

Creditors Statements Menu

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Creditors Statements

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Statements

Search

Select All

Select None

Print

Print PDF

Email

Export

Status

Creditor From:

Creditor To:

Date From:

2024-12-01

Date To:

2024-12-31

Show Zero:

Currency:

NZ Dollar

Type:

Normal

Open Item

HO Linked Accs:

Email / Print:

All

Email

Print

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Remove Paging:

No data to display

#	Selected	HO	Code	Name	Currency Code	Statement Balance	Contacts	Email	Branch Totals
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Creditor From and Creditor To enter a specific creditor to run the statement or alternatively leave blank to see all Creditors.

Select all	By selecting the select all button the report will flag all debtors in the list
Select None	By selecting the select none button the report will deselect all debtors in the list
Print	Prints to screen the statement details
Pre-Print	send the statement to your email address
Print Pdf	prints and emails a pdf version to self
Email	this will email the statement to the person selected to receive statement shown on the email column
SMS	this will sms the statement to the person selected to receive sms statement (cell number provided)
Export	XML or CSV - export the statement in either a CSV or XML format
Status	opens up the printing status window so you can see the whether the statement was sent successfully.
Show Zero	tick this if you want to see statement with zero balance in the grid

Normal

Open statement

Billing Group