

Matching PO- Invoice-Receipts

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Introduction

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This Form is used for Matching Purchase order or invoice documents with receipt document which are created separately.

Business Example

When an organization has to make sure that Receipts made has corresponding invoice or Purchase orders according to organization this form is used.

Form Execution

Form Execution

Home (55) Summary Matching PO-Receipt-Invoice ✕

Match From: Invoice ▼ Match To: Receipt ▼

Search Mode: Not Matched ▼

Organization: ▼

Business Partner: ▼

Product: ▼

Date from: ▼ Date to: ▼

Search records

Invoice

☒ Same Business Partner ☒ Same Product ☐ Same Quantity

Receipt

To be matched: Matching: Difference:

Process

Selection Fields

1. Match From: Match From Document

1.1. Invoice

1.2. Receipt

1.3. Purchase order

2. Match To: Match to document (Receipts)

3. Search Mode: Mode to apply filter to view only matched or not matched documents.

4. Organization: This Field is to select Organization details according to which user want documents to proceed for Matching.

5. Business Partner: This Field is to select Business Partner details according to which user want

documents to proceed for Matching.

6. Product: This Field is to select product details according to which user want documents to proceed for Matching.

7. Date from: Date filter to select Documents between dates for which user wants to proceed.

8. Date To: Date filter to select Documents between dates for which user wants to proceed.

Output fields (Record single/double)

1. Document No
2. Date
3. Business Partner
4. Line
5. Product
6. Quantity
7. Matched

Action (Form)

Home (55)

Summary

Matching PO-Receipt-Invoice x

Match FromInvoice

Match ToReceipt

Search ModeNot Matched

Organization

Business Partner

Date from

Product

Date to

Search records

Invoice

☒ Same Business Partner

☒ Same Product

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