

Quote

Creating a new quote for a client

Video manual 2020 - [Click Here](#)

The screenshot displays the 'Invoice Search' window in a software application. The sidebar on the left shows the 'Quotation' option selected. The main window contains a search form with fields for Customer, Description, Date From, Date To, Order Number, Invoice Status, Reference, and Sales Rep. Below the search form, there are summary statistics: Total Ex GST: 16 971.20, Total GST: 2 545.71, Total Inc GST: 19 516.91. A table of 13 invoices is displayed, showing columns for #, Att, Memo, Invoice Date, Invoice Status, Customer Code, Customer Name, Description, Reference, Customer Link, Order No., and Sales. The table contains 13 rows of data, with the last row (13) showing a 'Preparation' status and a 'Round bar' description.

#	Att	Memo	Invoice Date	Invoice Status	Customer Code	Customer Name	Description	Reference	Customer Link	Order No.	Sales
1			2019-05-06	Preparation	DEV001	Devmain					
2			2020-08-05	Preparation	DEV001	Devmain					DEAL
3			2020-09-09	Preparation	ABC0010	ABC Company	Hardware required	Monitor and ke...		12345	DEAL
4			2020-09-09	Preparation	ABC0010	ABC Company	New invoice				DEAL
5			2020-10-01	Preparation	MAK01	Makoya Supply ...	SLA 12 months	12 months		Joe	DEAL
6			2020-11-20	Preparation	SAM001	NZ Metal	Order items				
7			2021-01-11	Preparation	ABC0010	ABC Company	Trackit serial number				DEAL
8			2021-01-28	Preparation	ABC0010	ABC Company	Proforma check	Ref		Order number	DEAL
9			2021-01-28	Preparation	CLBC001	Ay Hay Supplies	test				DEAL
10			2021-02-09	Preparation	NEW-8	Hair rise one	Retention Invoice	30810		Order	DEAL
11			2021-03-22	Preparation	CROSSING	The Crossing	Template task stock required				DEAL
12			2021-04-13	Preparation	ABC0010	ABC Company					DEAL
13			2021-04-13	Preparation	CLBC003	Ceedee Shading	Round bar				DEAL

Revision #3

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