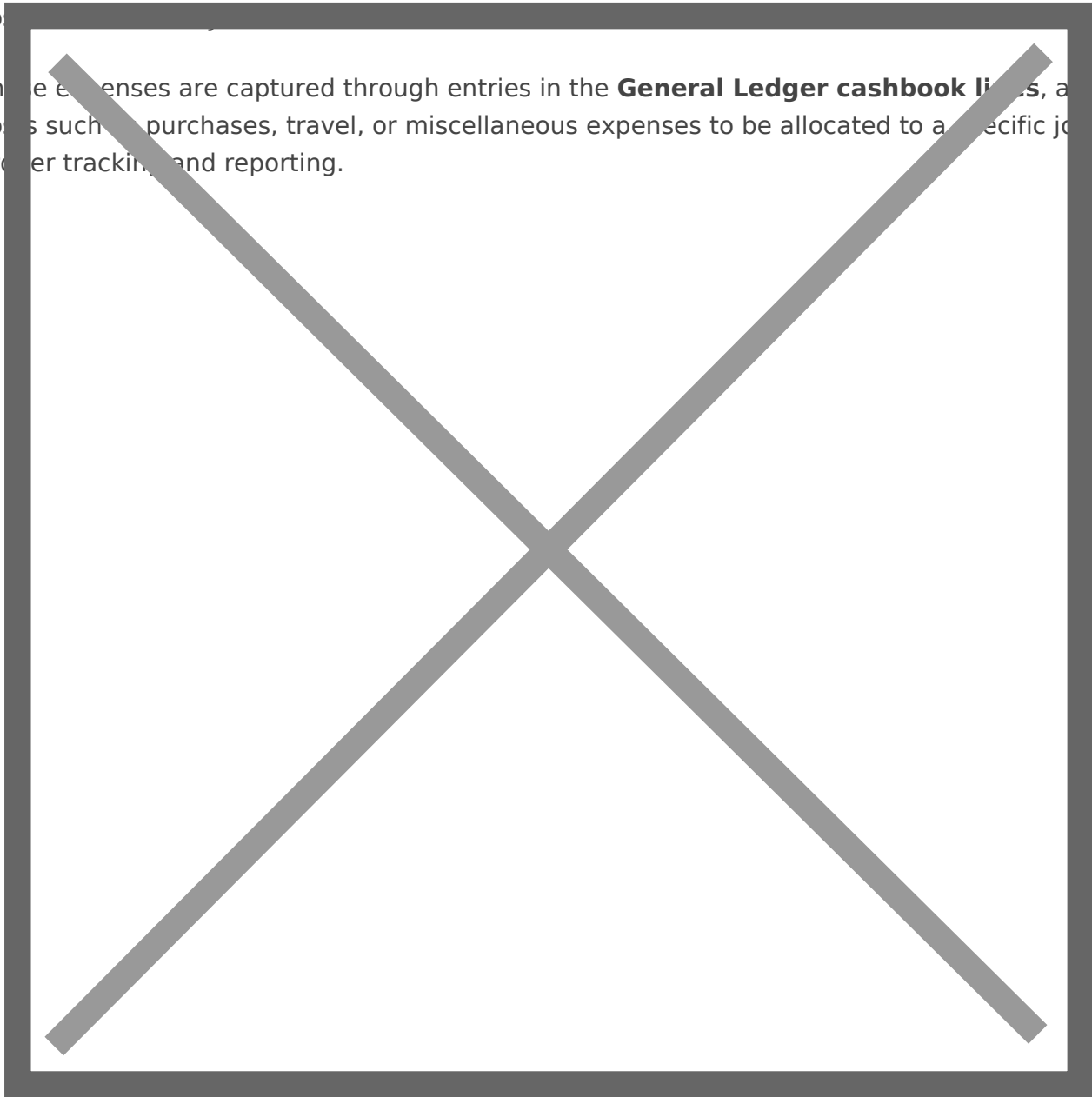


Job Expense Cashbook

Job expenses are linked directly to the **General Ledger cashbooks**, ensuring that all job-related costs are properly recorded.

These expenses are captured through entries in the **General Ledger cashbook lines**, allowing costs such as purchases, travel, or miscellaneous expenses to be allocated to a specific job for proper tracking and reporting.



