

EZY Invoice 13

Problem :

Unit 1104 Crawford House, 70 Queen's Road Central, Hong Kong
Tel : 852-25032568 Fax : 2503 5568



Supplier ABC Co.

香港北角
渣華道 18 號
56-A 地舖

Attention : Mr Har

Tel :

Purchase Order

PO. No# PO1001
Date 03/01/2012
Your Ref#
Our Ref#
Credit Terms Cash
Salesperson JOE
Job Code

Product ID	Description	Qty	UM	Unit Price	Amount	Tax	Tax
K1-Books 1st Term	Books 書簿費	21	pc	\$100.00	\$2,100.00	0%	0%

空白地方太多

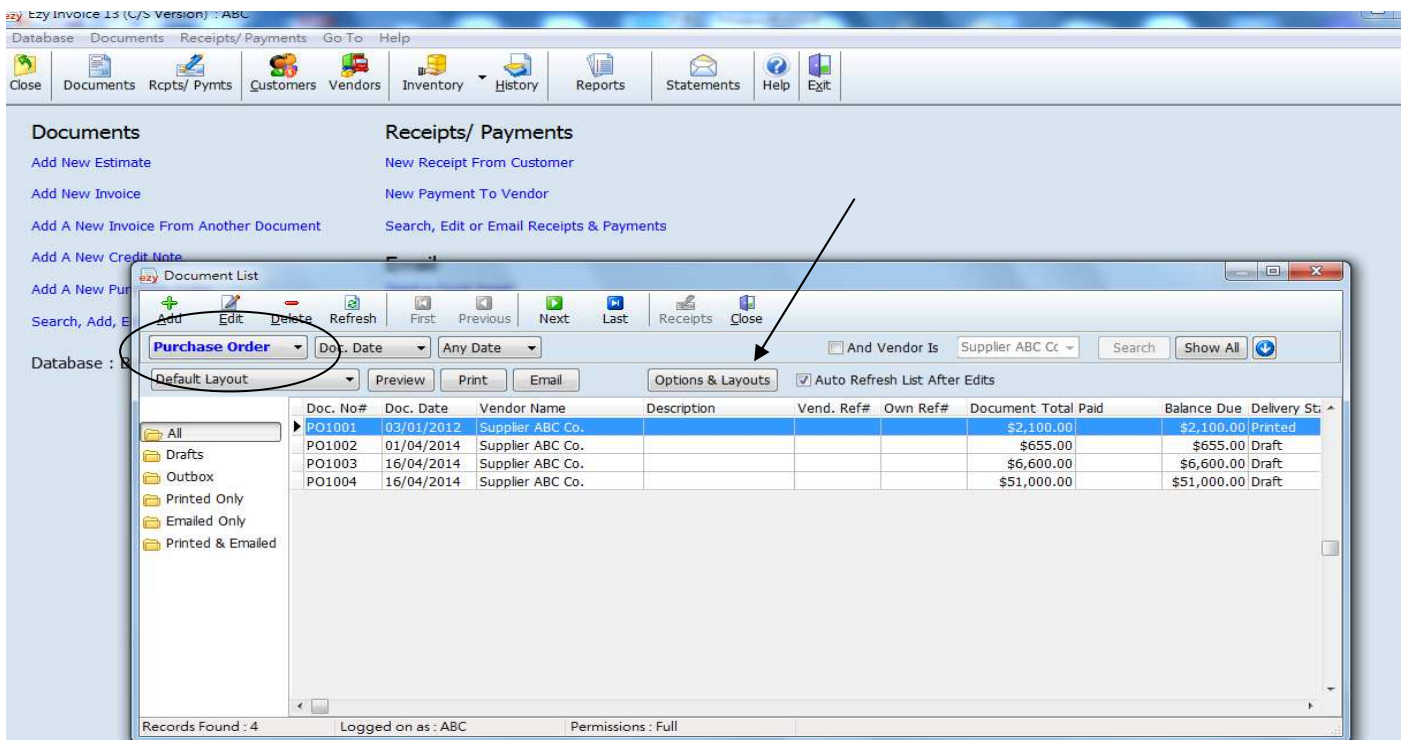
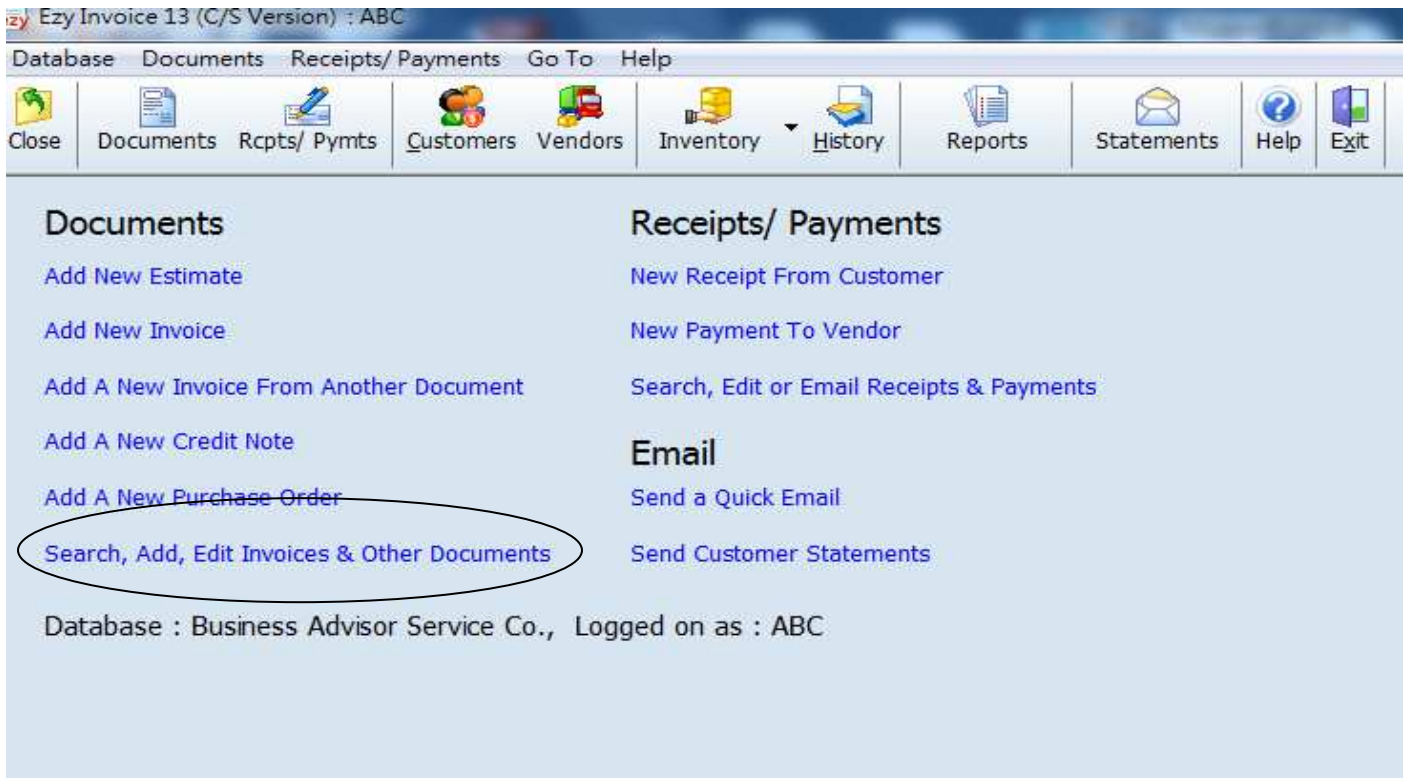
Comments

