

# Creditors Journal Transactions Report

Creditors> Reports> Report List

Full transactional history of all postings done within Creditors. With the opening and closing balance per creditor and movement between dates specified.

The "Print Creditors" tick is a filter to include creditors that have a closing balance but do not have any transactions within the selected date range that the report is generated for.

Removing this tick will return only creditors that have transactions within the report date range.

Creditors - Transaction Reports

Branch:

All

Creditor:

Creditor From:

Creditor To:

Division:

All

Region:

All

Period:

{DateFrom}:

2026-03-20

{DateTo}:

2026-04-20

Sort By:

Sub Sort By:

Column:

Print Creditors:

☒

Show PO:

☐

Show Source Doc:

☐

Generate

Export

Close

Report Request

|               |  |
|---------------|--|
| Branch        |  |
| Creditor From |  |
| Creditor To   |  |
| Division      |  |
| Region        |  |

|                             |                                                                                                                                  |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| <b>From Year</b>            |                                                                                                                                  |
| <b>To Year</b>              |                                                                                                                                  |
| <b>From Period</b>          |                                                                                                                                  |
| <b>To Period</b>            |                                                                                                                                  |
| <b>Sort By</b>              | Sort the report by selecting one option from the drop-down arrow. Options area: by Code, Description, Group Code or Bin Location |
| <b>Sub Sort By</b>          |                                                                                                                                  |
| <b>Show PO Tick</b>         |                                                                                                                                  |
| <b>Print Creditors Tick</b> |                                                                                                                                  |
| <b>Show Source Doc Tick</b> |                                                                                                                                  |

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