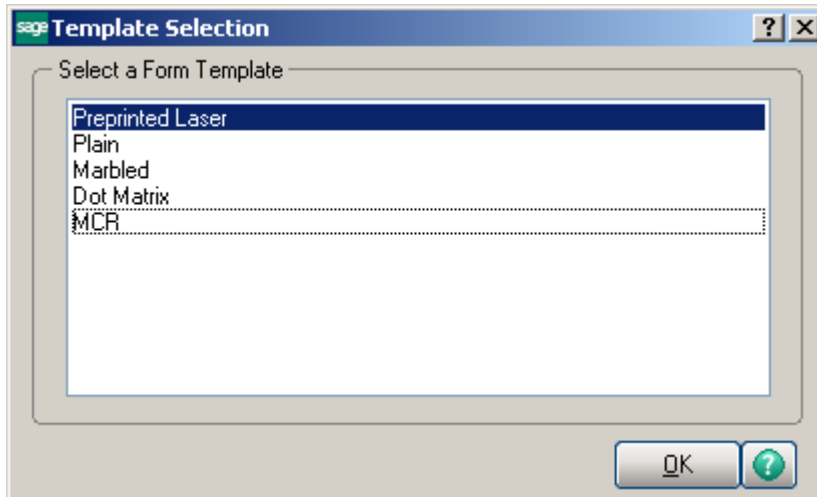
| Date | Reference | Currency | Currency Rate | Charge | Credit | Balance | Reference | Amount | X |
|--|------------|----------|---------------|----------|----------|----------|------------|----------|---|
| 5/15/2012 | | CAN | 0.0000 | | 0.00 | 168.84 | | 168.84 | |
| 5/15/2012 | GGG-PP | | 1.0000 | | 100.00 | 100.00 | GGG-PP | 100.00 | |
| 5/21/2012 | 0100137-IN | CAN | 1.6111 | 1,258.59 | | | 0100137-IN | | |
| Sold To: 01-ABF American Business Futures | | | | | | | | | |
| 5/21/2012 | | CAN | 2.5000 | | 1,953.00 | 694.41 | | 694.41 | |
| 8/2/2013 | 0100138-IN | EURO | 2.4000 | 648.00 | | | 0100138-IN | | |
| Sold To: 01-ABF American Business Futures | | | | | | | | | |
| 9/11/2014 | | EURO | 2.6000 | | 540.80 | 107.20 | | 107.20 | |
| 8/6/2013 | 0100140-IN | EURO | 2.4000 | 1,910.28 | | | 0100140-IN | | |
| 8/6/2013 | | EURO | 2.6000 | | 563.34 | 1,346.94 | | 1,346.94 | |
| 8/6/2013 | AUG0019-FC | EURO | 2.4000 | 738.29 | | 738.29 | AUG0019-FC | 738.29 | |
| 9/11/2014 | 0100141-IN | CAN | 1.6111 | 270.66 | | | 0100141-IN | | |
| Sold To: 01-ABF American Business Futures | | | | | | | | | |
| 9/11/2014 | | CAN | 1.6111 | | 161.11 | 109.55 | | 109.55 | |
| 9/11/2014 | 0100144-IN | EURO | 2.4000 | 616.22 | | 616.22 | 0100144-IN | 616.22 | |
| 9/11/2014 | 0100145-IN | EURO | 2.4000 | 616.22 | | | 0100145-IN | | |
| 9/11/2014 | | EURO | 0.0000 | | 0.00 | 616.22 | | 616.22 | |
| 9/25/2014 | SEP0021-FC | EURO | 2.4000 | 761.35 | | 761.35 | SEP0021-FC | 761.35 | |

Current Page No.: 2 Total Page No.: 2 Zoom Factor: 100%

Printings

Sales Order Printing

The **MCR** form template has been added to the Sales Order Printing.



If the **Print in Currency** check box is selected in Sales Order Entry, the Currency information is displayed on the printing. The Price and Amount fields are displayed by Currency as well.

Sales Order Printing

Main Report

Page: 1

Sales Order

ABC Distribution and Service Corp.

