

Voucher Balance Report

This report displays all open Client and all open Vendor Vouchers. It can be also, run to display only Open Client vouchers, only Open Vendor vouchers or all open vouchers for an entered invoice Group.

Enter Parameter Values

Parameter Fields:

- Report Type
- InvoiceGroup
- Branch
- BranchNumberInput
- BranchGroupInput

Discrete Value: ▼

- B - Both Client and Vendor Vouchers
- C - Client Vouchers Only
- V - Vendor Vouchers Only
- G - By Invoice Group Input Below

Parameters for report:

Report Type: Run report for: B – Both Client and Vendor Vouchers, C- Client Vouchers Only, V – Vendor Vouchers Only, G – By Invoice Group Input Below.

Invoice Group: Enter Invoice Group name if Option (G) is chosen above.

Branch: Select to run by (O)ne Branch, Branch (G)roup, or (A)ll Branches.

Branch Number Input: Enter Branch Number if running by One Branch.

Branch Group Input: Enter Branch Group Name if running by Branch Group.