

CASH INVOICE (PENDING)

Listed in the *Figure 1* are the Cash Invoices (Cash Sales) from the **Cash Invoice Module**. These Items are to be reviewed and posted as Cash Receipt Journals in Accounting.

Figure 1

Cash Invoice No: #	Customer Name	Invoice Date	Remarks
CI-INV-20190729-5	Customer Name	07/29/2019	Cash Sales
CI-INV-20190729-6	Customer Name	07/29/2019	Cash Sales

Showing 1 to 2 of 2 entries

< Previous 1 Next >

Clicking the **+ Button** will open the transaction. The Review Journal Tab (*Figure 2*) shows the Debit and Credit Entries and the Amounts. The Transaction Tab (*Figure 3*) shows the details of the Original Transaction.

Figure 2

CI-INV-20190729-6 Customer Name 07/29/2019 Cash Sales

Review Journal Payment

Txn # * : TXN-YYYYMMDD-XXX

Customer * : Customer Name Date * : 07/29/2019

Branch * : Admin

Method of Payment * : Cash

Check Date : Check # :

Journal Entries

Account	Memo	Dr	Cr	Action
Cash on Hand		6,050.00	0.00	+ -
Sales		0.00	5,401.79	+ -
Tax		0.00	648.21	+ -
Total		6,050.00	6,050.00	

Remarks : Cash Sales

FINALIZE AND POST THIS JOURNAL Close Notes/Remarks **CLOSE**

Adjust the details to your preference then click **Finalize and Post this Journal Button** to post the Transaction to Accounting. If you do not want to post the transaction to accounting, click the **Close Button** leaving a note in the form input field on its left.

Figure 3

CI-INV-20190729-6

Customer Name

07/29/2019

Cash Sales

Review Journal

Payment

Cash Invoice Transaction

</> Cash Invoice # : CI-INV-20190729-6

Contact Person : Customer Name

📅 Date Invoice : 07/29/2019

Email Address :

👤 Customer : Customer Name

Contact Number :

Item	UM	Qty	Unit Price	Discount	Gross	Net Total
TSHIRT V COLLAR 40	Piece	7.00	200.00	0.00	1,400.00	1,400.00
TSHIRT V COLLAR 25	Piece	6.00	250.00	0.00	1,500.00	1,500.00
TSHIRT V COLLAR 30	Piece	9.00	350.00	0.00	3,150.00	3,150.00
Discount 1:						0.00
Total Before Tax:						5,401.79
Tax Amount:						648.21
Total After Tax:						6,050.00
Discount 2:						0.00
Total :						6,050.00

Sales Flowchart

