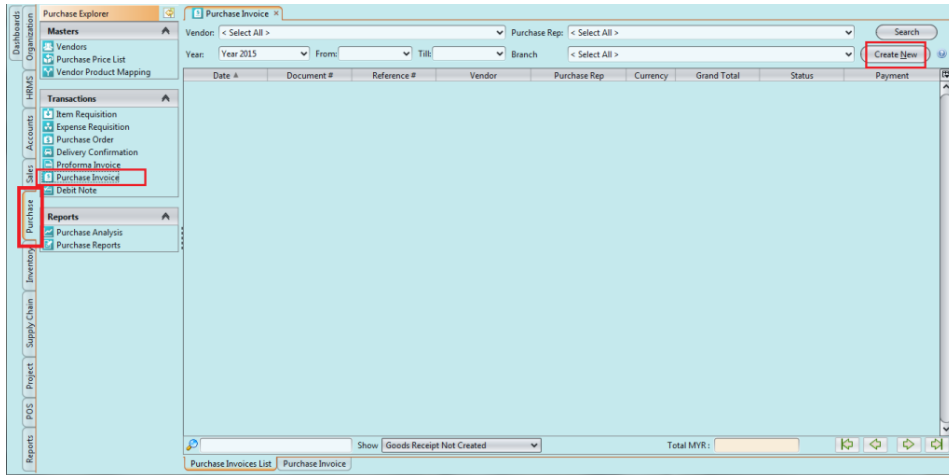
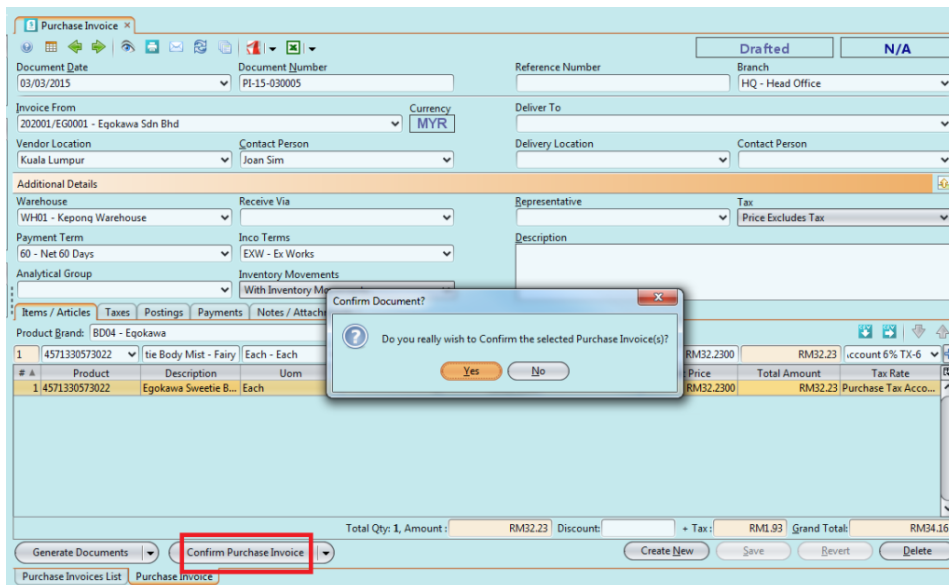


Create Purchase Invoice

1. Click on Purchase tab / Transactions / Purchase Invoice
2. Click **"Create New"** button or select from the list of invoices



3. Fill in the information. Textfields marked with "x" are mandatory
4. Click **"Confirm Purchase Invoice"** then click **"Yes"** button to confirm the invoice



6. Click **"Post to Accounts"** then click **"Yes"** button to confirm the invoice

Items / Articles

Taxes

Postings

Payments

Notes / Attachments

Product Brand: BD04 - Egokawa

1

4571330573022

Egokawa Sweetie Body Mist - Fairy

#

▲

Product

Description

1

4571330573022

Egokawa Sweetie Body Mist - Fairy

Post Document?

Do you really wish to Post the selected Purchase Invoice(s)?

Yes

No

800

RM32.23

Purchase Tax Account 6% TX-6

Total Amount

Tax Rate

800

RM32.23

Purchase Tax Account 6% TX-6

Total Qty: 1, Amount: RM32.23

Discount:

+ Tax: RM1.93

Grand Total: RM34.16

Generate Documents

Post To Accounts

Create New

Save

Revert

Delete

Purchase Invoices List

Purchase Invoice