Order Number: 0000225
Order Date: 9/25/2014

Salesperson: 0200
Customer Number: 01-AVNET
CurrencyCode: EURO
CurrencyRate: 2.5000

Sold To:
Avnet Processing Corp
3361 W. Kenosha
Powers Building
Suite 100
Racine, WI 53120
Confirm To:
Terry Stafford

Ship To:
Irvine Warehouse
56 Technology
Building two
IRVINE, CA 92618

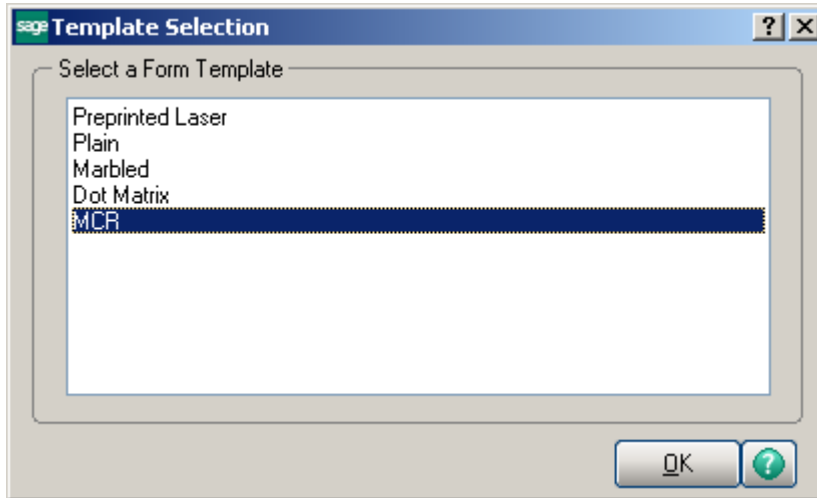
| Customer P.O. | Ship VIA | F.O.B. | Terms |
|---------------|----------|--------|-------------|
| | UPS BLUE | | Net 30 Days |

| Item Code | Unit | Ordered | Shipped | Back Order | Price | Amount |
|-------------------------------|------|---------|-----------|------------|---------|---------|
| 1001-HON-H252 | EACH | 2.00 | 0.00 | 0.00 | 210.000 | 420.000 |
| HON 2DRAWER LETTER FLE W/O LK | | | Whse: 002 | | | |

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 100%

Invoice Printing

The **MCR** form template has been added to the Invoice Printing.



If the **Print in Currency** check box is selected in the **Invoice Data Entry**, the Currency information is displayed on the printing. The Price and Amount fields are displayed by Currency too.

Invoice Page: 1

ABC Distribution and Service Corp.

Invoice Number: 0100078-IN
Invoice Date: 8/6/2013
Order Number:
Order Date:
Salesperson: 0100
Customer Number: 01-ABF
Currency Code: CAN
Currency Rate: 2.2500

Sold To:
 American Business Futures
 2131 N. 14th Street
 Suite 100
 Accounting Department
 Milwaukee, WI 53205-1204
Confirm To:
 John Quinn

Ship To:
 American Business Futures
 Racine Warehouse
 5411 Kendrick Place
 Racine, WI 53120

| Customer P.O. | Ship VIA | F.O.B. | Terms | Price | Amount |
|-------------------------------|----------|---------|-------------|--------------|--------|
| | UPS BLUE | | Net 30 Days | | |
| Item Code | Unit | Ordered | Shipped | Back Ordered | Amount |
| 1001-HON-H252 | EACH | 2.00 | 2.00 | 0.00 | 378.00 |
| HON 2DRAWER LETTER FLE W/O LK | | | Whse: 001 | | |

Current Page No.: 1 | Total Page No.: 1 | Zoom Factor: 100%

Note: In some cases, because of rounding issues, the Net Invoice Amount displayed on the printing may slightly differ from the Amount in currency calculated as sum of the Invoice lines' Amounts; but the Invoice Balance will be calculated correctly.

View Invoice Printing

100% 2 / 2

powered by crystal

Page: 1

Invoice

ABC Distribution and Service Corp.

