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Payment Request

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

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<u>Client</u>	Konnect Demo	<u>Organization</u>	Food Industry
Document No	1000004	Account Date	11/07/2023
<u>Document Type</u>	Payment Request	Date Request	11/07/2023
Description			
<u>Business Partner</u>	Prasanth	<input type="checkbox"/> Processed	<input type="checkbox"/> Paid
<u>User/Contact</u>	Sowmiya S	<input type="checkbox"/> Closed Status	<input type="checkbox"/> Approved
<u>Department</u>		<input type="checkbox"/> Approved Level 1	<input type="checkbox"/> Approved Level 2
Request Type	Vendor Payment(Invoice)	<u>Position</u>	
Amount	1,000.00	<u>Currency</u>	INR
Document Status	Drafted		
Document Action			
Not Posted			

▼ Reference

<u>Sales Opportunity</u>		<u>Campaign</u>	
<u>Project</u>		<u>Project Phase</u>	

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