



# **Global 3000 Service Pack Note Individual Customer Statements**

<b>Author</b>	DCP		
<b>Project</b>	ZD60_000153.doc		
<b>Version</b>	1.0		1 of 3

## INTRODUCTION

This service pack provides the ability to produce individual customer statements for a user specified date range and in a user specified format.

This service pack provides the ability to produce individual customer statements for a user specified date range. It also provides the ability to specify the balance method to be used when printing an individual customer statement.

Please note: The following changes only affect individual customer statements printed either directly from within statement print or indirectly via enquiries.

- A new date prompt labelled “From date” has been added to the individual customer statement window. The new prompt defaults to the start date of the first period defined on the calendar. Transactions dated prior to the ‘From date’ are excluded from the statement.
- A new prompt labelled 'As balance forward statement?' has been added to the individual customer statement window. For customers with a balance method of 'balance forward' this is skipped, for customers with a balance method of 'as balance forward' this defaults to “Y” but can be set to "N" to trigger an open item style statement and for customers with a balance method of 'open item' this defaults to “N” but can be set to “Y” to trigger a balance forward style statement.

<b>Author</b>	DCP		
<b>Project</b>	ZD60_000153.doc		
<b>Version</b>	1.0		2 of 3

## Statement Print – Statement for Customer Window

global-dev:24 - P1 - Print Statements      Company: A1    Period: 4/2005

File   Run   Settings   Options   Help

**Statement for Customer Company A1**

Customer Statement

Customer      ANDE001      Anderton Ltd

From date      01/01/1997

Statement date      30/04/2005      ☐ Include later transactions?

☐ As balance forward statement?

☐ Include transactions that have already appeared on a statement?

☐ Print rather than email statement?

Statement message     

< Back    Next >    Cancel

Partition 1 Computer 1D      11:00:09    DCP    DL230C/IS    EDT

**From date**      Transactions dated earlier than this date are excluded from the statement. This defaults to the earliest date on the calendar.

**Note**      When producing an 'as balance forward' style statement, the balance forward line is dated as follows.

If a 'from date' has been specified (i.e. the default 'from date' has not been selected) the balance forward line is dated with the 'from date'.

If the default 'from date' has been selected the balance forward line is dated with the date of the customer's last statement. If the customer has not had a previous statement the end date of the previous period is used.

**As balance forward statement.**      (*Only for customers whose balance method is open item or as balance forward*). Set this to produce an 'as balance forward style' statement. If this is not set an 'open item' style statement is produced.

**Include transactions that have already appeared on a statement?**      (*Only if producing an as balance forward style statement*). Set this to include transactions (dated on or after the 'from date') even if they have already appeared on a diary statement.

<b>Author</b>	DCP		
<b>Project</b>	ZD60_000153.doc		
<b>Version</b>	1.0		3 of 3