

Job accounting

F W A

PURCHASE ORDER

Invoicing

- Printable PDF or RTF
- Electronically communicated
- Comprehensive bulk invoice release tool
- Can include credit, refund and payment details

tel: 01235 818416 Fax: 01235 519935

Applications for payment

- By Client period end dates
- First stage create one application for all approved jobs
 - Inclusion of interim payments on jobs
 - Automated adjustment against previous interim payments
 - Automated SLA failure adjustment
- Second stage audit of application ability to make individual changes to job values
 - Automated penalty for excess audit failures
 - Remove selected jobs from application
- Third stage approval of application
- Fourth stage raise invoice/ link to Client systems e.g. Oracle Financials for automated payment

Order No: OM026805 A

Supplier telephone: 01235 512 957 Supplier fax number: 01235 512 880
 Supplier: Didcot Glass & Glazing
 14 Cockcroft Rd

Job ref: SR20872/1

Purchase orders

- Raise purchase orders from cost schedules
- Print or electronically transfer orders
- Can be edited or cancelled, complete audit trail
- Reconcile against supplier invoices

Quantity	Description	Unit price	Total Price
1	A 792x450x24mm clear	28.19	28.19

send invoices and statements to the above address 28.19

Authorised by _____ Signed _____ Date _____