Invoice Number: 0100080-IN
Invoice Date: 12/16/2008

Order Number:
Order Date:
Salesperson: 0100
Customer Number: 01-ABF
Currency Code: CAN
Currency Rate: 1.5670

Sold To:
 American Business Futures
 2131 N. 14th Street
 Suite 100
 Accounting Department
 Milwaukee, WI 53205-1204
Confirm To:
 John Quinn

Ship To:
 American Business Futures
 Racine Warehouse
 5411 Kendrick Place
 Racine, WI 53120

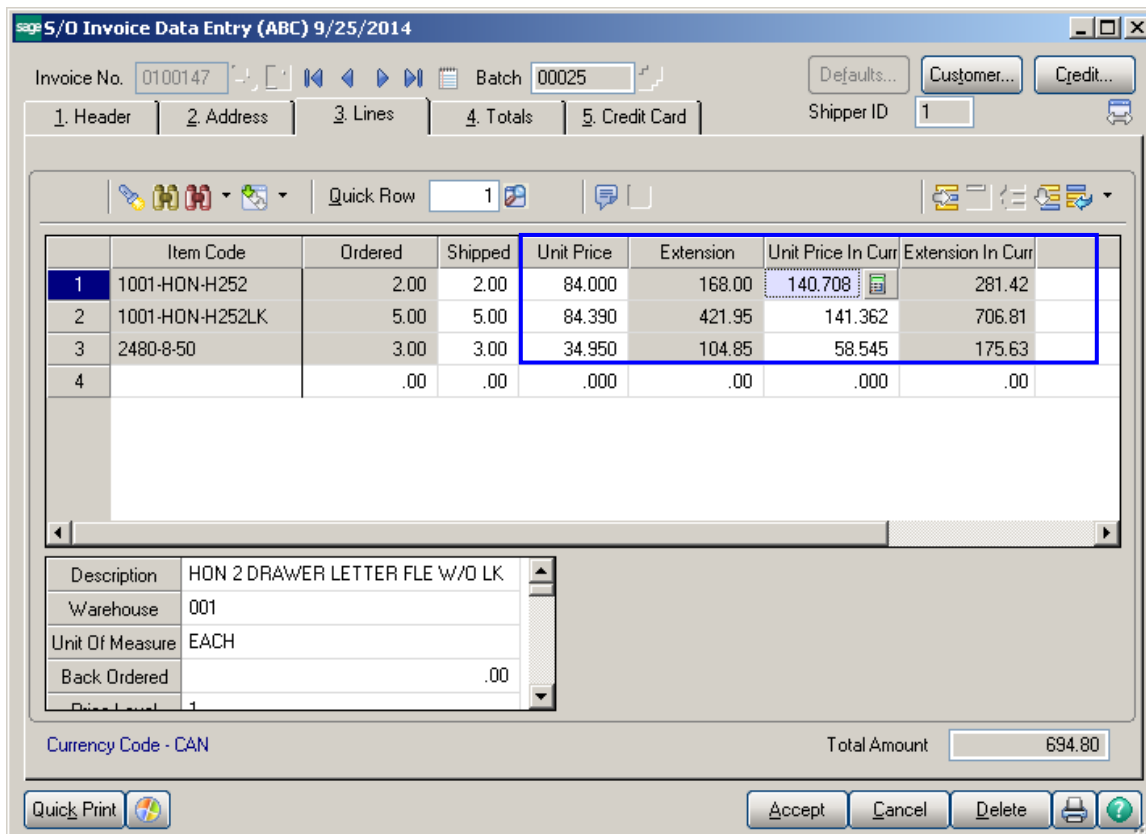
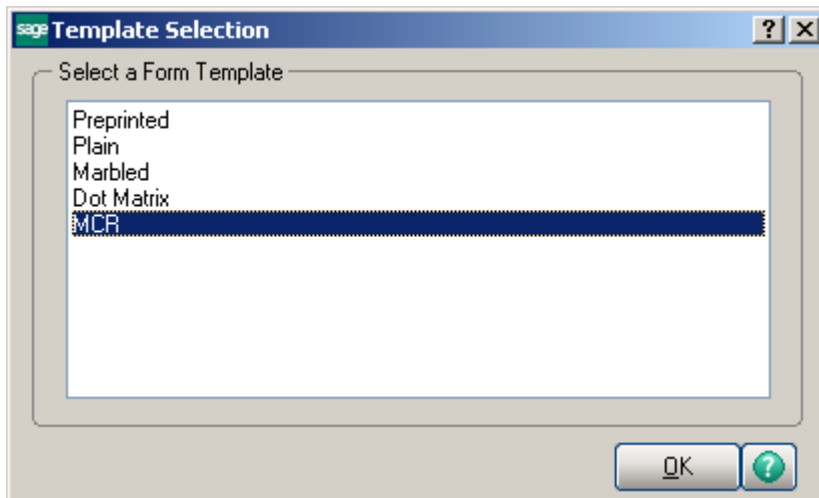
| Customer P.O. | Ship VIA | F.O.B. | Terms |
|---------------|----------|--------|-------------|
| | UPS BLUE | | Net 30 Days |

