

Conversion of Permanent Prepayment to Temporary Prepayment

Create Prepayment Invoice

Invoice Header [Show Less](#)

General Accounting Tax Additional Information

Identifying PO

Business Unit ARON USA BU

Payment Business Unit ARON USA BU

Supplier ARON INC1

Supplier Number 9100200

Supplier Site ARON

Supplier Site Address NEW BRUNSWICK, NJ 08989 Middlesex

Legal Entity ARON US Legal Entity

First-Party Taxpayer ID 73843473

Invoice Group

Number Prepayment Inv

Amount USD - 40,000.00

Payment Currency USD -

Type Prepayment

Description

☐ Intercompany invoice

☐ Allow prepayment application

Apply After

Date 13-Mar-2025

Payment Terms Immediate

Goods Received dd-mmm-yyyy

Invoice Received dd-mmm-yyyy

Terms Date 13-Mar-2025

Requester

Comments

Attachments None

Note

Lines [Match Invoice Lines](#)

View

Distribution Reference Tax Purchase Order Multiperiod Accounting Asset Project

Number	Type	Amount	Distribution Set	Distribution Combination	Prorate Across Item Lines	Description	Tax Classification	Ship-to Location
1	Item	40,000.00		1000-1000-15015-0000-0000-0000	<input type="checkbox"/>			

Validate the Prepayment Invoice without enabling the check box Allow Prepayment applications

Create Invoice: Prepayment Inv [Show Less](#)

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Legal Entity ARON US Legal Entity

First-Party Taxpayer ID 73843473

Invoice Group

Number Prepayment Inv

Amount USD - 44,000.00

Payment Currency USD -

Type Prepayment

Description

☐ Intercompany invoice

☐ Allow prepayment application

Apply After

Date 13-Mar-2025

Payment Terms Immediate

Goods Received dd-mmm-yyyy

Invoice Received dd-mmm-yyyy

Terms Date 13-Mar-2025

Requester

Comments

Attachments None

Note

Lines [Match Invoice Lines](#)

View

Distribution Reference Tax Purchase Order Multiperiod Accounting Asset Project

Number	Type	Amount	Distribution Set	Distribution Combination	Prorate Across Item Lines	Description	Tax Classification	Ship-to Location
1	Item	44,000.00		1000-1000-15015-0000-0000-0000	<input type="checkbox"/>			

The status will be Unpaid after the validation, here I have enabled tax @10 that is the reason it is taking as 44000

Pay in Full: Prepayment Inv

Payment Amount 44,000.00 USD

Payment Method ARON EFT

Bank Account ARON CORPORATE ACCOUNT

Payment Process Profile ARON PAYMENT PROCESS PROFILE

Remit-to Account XXXXXXXX7655

Remit-to Bank Name ARON BANK

Remit-to Branch Name ARON BRANCH

Payment Document ARON CHECK1

Payment Number 300007

Conversion Rate Type

Conversion Date

Conversion Rate

Document Category

Document Sequence

Voucher Number

Make payment for the Prepayment Invoice

Create Invoice: Prepayment Inv ⓘ

Permanent prepayment Invoice Actions Save and Create Next Save Save and Close Cancel

Last Saved 13-Mar-2025 02:21 PM

Invoice Header Show Less

General Accounting Tax Additional Information

Identifying PO	Number	Prepayment Inv	Date	13-Mar-2025
Business Unit ARON USA BU	* Amount	USD - USD	Payment Terms	Immediate
Payment Business Unit ARON USA BU		Dollar	Goods Received	
Supplier ARON INC1	Payment Currency	USD - USD Dollar	Invoice Received	
Supplier Number 9100200	Type	Prepayment	Terms Date	13-Mar-2025
Supplier Site ARON	Description		Requester	
Supplier Site Address NEW BRUNSWICK, NJ 08989 Middlesex	Intercompany invoice		Comments	
Legal Entity ARON US Legal Entity	Allow prepayment application		Attachments	None +
First-Party Taxpayer ID 73843473	Apply After		Note	
Invoice Group				