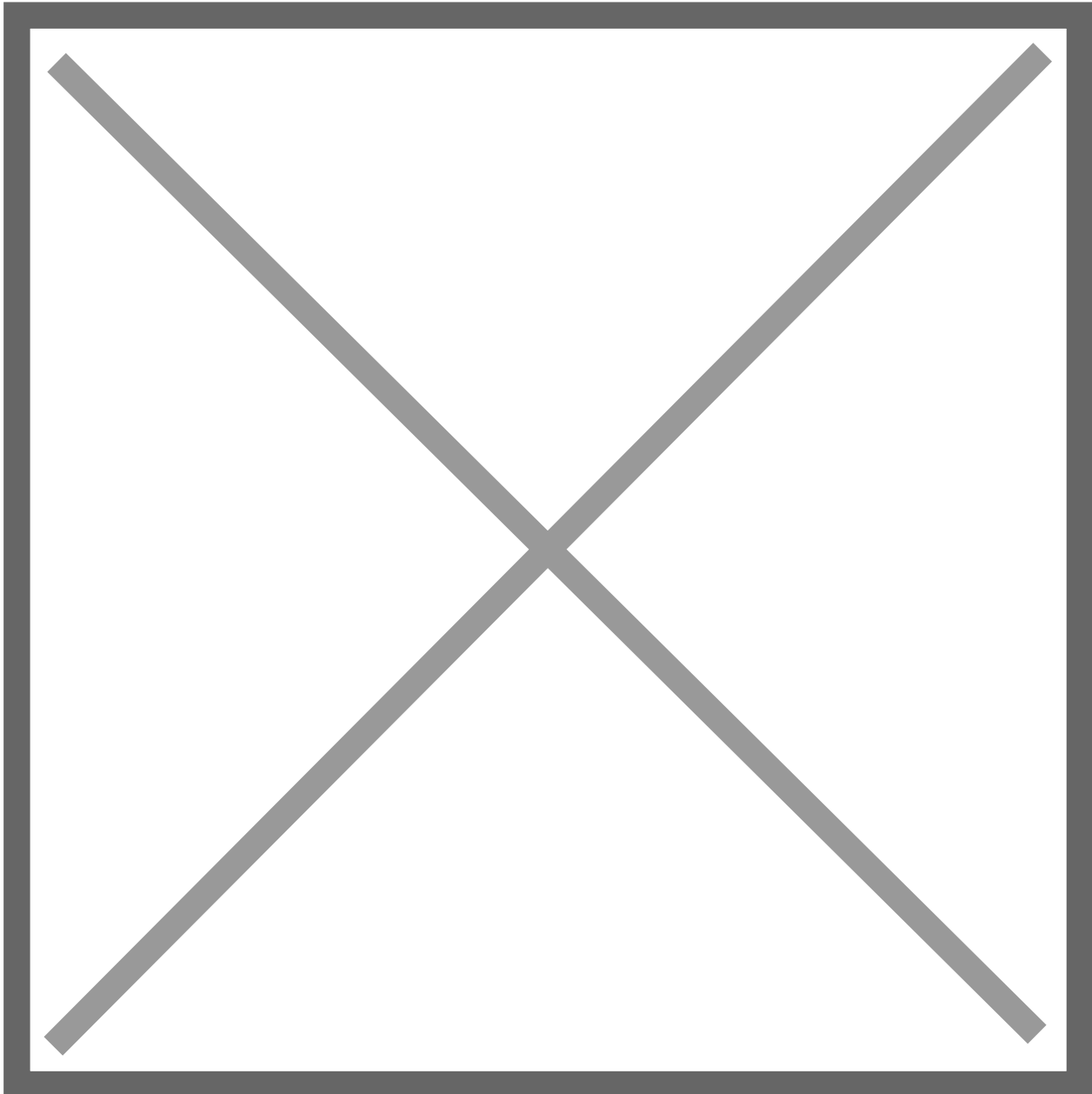
After clicking **Next**, you can assign the cashbook line to a specific job.

- Select the relevant **Job** to ensure the expense is correctly allocated

against the job line

This step ensures that all expenses are properly linked to the job and accurately reflected in job costing and reporting.

