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Payment Request

Home (52) Summary **Payment Request: 1000004** x

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Client: Konnect Demo Organization: Food Industry

Document No: 1000004 Account Date: 11/07/2023

Document Type: Payment Request DateRequest: 11/07/2023

Description: [Empty]

Business Partner: Prasanth

User/Contact: Sowmiya S

Department: [Empty]

Request Type: Vendor Payment(Invoice)

Amount: 1,000.00

Currency: INR

Document Status: Drafted

Processed Paid

Closed Status Approved

Approved Level 1 Approved Level 2

Position: [Empty]

Document Action

Not Posted

Reference

Sales Opportunity: [Empty] Campaign: [Empty]

Project: [Empty] Project Phase: [Empty]

Critical Fields :

1. User Contact : Used to select the User name
2. Account Date : Used to Maintain the Document Account date
3. Request Date : Used to select the Requesting date
4. Currency : Used to select the currency for this document
5. Request Type : Used to select the request type for this document
 - a)Cash Transfer - Used for cash Request type
 - b)Employee Advance - Used for Employee Advance type
 - c)Employee Claims - Used for Employee Claims
 - d)Expenses(Petty Cash) - Used for Petty Cash

- e)Reimbursement(Immediate) - Used for immediate Claims for Expenses
- f)Reimbursement(Payroll) - Used for Payroll Reimbursement
- g)Travel Advance - Used for Request Travel Advance
- h)Vendor Advance - Used for Request Vendor Advance
- i)Vendor Payment(Invoice) - Used to create request for vendor related payments
- j)Travel Settlement - Used to Settlement the amount against the Payment Request (Travel Advance).

Critical & onetime setup fields :

1. Organization : This Field is used to select the organization
2. Target Document Type : This Field is used to select the type of the document that you are going to process
3. Business partner : This Field is used to select the requested person name from master.

Non-Critical Fields :

1. Description : This Field is used to mention the specific information about the Document

Zoom condition's :

1. Payment Window

Request Line

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Client	Sandbox	Organization	Manufacturing Discrete
Payment Request	1000011_Santhosh	<input type="checkbox"/> Paid	
Line	10	Rule Type	Reimbursement
Description		Invoice Partner	
Business Partner	Santhosh	User/Contact	Saravanan.K.B
Date	09/10/2023	Project Phase	
Amount	5,000.00	Sales Opportunity	
Project		Project Task	
Schedule Line			
Campaign			

Critical Fields:

1. Date: Request date should be given
2. Rule Type: Select the rule type which is predefined
3. Invoice Partner: If we want to give any Invoice document of partner select the Invoice No. from Drop down
4. User/Contact: We can give the User name, who is requesting for the Payment
5. Amount: Give the Request Amount

Critical & onetime setup fields:

1. Organization: This field is used to select the organization

Non-Critical Fields:

1. Description: This field is used to specify the Description for payment request

Serial number/Lot number (ASI):

Zoom condition's

Customization