| Item Number | Unit | Ordered | Shipped | Back Ordered | Price | Amount |
|--------------------------------|-------|---------|------------------|--------------|---------|----------|
| 1001-HON-H252 | EACH | 2.00 | 2.00 | 0.00 | 131.628 | 263.26 |
| HON 2 DRAWER LETTER FLE W/D LK | | | Whse: 001 | | | |
| 1001-HON-H252LK | EACH | 5.00 | 5.00 | 0.00 | 132.239 | 661.20 |
| HON 2 DRAWER LETTER FLE W/LCK | | | Whse: 000 | | | |
| 2480-8-50 | EACH | 3.00 | 3.00 | 0.00 | 54.767 | 164.30 |
| DESK FILE 8" CAP 50 | | | Whse: 001 | | | |
| Lot Number: | JAN10 | | 3.00 | | | |
| Net Invoice: | | | | | | 1,088.75 |
| Less Discount: | | | | | | 65.06 |
| Freight: | | | | | | 0.00 |
| Sales Tax: | | | | | | 0.00 |
| Invoice Total: | | | | | | 1,023.69 |
| Less Deposit: | | | | | | 31.34 |
| Invoice Balance: | | | | | | 992.35 |

In our example the calculated Currency Amount is equal to: $263.26+661.20+164.30=1088.76$; and 1088.75 is printed instead. But the Invoice Balance 992.35 is equal to the Net Invoice displayed on the Invoice Data Entry.

Packing List Printing

The **MCR** form has been added to the Packing List Printing **Template Selection** list to allow printing Unit Price with Customer's Currency.



Packing List Printing

Main Report

Page: 1

Packing List

ABC Distribution and Service Corp.

Shipping Number: 0100147
Ship Date: 9/25/2014

Order Number: 0000226
Order Date: 9/25/2014
Salesperson: 0100
Customer Number: 01-ABF

Sold To:
 Avnet Processing Corp
 3361 W. Kenosha
 Powers Building
 Suite 100
 Racine, WI 53120
Confirm To:
 John Quinn

Ship To:
 American Business Futures
 Racine Warehouse
 5411 Kendrick Place
 Racine, WI 53120

Number of Packages: 1

| Customer P. O. | Ship VIA | F. O. B. | Terms | | | | |
|--------------------------------|----------|-----------------------|-------------|-------------|------------|--------|--|
| | UPS BLUE | | Net 30 Days | | | | |
| Item Number | Unit | Ordered | Shipped | Backordered | Unit Price | Total | |
| 1001-HON-H252 | EACH | 2.00 | 2.00 | 0.00 | 140.708 | 281.42 | |
| HON 2DRAWER LETTER FLE W/O LK | | Warehouse: 001 | | | | | |
| 1001-HON-H252LK | EACH | 5.00 | 5.00 | 0.00 | 141.362 | 706.81 | |
| HON 2 DRAWER LETTER FLE W/ LCK | | Warehouse: 001 | | | | | |
| 2480-8-50 | EACH | 3.00 | 3.00 | 0.00 | 58.545 | 175.63 | |
| DESK FILE 8" CAP 50 | | Warehouse: 001 | | | | | |
| Lot Number: JAN10 | | | | | | | |

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 100%

Open Sales Order Report

The **Print in Sales Order Currency** checkbox has been added to the Open Sales Order Report to allow printing the report in the currency code entered for the sales order.

