

# Auto Allocation

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The screenshot shows a software window titled 'Auto Allocation' with three tabs: 'Home (114)', 'Summary', and 'Auto Allocation'. The 'Auto Allocation' tab is active. Below the tabs, there is a descriptive text block: 'Automatic allocation of invoices to payments. Try to allocate invoices to payments for a business partner or group. You may want to reset existing allocations first. The allocation is based on (1) payments entered with reference to invoices (2) payment selections (3) business partner balance (4) matching amount of invoice & payment. Allocation is based on exact amount and includes AP/AR invoices/payments. Optionally as (5), you can enable to allocate payments to the oldest invoice. In this case, there might be an unallocated amount remaining.' Below this text are four input fields: 'Business Partner Group' (a dropdown menu), 'Business Partner' (a text field with a search icon), 'AP - AR' (a dropdown menu showing 'Receivables & Payables'), and two checkboxes: 'Allocate Oldest First' and 'Run as Job'. At the bottom left, there is a 'Saved Parameters' section with a dropdown menu and two icons (a floppy disk and a trash can). At the bottom right, there are 'OK' and 'Cancel' buttons.

## Parameters :

- 1) Business partner group : It is used to select the business partner group type.
- 2) Business partner : It is used to mention the business partner name which is mentioned in sales order & Invoice customer.
- 3) AP - AR : Includes Receivables and/or payable transactions.
- 4) Allocate oldest first : It is used to allocate oldest data first.

## Process :

1. This process is used to auto allocate the multiple invoice to the Receipt or payment when the total amount is match with that document.

2. The system will check the order line allocated to the Receipt, Payment and AR, AP invoice. then auto allocate when receipt amount and invoice is matched. In another case if old amount not allocated, the system will allocate the old amount and next it will allocate the balance amount.