Now the Prepayment Invoice is Paid and the status for it is Permanent Prepayment
Create Normal Invoice

Invoice Header Show Less

General Accounting Tax Additional Information

Identifying PO	* Number	AV0001	* Date	13-Mar-2025
Business Unit ARON USA BU	* Amount	USD - 22,000.00	* Payment Terms	Immediate
Payment Business Unit ARON USA BU	Payment Currency	USD -	Goods Received	dd-mm-yyyy
Supplier ARON INC1	Type	Standard	Invoice Received	dd-mm-yyyy
Supplier Number 9100200	Description		* Terms Date	13-Mar-2025
Supplier Site ARON	Intercompany invoice		Requester	
Supplier Site Address NEW BRUNSWICK, NJ 08989 Middlesex	Allow prepayment application		Comments	
* Legal Entity ARON US Legal Entity	Net of Retainage		Attachments	None +
First-Party Taxpayer ID 73843473			Note	
Invoice Group				

Lines ⓘ Match Invoice Lines

View + - Detach Allocate Cancel Line Distributions

Distribution Reference Tax Purchase Order Multiperiod Accounting Asset Project

* Number	* Type	* Amount	Distribution	Reference	Tax
			Distribution Set	Description	Tax Classification
1	Item	20,000.00	COMPUTERS		

Invoice is created, validated and Posted to ledger.

Create Invoice: AV0001 ⓘ

Validated Invoice Actions Save and Create Next Save Save and Close Cancel

Saved 13-Mar-2025 02:50 PM

Invoice Header Show Less

General Accounting Tax Additional Information

Identifying PO	Number	AV0001	Date	13-Mar-2025
Business Unit ARON USA BU	* Amount	USD - 22,000.00	Payment Terms	Immediate
Payment Business Unit ARON USA BU	Payment Currency	USD -	Goods Received	dd-mm-yyyy
Supplier ARON INC1	Type	Standard	Invoice Received	dd-mm-yyyy
Supplier Number 9100200	Description		* Terms Date	13-Mar-2025
Supplier Site ARON	Intercompany invoice		Requester	
Supplier Site Address NEW BRUNSWICK, NJ 08989 Middlesex	Allow prepayment application		Comments	
* Legal Entity ARON US Legal Entity	Net of Retainage		Attachments	None +
First-Party Taxpayer ID 73843473			Note	
Invoice Group				

Invoice Actions

- Manage Installments
- Calculate Tax Ctrl+Alt+X
- Validate Ctrl+Alt+V
- Apply or Unapply Prepayments
- Manage Holds
- Account Coding
- Approval
- View Approval and Notification History
- Cancel Invoice
- Delete Invoice
- Pay in Full
- Post to Ledger
- Account in Draft

Click on Apply and Unapply Prepayments option under Invoice Option to apply the prepayment

Create Invoice: AV0001

Validated Invoice Actions Save and Create Next Save Save and Close Cancel

Last Saved 13-Mar-2025 02:52 PM

Invoice Header Show Less

General Accounting Tax Additional Information

Identifying PO Business Unit ARON USA BU Payment Business Unit ARON USA BU Supplier ARON INC1 Supplier Number 9100200 Supplier Site ARON Supplier Site Address NEW BRUNSWICK, NJ 08989 Middlesex Legal Entity ARON US Legal Entity First-Party Taxpayer ID 73843473 Invoice Group

Apply or Unapply Prepayments

Available

View Detach Apply

Number	Description	Site	Purchase Order	Currency	Available	* To Apply	* Accounting Date
No data to display.							

Applied

View Detach Unapply

Number	Description	Site	Purchase Order	Currency	Applied	* Application Accounting Date
No data to display.						

Done

But you will not find any prepayment for the application as it was a Permanent Prepayment.

