# Exercise 65: Process an Incoming Payment

Follow this menu path:

**Logistics → Sales and Distribution → Billing → Billing Document → Create**

Enter the following data:

|  |  |
| --- | --- |
| Document Date | Current Date |
| Company Code | US00 |
| Currency/Rate | USD |
| Account | Bank Account |
| Amount | Total from your sales order |
| Account | Your DC Bikes customer number |

Click Post.

Return to the Document Flow.

|  |  |
| --- | --- |
| What is the status of the Accounting Document? |  |