The screenshot shows the SAP 'Open Sales Order Report (ABC) 9/25/2014' dialog box. The 'Print in Sales Order Currency' checkbox is checked and highlighted with a red box. Other settings include: Report Setting: STANDARD; Description: Open Sales Order Report; Setting Options: Type: Public, Print Report Settings: unchecked, Number of Copies: 1, Default Report: checked, Three Hole Punch: unchecked, Collated: checked; Sort Report By: Sales Order Number; Sales Order Types to Print: All Types: unchecked, Back Orders: checked, Master Orders: unchecked, Internet Orders: unchecked, Standard Orders: checked, Price Quotes: unchecked, Repeating Orders: unchecked, RMA Orders: unchecked; Extension Calculation: Quantity On Order; Sales Order Statuses to Print: All Statuses: checked, New: checked, Open: checked, Hold: checked; Print Summary Report: unchecked, Print Tax Detail: unchecked, Only Print Unauthorized or Expired Credit Card Orders: unchecked; Include Component Lines: unchecked, Print Comments: Partial; Selections table:

| Select Field | Operand | Value |
|--------------------|---------|-------|
| Sales Order Number | All | |
| Customer Number | All | |
| Shipping Date | All | |

At the bottom, there is a printer selection dropdown (WIGSERVER\HP LaserJet 1022), a 'Keep Window Open After' section with 'Print' and 'Preview' checkboxes, and buttons for 'Print', 'Preview', 'Setup', and a help icon.

If the checkbox is selected all orders having **Currency Code** with corresponding **Currency Rate** entered in the Sales Order Entry will be printed in the report. Here is an example of printout:

Open Sales Order Report
 Sorted By Sales Order Number
 For Order Types: Back Orders, Standard Orders

ABC Distribution and Service Corp. (ABC)

| Order Number | Type / eBM Ptm Date | Customer / Name Item Code | Item Description | Currenc y | Currenc y | P Whts L | Unit Meas | Price | Quantity On Order | Quantity Shipped | Quantity Back Order | Extension |
|--------------|---------------------|---------------------------|--------------------------------|-------------------|-----------|----------|-----------|---------|-------------------|------------------|---------------------|-----------|
| 0000222 | Std | 01-ABF | American Business Futures | CAN | 1.6111 | | | | | | | |
| | | Cust PO: 1001-HON-H252 | HON 2 DRAWER LETTER FLE W/O LK | Salesperson: 0100 | | | | 135.332 | 2.00 | 0.00 | 0.00 | 270.66 |
| | 9/11/2014 | | | Last Invoice: | | | | | | | | |
| | | | | | | | | | | | | 270.66 |
| | | | | | | | | | | | | 161.11 |
| | | | | | | | | | | | | 168.00 |
| | | | | | | | | | | | | 80.56 |
| | | | | | | | | | | | | 420.00 |
| | | | | | | | | | | | | 28.93 |
| | | | | | | | | | | | | 21.00 |
| | | | | | | | | | | | | 427.93 |
| 0000226 | Std | 01-ABF | American Business Futures | CAN | 1.6751 | | | | | | | |
| | | Cust PO: 1001-HON-H252 | HON 2 DRAWER LETTER FLE W/O LK | Salesperson: 0100 | | | | 140.708 | 2.00 | 0.00 | 0.00 | 281.42 |
| | 9/25/2014 | | | | | | | | | | | |
| | 9/25/2014 | 1001-HON-H252LK | HON 2 DRAWER LETTER FLE W/LCK | | | | | 141.362 | 5.00 | 0.00 | 0.00 | 706.81 |
| | 9/25/2014 | 2480-B-50 | DESK FILE 8" CAP 50 | | | | | 58.545 | 3.00 | 0.00 | 0.00 | 175.63 |
| | | | | | | | | | | | | 1,163.86 |

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 150%

*Note: The report Totals are printed by Sales Order.
 No grand total is available if the Print in Sales Order
 Currency checkbox is selected.*

Inquires

Invoice History Inquiry

The **Currency Info...** button on the **Invoice History Inquiry** screen displays the currency related information designated on the current invoice.

Invoice No. 0100147 Type INV Date 9/25/2014
Source S/O Order No. 0000226

Customer No. 01-ABF American Business Futures
Ship To 2 American Business Futures Bill To 01-AVNET
Source Journal SO-000054 RMA No.

