



DS0199
PO Deposits



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Problem Definition

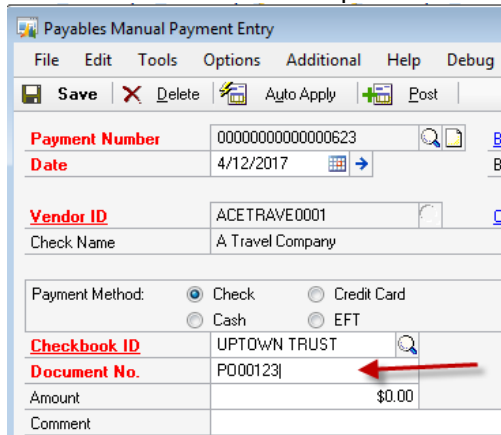
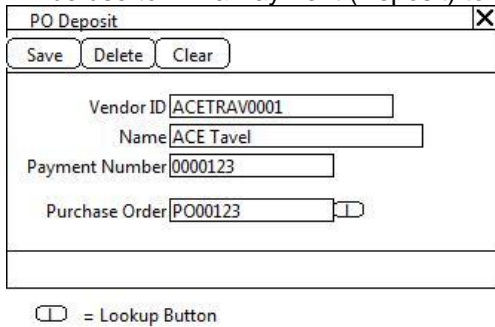
<i>Problem Definition</i>	CCDA
<p>ACMECO frequently makes a deposit on a PO. This is currently done in GP by manually creating and posting a payment, manually tracking that a deposit has been made, and remembering to apply the deposit to the Invoice once the PO is received.</p> <p>This is a time consuming and potentially error prone process.</p>	



Solution Overview

<i>Solution Overview</i>	CCDA
<p>We will add the ability to “pre-apply” a deposit to a PO in a manner similar to how SOP Payments are recorded.</p> <p>When the PO is invoiced, and the Invoice is posted, the system will auto-apply the deposit to the invoice.</p>	

Design Features

<i>Payables Manual Payment Entry (PMPE)</i>	CCDA
<p>An Extras menu will be added to PMPE called PO Deposit.</p>  <p>The PO Deposit window will be use to link a Payment (Deposit) to a Purchase Order.</p> 	

The payment must have the following Required Fields filled in before a user can open the PO Deposit window:

- Payment Number
- Date
- Vendor ID

Vendor ID, Name, and Payment Number will display on the PO Deposit window.

Field	Function
Purchase Order	User enters or selects a Purchase Order from the lookup. The selected Purchase Order must be for the same Vendor entered on the Payment
Save	Saves the Deposit information, which is a link between the Payment and the PO. The Deposit window will close, and return the PO Number to the Document Number field on PMPE (red arrow shown above).
Delete	The Deposit link can be deleted from an unposted Payment.

If an unposted Payment is deleted it will also delete the Deposit link. This will be true if the Payment is deleted as a single transaction from PMPE, or if a Batch is deleted.

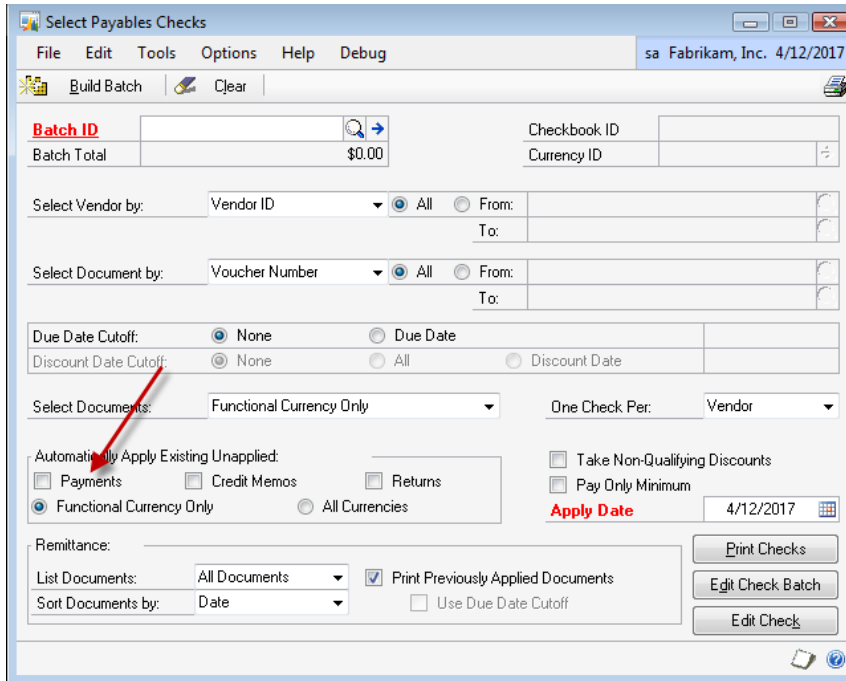
Once the Deposit link is created, the Apply and Auto-Apply buttons on PMPE will be disabled. If an unposted Payment is viewed later in PMPE, those buttons will be disabled.

