1. Create company bank details record
2. Create Payment file format record
3. Create Vendor record

a) go to Bank Payment Details subtab in vendor record

b) Check EFT Bill Payment checkbox and save vendor record

c) Click on New Bank Details Button in Bank Payment Details Subtab on Vendor record.

1. Create Bank Details Record from vendor record.
2. Create Bill record. (Make approval status is ‘approved’ then you will be able to create bill payment record, after saving record click on make payment button.).
3. Create Bill Payments record.
4. Create Bill Payment Batches record.
5. It redirects to Payment File Administration record.