

Microsoft Excel - 1-receipt\_T\_M3987

	A	B	C	D	E	F	G	H	I
	Company	Invoice_Nu	Receipt_N	Comments	Payment	Payment_Amount	Payment_Date	Payment_Method	Account
1		T_M3987			0	0			1083
2									
3									
4									
5									
6									
7									
8									

MC = 1083  
 VISA = 1080  
 DIRECT DEBIT = 1075  
 CASH = 1060  
 CHQ = 1060

### GL ACCOUNTS FOR RECEIPT CSV FILE.

These different codes need to be applied to the CSV based on whatever method they select.

Method Of Payment

☐ Direct Debit  
☐ Visa ☒ Mastercard

Card Number: 012345678901 CSV:

Expiry Month: Jan Expiry Year: 2013

☐ Please call me for my Credit Card Number

The drop down "payment method" at the bottom may not be needed if we have all these options at the top of the form.

so on the receipt CSV file... under the **column I**

right now we have it set to just show 1060 always... but we need it to show the numbers based on the payment method if someone selects **mastercard** then on the receipt file under account in column I it needs to show **1083**

Method Of Payment

☐ Direct Debit ☒ Visa ☐ Mastercard

Card Number: 012345678901 CSV:

Expiry Month: Jan Expiry Year: 2013

☐ Please call me for my Credit Card Number

if they select **visa** then it needs to show **1080**

Method Of Payment

☒ Direct Debit

Signature:

By entering my name above i agree to allow my Bank account listed on the cheque i created to be Debit for the Total amount of my order.

if they select **direct debit** here then it needs to show **1075**

☐ Visa ☐ Mastercard

Card Number: 012345678901 CSV:

Expiry Month: Jan Expiry Year: 2013

☐ Please call me for my Credit Card Number

☐ Cash ☐ Cheque

we also need to add 2 extra tick boxes **only to be added to the editor 1** for cash another 1 for cheque put them right underneath the text Please call me for my credit card Number **for both manual and laser** and those two tick boxes will trigger their #'s

on the receipt.csv file

**CASH = 1060 / CHQ = 1060**

**SUBMIT ORDER**

PAID BY VISA #nnnn AUTH# \_\_\_\_\_  
OR  
PAID BY MC #nnnn AUTH# \_\_\_\_\_  
OR  
PAID PRE-AUTH DEBIT B# \_\_\_\_\_

ORDER UPDATED | \_\_\_\_\_

**INVOICE COMMENT BOX DATA:**

the following data should be dumped into comment box. It should be pulling this from whatever the customer selects. (Visa/MC/DD etc). It should also dump in the last 4 digits of the credit card#. The text after Auth # will be blank for us to fill in. I would highly recommend that we just have a box for the Auth # to fill in. We will need 1 place for this data to be so it can auto fill the receipt number (like this)

**nnnn = last 4 digits from the Card Number field**

Method Of Payment

☐ Direct Debit  
☒ Visa ☐ Mastercard

Card Number: 012345678901 CSV: \_\_\_\_\_

Expiry Month: Jan Expiry Year: 2013

☐ Please call me for my Credit Card Number

what that means is...

if someone enters a visa card # then in the comments section we want it to say

**PAID BY VISA #8901 AUTH# \_\_\_\_\_**

Method Of Payment

☐ Direct Debit  
☐ Visa ☒ Mastercard

Card Number: 012345678901 CSV: \_\_\_\_\_

Expiry Month: Jan Expiry Year: 2013

☐ Please call me for my Credit Card Number

if they entered a mastercard # so it says  
**PAID BY MC #8901 AUTH# \_\_\_\_\_**

if they select the direct debit tick box than it should say  
**PAID PRE-AUTH DEBIT B# \_\_\_\_\_**

The '\_\_\_\_\_' after the # is an input field where our client will be able to input small data

Method Of Payment

☒ Direct Debit

Signature: \_\_\_\_\_

By entering my name above i agree to allow my Bank account listed on the cheque i created to be Debit for the Total amount of my order.



**SUBMIT ORDER**

change this text to  
**INVOICE DATE**

ORDER UPDATED  
DATE

### Receipt Date

Should be the same date as invoice date.  
Please keep it as an editable field,  
by default it should just copy invoice date.

For example..

if i select the invoice date as dec 31st  
then dec 31st needs to auto show here

we still need to be able to overwrite that date  
but by default they should be the same

ORDER UPDATED  
DATE

☐ invoice to Billing Email address  
☐ enter email address  
☐ NO EMAIL SENT

☐ Paid ☐ Outstanding

**CREATE INVOICE**

View Last Created Invoice

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Receipt #

Comments

Amount

Date

Method of Payment ▼