A Payment can be linked to only one Purchase Order, however a Purchase Order can be linked to multiple different Payments.

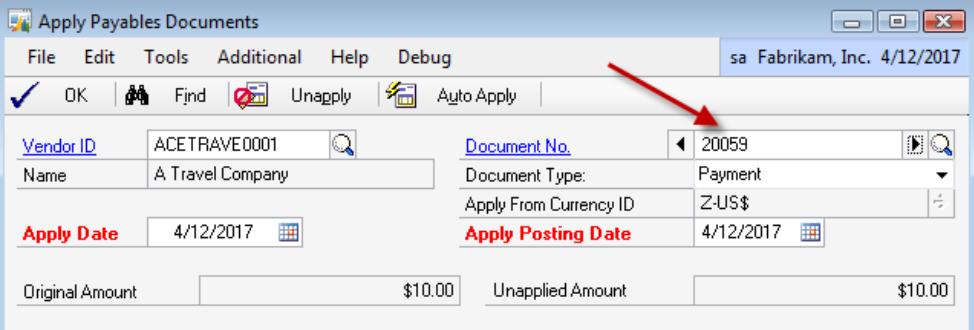
Select Payables Checks

CCDA

If the range(s) selected (by Vendor and/or Document) would include a Vendor which has an unapplied PO Deposit, the "Payments" checkbox will be disabled.



This is to prevent the system from applying the PO Deposit to a different document before the Deposit is completely applied.

Apply Payables Documents	CCDA
<p>The user will not be allowed to select a PO Deposit in Apply Payables Documents.</p>  <p>This is to prevent the user from apply the payment to a different document, or otherwise changing the apply information.</p>	



<i>Void Transactions</i>	CCDA
<p>If a PO Deposit (Payment) is voided (either from Void Historical Payables Transactions, or Void Open Payables Transactions), the Deposit link will be voided. Voiding the link, rather than deleting it, will retain the relationship for historical purposes.</p>	

PO Deposit Inquiry **CCDA**

This window will be available from the Extras menu on Purchase Order Entry, and directly through Inquiry >> Purchasing >> PO Deposit Inquiry.

Payment Number	Date	Amount	Remaining
000123	10/1/2009	\$50.00	\$0.00
000156	11/1/2009	\$500.00	\$500.00

= Lookup Button

When opened from PO Entry, the Vendor and PO information will populate automatically.

This window shows all Deposits linked to the PO, and if the PO is partially received, the Remaining column will show how much of the original deposit remains unapplied.

Field	Function
Vendor ID	User will enter a Vendor ID, or select one from the lookup. If the window is opened from PO Entry, Vendor ID will populate automatically.



Vendor Name	Fills in when Vendor ID is selected	
PO Number	User enters a PO Number, or selects one from the Lookup. The next/prev buttons allow scrolling between purchase orders for the selected vendor.	
Scrolling Window	This information is display only.	



<i>Invoice Posting</i>	CCDA
<p>When a PO Receipt (Shipment/Invoice, but not Shipment only) or Invoice is posted PO Deposits will be applied automatically.</p> <p>In the event that a PO has multiple deposits, they will be applied oldest first.</p> <p>If a Receipt/Invoice is for multiple purchase orders, Deposits will only be applied up to an amount equal to the cost of the items on the Receipt/Invoice coming from the PO linked to the Deposit. Since it is not possible to apply a payment to a Receipt/Invoice line, the auto-apply logic will be based on cost contribution of invoice lines linked to the PO that has a deposit.</p>	