

Bank Statement Report

Use this screen to print the bank statement. The report includes the debit balance details, the check details if the amount is transacted through check, account number and its description, etc.

Go To: Bank Cash → Bank/Cash Report → Bank Statement.

Clicking on the *Bank Statement* option displays the *Bank Statement* window.

The screenshot shows the 'Bank Statement' window in the VEPICURE system. The window has a dark blue header with the 'DAYCHMASTER' logo and 'VEPICURE' text. A search bar is on the right. A left sidebar contains a menu with options: Dashboard, Common, Inventory, Purchase, Quality Control, Sales, Accounts Payable, Accounts Receivable, General Ledger, Bank/Cash, R and D, BOM, Production, and Costing. The main area is titled 'Bank Statement' and contains a 'Parameter' section with the following fields: 'From Date' (01/01/17), 'To Date' (10/19/20), 'From Account Key' (10005000000), 'To Account Key' (blank), 'From Bank ID' (100), 'To Bank ID' (blank), and 'Display In' (Home Currency selected). There are search icons next to the 'From Account Key', 'To Account Key', 'From Bank ID', and 'To Bank ID' fields. To the right of these fields, the text 'Petty Cash' and '14100100000' are visible. At the bottom right, there are 'Process' and 'Close' buttons.

Printing Bank Statement

1. Open the *Bank Statement* window.
2. Enter the date range under which you want to print the report, in the respective fields.
3. Enter the range of *Account Key* and *Bank* IDs that you want to print, in the respective fields.
4. Select *Home Currency*/ *Bank Currency*.
5. Click the *Process* button to print the report.



- a. Leaving the *From Date* and *To Date* fields blank has the same effect as selecting the first and last available values, respectively.