Conversion of Permanent prepayment to Temporary Prepayment, Let's try to edit the Permanent prepayment invoice

If you Open the Prepayment Invoice from manage invoice page and try edit the invoice, all the options are frozen for editing

Edit Invoice: Prepayment Inv

Permanent prepayment Invoice Actions Save Save and Close Cancel

Last Saved 13-Mar-2025 02:23 PM

Invoice Header Show Less

General Accounting Tax Additional Information

Identifying PO	Number	Prepayment Inv	Date	13-Mar-2025
Business Unit ARON USA BU	* Amount	USD - USD Dollar	Payment Terms	Immediate
Payment Business Unit ARON USA BU		44,000.00	Goods Received	
Supplier ARON INC1	Payment Currency	USD - USD Dollar	Invoice Received	
Supplier Number 9100200	Type	Prepayment	Terms Date	13-Mar-2025
Supplier Site ARON	Description	Intercompany invoice	Requester Comments	
Supplier Site Address NEW BRUNSWICK, NJ 08989 Middlesex		Allow prepayment application	Attachments	None
Legal Entity ARON US Legal Entity	Apply After		Note	
First-Party Taxpayer ID 73843473				
Invoice Group				

Search Tasks Manage Invoice

Payables

View Format Freeze Detach Wrap Show All Tasks

Task	Scope
Manage Invoice Options	ARON USA BU
Manage Payment Options	ARON USA BU
Manage Tax Reporting and Withholding Tax Options	ARON USA BU

Now go to Manage Invoice Options

ORACLE Manage Invoice Options

Business Unit ARON USA BU

Invoice Entry

☐ Require invoice grouping
☒ Allow document category override
☒ Allow adjustments to paid invoices
☒ Allow remit-to supplier override for third-party payments
☐ Recalculate invoice installments
☐ Hold unmatched invoices
☐ Enable invoice account coding workflow
☐ Prevent Deletion of Invoice Attachments
☐ Evaluate duplicate invoice hold during validation

Receipt Acceptance Days

Invoice Currency
 Payment Currency
 Pay Group
 * Payment Priority 99
 * Payment Terms Immediate
 * Terms Date Basis Invoice date
 * Pay Date Basis Discount date
 * Accounting Date Basis Invoice date
 * Budget Date Basis Accounting date
 Account Derivation Method

Save Save and Close Cancel

Enable the check box Allow **“Adjustments to paid Invoices”** and click on save and close

Edit Invoice: Prepayment Inv

Permanent prepayment Invoice Actions Save Save and Close Cancel

Last Saved 13-Mar-2025 02:23 PM

Invoice Header Show Less

General Accounting Tax Additional Information

Identifying PO
 Business Unit ARON USA BU
 Payment Business Unit ARON USA BU
 Supplier ARON INC1
 Supplier Number 9100200
 Supplier Site ARON
 Supplier Site Address NEW BRUNSWICK, NJ 08989 Middlesex
 * Legal Entity ARON US Legal Entity
 First-Party Taxpayer ID 73843473
 Invoice Group

* Number Prepayment Inv
 * Amount USD 44,000.00
 Payment Currency USD
 Type Prepayment
 Description
☐ Intercompany invoice
☒ Allow prepayment application
 * Apply After 13-Mar-2025

Date 13-Mar-2025
 Payment Terms Immediate
 Goods Received
 Invoice Received
 Terms Date 13-Mar-2025
 Requester
 Comments
 Attachments None
 Note

Now reopen the Prepayment Invoice after the changes in the Invoice Options to enable the **“Allow Prepayment Application”**

Edit Invoice: Prepayment Inv

Permanent prepayment Invoice Actions Save Save and Close Cancel

Last Saved 13-Mar-2025 02:23 PM

Invoice Header Show Less

General Accounting Tax Additional Information

Identifying PO
 Business Unit ARON USA BU
 Payment Business Unit ARON USA BU
 Supplier ARON INC1
 Supplier Number 9100200
 Supplier Site ARON
 Supplier Site Address NEW BRUNSWICK, NJ 08989 Middlesex
 * Legal Entity ARON US Legal Entity
 First-Party Taxpayer ID 73843473
 Invoice Group

