

Top Suppliers

Creditors >Reports > Report List

Top Suppliers

Date From:

2023-04-01

Date To:

2023-04-30

Supplier From:

Supplier To:

Sort By:

Highest Purchases

Generate

Close

Date From / Date To	Choose the date range for which you want to view the report from / Select a date range of when you want to see up to on the report.
Supplier From / Supplier To	Add in your Supplier from
Sort By	Choose from the drop-down menu how you would like your report sorted, your options are by Code, Supplier Name, Highest Purchase and Lowest Purchase.
Generate	Click the "Generate" button to open the report. You will have options to copy, email, or print the report. To view the report in an Excel document, copy the report and paste it into an Excel file.

Revision #8
Created 18 May 2023 21:58:22 by Paige
Updated 13 December 2024 01:20:41 by Pamela