Terms Code 01 Net 30 Days Ship Date 9/25/2014
Ship Via UPS BLUE Schedule W/
FOB Ship Zone Tracking...
Customer PO Weight
Salesperson 01-0100 Jim Kentley Apply To
Confirm To John Quinn IT User ID
Comment
E-mail artie@abf.com
Fax Batch Fax

| | |
|---------------|--------|
| Taxable | .00 |
| Nontaxable | 694.80 |
| Freight | .00 |
| Sales Tax | .00 |
| Discount | .00 |
| Invoice Total | 694.80 |
| Deposit | .00 |
| Net Invoice | 694.80 |

Balance 694.80

Currency Information

Currency Code CAN
Currency Rate 1.6751
Payment Rate Type Cash Rate
Invoice Total 1,163.86
Net Invoice 1,163.86

OK

If the **MCR** template is selected in Invoice Printing, and the **Print in Currency** check box has been selected in the Invoice Data Entry, the Currency information will be displayed on the printing.

Invoice Page: 1

ABC Distribution and Service Corp.

Invoice Number: 0100147-IN
Invoice Date: 9/25/2014

Order Number: 0000226
Order Date: 9/25/2014
Salesperson: 0100
Customer Number: 01-ABF
Currency Code: CAN
Currency Rate: 1.6751

Sold To:
 Avnet Processing Corp
 3361 W. Kenosha
 Powers Building
 Suite 100
 Racine, WI 53120
Confirm To:
 John Quinn

Ship To:
 American Business Futures
 Racine Warehouse
 5411 Kendrick Place
 Racine, WI 53120

| Customer P.O. | Ship VIA | F.O.B. | Terms |
|---------------|----------|--------|-------------|
| | UPS BLUE | | Net 30 Days |

| Item Code | Unit | Ordered | Shipped | Back Ordered | Price | Amount |
|-------------------------------|------|---------|-----------|--------------|---------|--------|
| 1001-HON-H252 | EACH | 2.00 | 2.00 | 0.00 | 140.708 | 281.42 |
| HON 2DRAWER LETTER FLE W/O LK | | | Whse: 001 | | | |
| 1001-HON-H252LK | EACH | 5.00 | 5.00 | 0.00 | 141.362 | 706.81 |
| HON 2DRAWER LETTER FLE W/LCK | | | Whse: 001 | | | |
| 2480-8-50 | EACH | 3.00 | 3.00 | 0.00 | 58.545 | 175.63 |
| DESK FILE 8" CAP 50 | | | Whse: 001 | | | |

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 100%

Sales Order/Quote History Inquiry

Select the Sales Order/Quote History Inquiry from the Sales Order Inquiries menu. Click the Header tab.

The screenshot shows the Sage Sales Order and Quote History Inquiry (ABC) 9/26/2014 window. The window is divided into several sections. At the top, there is a header bar with the Sage logo and the window title. Below the header bar, there are navigation buttons (Invoices..., Credit...) and a tabbed interface with tabs for 1. Header, 2. Address, 3. Lines, and 4. Totals. The 1. Header tab is selected. The main area contains various fields for order details, including Order Number (0000226), Order Date (9/25/2014), RMA No., Master/Repeating No., Customer No. (01-ABF), Customer PD, Status (Complete Order), Canceled Code, Last Invoice Date (9/25/2014), Last Invoice No. (0100147), Sales Tax Schedule (WI), Ship To Addr (2), Terms Code (01 Net 30 Days), Ship Via (UPS BLUE), Warehouse (001 EAST WAREHOUSE), Confirm To (JOHN QUINN), E-mail (artie@abf.com), Comment, Salesperson (0100 Jim Kentley), Split Comm. (NO), Currency Code (CAN), Payment Rate Type (Cash Rate), and Fixed Rate (unchecked) with a Rate of 1.6751. The Currency Code field is highlighted with a blue box.

Currency Code: Displays the **Currency Code** used on the Sales Order.

Payment Rate Type: **Order Rate** implies that the rate indicated on the Sales Order Entry is being used for payment. **Cash Rate** implies that the amount is being paid based on the exchange rate at the time of payment (cash receipt).

Fixed Rate: This box is checked if a fixed currency rate is being used.

Rate: Indicates the fixed rate used for payment.