* Number Prepayment Inv
 * Amount USD 44,000.00
 Payment Currency USD
 Type Prepayment
 Description
☐ Intercompany invoice
☒ Allow prepayment application
 * Apply After 13-Mar-2025

Manage Installments
 Calculate Tax Ctrl+Alt+X
 Validate Ctrl+Alt+V
 Apply or Unapply Prepayments
 Manage Holds
 Account Coding
 Approval
 View Approval and Notification History
 Cancel Invoice
 Delete Invoice
 Pay In Full
 Post to Ledger
 Account in Draft
 Attachments None
 Note

Validate the Invoice after Enabling the **“Allow Prepayment application”** option

Now apply the prepayment on Invoice

Edit Invoice: AV0001

Invoice Actions: [Save] [Save and Close] [Cancel]

Manage Installments
Calculate Tax (Ctrl+Alt+X)
Validate (Ctrl+Alt+V)
Apply or Unapply Prepayments
Manage Holds
Account Coding
Approval
View Approval and Notification History
Cancel Invoice
Delete Invoice
Pay in Full
Post to Ledger
Account in Draft

Invoice Header Show More

Identifying PO
Business Unit ARON USA BU
Supplier ARON INC1
Supplier Number 9100200
Supplier Site ARON
Legal Entity ARON US Legal Entity
Invoice Group

Number AV0001
Amount USD 22,000.00
Type Standard
Description

Lines Match Invoice Lines

Taxes

Totals

Items	Freight	Miscellaneous	Tax	Included Prepayments	Total
20,000.00	0.00	0.00	2,000.00	0.00	22,000.00
		Retainage 0.00	Withholding 0.00	Applied Prepayments 0.00	Due 22,000.00

Apply or Unapply Prepayments

Available

View [Dropdown] [Icons] [Detach] [Apply]

Number	Description	Site	Purchase Order	Currency	Available	To Apply	Accounting Date
Prepayment ...		ARON		USD	40,000.00	20,000.00	13-Mar-2025
					40,000.00		

Applied

View [Dropdown] [Icons] [Detach] [Unapply]

Number	Description	Site	Purchase Order	Currency	Applied	Application Accounting Date
No data to display.						

Done

Now the prepayments are available for application, select the invoice and click on Apply

Apply or Unapply Prepayments

Available

View [Dropdown] [Icons] [Detach] [Apply]

Number	Description	Site	Purchase Order	Currency	Available	To Apply	Accounting Date
Prepayment ...		ARON		USD	20,000.00	0.00	13-Mar-2025
					20,000.00		

Applied

View [Dropdown] [Icons] [Detach] [Unapply]

Number	Description	Site	Purchase Order	Currency	Applied	Application Accounting Date
Prepayment ...		ARON		USD	20,000.00	13-Mar-2025
					20,000.00	

Done

Click on Done


Edit Invoice: AV0001 [?](#) Validated Invoice Actions Save Save and Close Cancel Last Saved 13-Mar-2025 03:51 PM

Invoice Header [Show More](#)

Identifying PO

Business Unit ARON USA BU

Supplier ARON INC1

Supplier Number 9100200 

Supplier Site ARON

Legal Entity ARON US Legal Entity

Invoice Group

* Number AV0001

* Amount USD - 22,000.00

Type Standard

Description

Date 13-Mar-2025

Payment Terms Immediate


Terms Date 13-Mar-2025


Requester

Attachments None

Note

Available Prepayments: 1. Amount: 20000 USD

Lines [?](#) Match Invoice Lines 

Taxes 

Totals

Items	Freight	Miscellaneous	Tax	Included Prepayments	Total
20,000.00	0.00	0.00	2,000.00	0.00	22,000.00
	Retainage	Withholding	Applied Prepayments	Due	
	0.00	0.00	22,000.00	0.00	

Now validate the invoice and click on post to ledger, you can see that only 20,000 is available in the prepayment

Disable the Option Allow adjustments to Paid Invoice in the invoice options