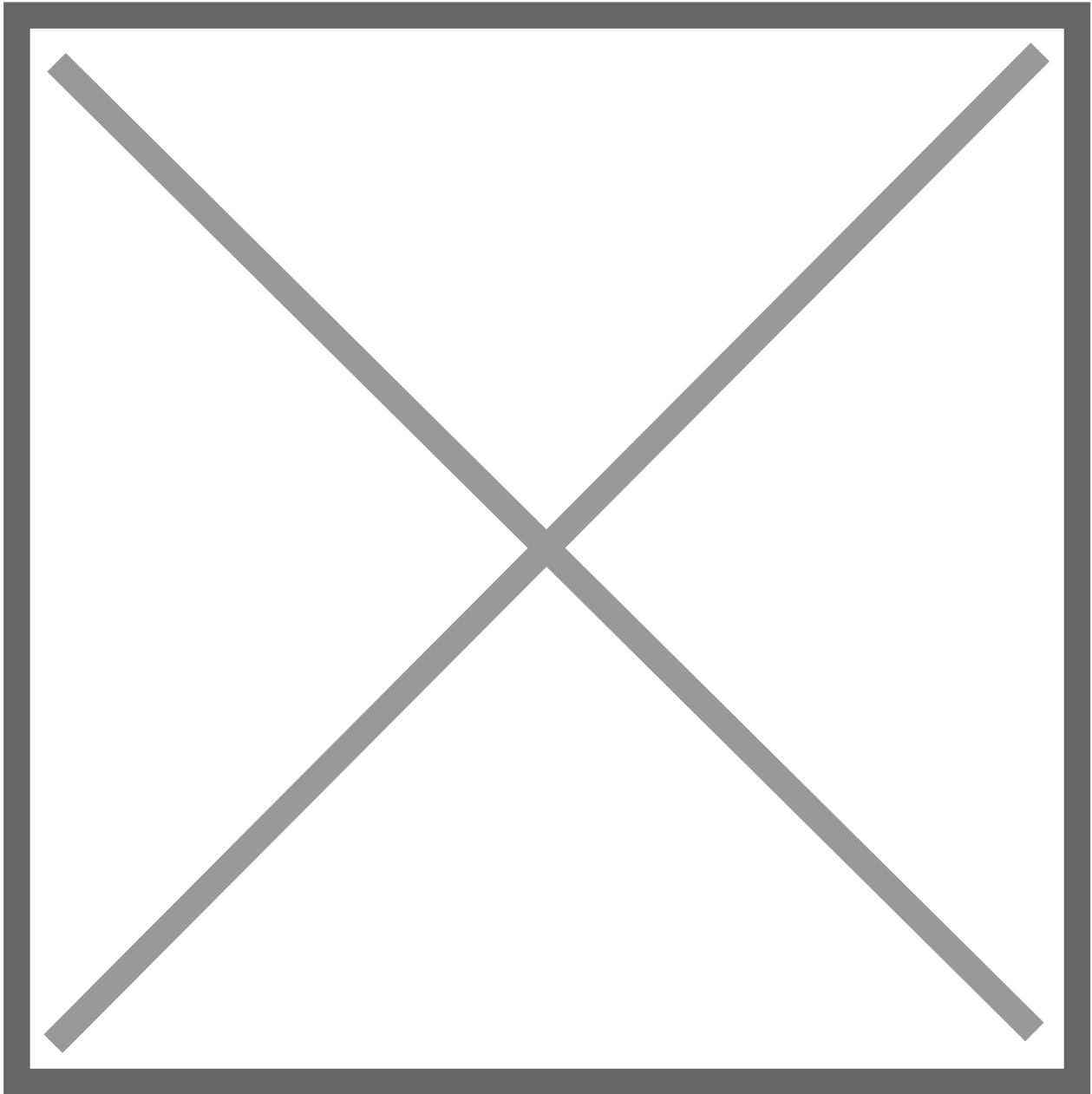
Once processed, the expense will be added to the job under the **Expense category**.



When reviewing the job detail line, the expense will display key information linked to the job:

- A **note** describing the expense
- A **usage quantity of 1**, indicating a single expense entry
- The **cost price**, showing the value allocated to the job

This provides clear visibility of how the expense has been recorded and applied within the job.



Revision #2

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