

Stationery layout with colours

The system allows for some customising of stationery layouts to your company colours.

The new look is simple with more spacing in text with less data, but important points.

Tax Invoice



Tax Invoice To:

ABC Company
PO Box 123
Christchurch
Canterbury 8002
www.abccompany.co.nz

Huge ERP System

Address:

Wanaka WH, 12 Signup Road, City Central, Christchurch,
New Zealand 8000

Phone: +64 22 123456

Email: malcolm@erpsolutions.co.nz

Web: <https://erpsolutions.co.nz>

GST No: 135-000-345

Delivery Address:

John Doe – 022 852 9632
111 Moorhouse street
Christchurch
Canterbury
New Zealand 8001
malcolmwgranville@gmail.com

Invoice No: Preparation

Invoice Date: 04 Oct 2023

Terms: Net 20th after EOM

Payment Due: 20 Nov 2023

Order No: SO34

Description: Test sales order

<u>Code</u>	<u>Description</u>	<u>QTY</u>	<u>UOM</u>	<u>Price</u>	<u>Sub Total</u>
LAB/CONS01	Consulting	5		125.00	625.00

Payment Instructions and Notes:

Make Direct payments to: Huge ERP System

Bank Details: ANZ Bank, 123456789

Please state your customer code in the reference when paying.

[Click here to Pay with Stripe to pay this invoice using your credit or debit card.](#)

Currency:	NZ Dollar
Sub Total:	625.00
Discount: 0.00 %	0.00
Total Excluding GST:	625.00
Total GST:	93.75
TOTAL:	718.75

Update your colour on the company details and select the default stationery layouts.

Most of the layouts end with 000

Each layout can be configured to have their own colours

Edit Company Profile Info

Attachments

Print

Generic Naming Defaults

Functions

Close

Basic Settings

Advanced Settings

Basic

Address

Defaults

Additional

Email SMS

Bank Details

Company Code:

H5OF

Company Name:

Huge ERP System

Telephone:

+64 22 123456

Telephone 2:

+64 22 123456

Fax:

+64 22 123456

Email:

malcolm@erpsolutions.co.nz

Registration No.:

9429654321

GST Registration No.:

135-000-345

Website:

https://erpsolutions.co.nz

Current Year:

FY 2024

Current Period:

September 2023

Company Image:

H5OF_ERP5

Default Program Colour:

#d6dff7

Program Colour:

Module Aspect Ratio:

100%

Page Size:

250

Short Name:

Stationery Color:

#874286



Save

Close

Setting up the stationery

If you leave the stationery colour on the document blank, it will assume the colour selected on the main company profile setup.

If you wish to add a specific colour to the stationery layout then add the colour code on the stationery colour filter

Edit Company Profile Info

Attachments | Print | Generic Naming Defaults | Functions

Basic Settings | Advanced Settings

Settings | GL Links | Stationery | Asset | Support Logs | Custom Fields

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#	Document Type	Setup
1	Bill Of Materials	
2	Bill Of Materials Setup	
3	BOM Work Order	
4	BookIn Book Out Docu	
5	BookIn Receipt	
6	BookIn Supplier	
7	Credit Note	
8	Creditor Payment Rem	
9	Creditors Age Analysis	
10	Creditors Journal	
11	Debtors Age Analysis	
12	Debtors Journal	
13	Debtors Quote	
14	Debtors Quote Interna	
15	Debtors Quote Setup	
16	Delivery Note	
17	Delivery Note CM	
18	Delivery Note1	
19	Delivery Note2	Stationery/INVDeliveryNote2.xsl
20	Dispatch Stock	Stationery/DispatchStock_000.xsl
21	Goods Received Note	Stationery/GoodsReceivedNote_ANZ122.xsl

Stationery Setup

Terms Position: None

Logo Position: Right

Template: Stationery/Quote_ANZ000.xsl

Print Select: ☒

Stationery Color:

Save | Close | Download | Upload

Save | Close

Revision #2

Created 27 October 2023 03:47:45 by Malcolm

Updated 25 January 2024 12:17:19 by Otsile