Total Before Tax

\$2,100.00

EZY Invoice 13

Solution :



EZY Invoice 13

Documents
Add New Estimate
Add New Invoice
Add A New Invoice From Another Document
Add A New Credit Note
Add A New Pur
Search, Add, E
Database : B

Receipts/ Payments
New Receipt From Customer
New Payment To Vendor
Search, Edit or Email Receipts & Payments

Document List
Add Edit Delete
Purchase Order
Default Layout
All
Drafts
Outbox
Printed Only
Emailed Only
Printed & Emailed
Records Found : 4

Customize Document Field Display Labels and Layouts
Letterhead Logo Header **Body** Footer Layouts/ Design Email
Terms & Conditions For Document Type : **Purchase Order**

Field	Display Label
Doc. Total	Total After Tax
Amount Paid	Amount Paid
Balance Due	Balance Due
Comments	Comments

TERMS & CONDITIONS

Align Summary Totals to the bottom of the page
 Show Payment Advice Slip (Applies to Invoice and Debit Notes only)

Custom/ Optional Fields

<input checked="" type="checkbox"/> FMemo1	Memo1
<input type="checkbox"/> FMemo2	Memo2

Tip : To display custom fields in your document preview and printout, you must use Custom Layouts in the Layouts/Design page and add these fields to your template design

Preview OK Cancel Help

Balance Due Delivery St: ^
\$2,100.00 Printed
\$655.00 Draft
\$6,600.00 Draft
\$51,000.00 Draft

Invoice From Another Document
Search, Edit or Email Receipts & Payments

Credit Note
Document List
Add Edit Delete
Purchase Order
Default Layout
All
Drafts
Outbox
Printed Only
Emailed Only
Printed & Emailed
Records Found : 4

Customize Document Field Display Labels and Layouts
Letterhead Logo Header Body **Footer** Layouts/ Design Email

Layout Type For : Purchase Order
 Standard (Basic) Custom (Advanced)

Customize Layouts For : Purchase Order
You can have multiple layouts per document type
Select layout to manage :

Available Layouts
Bottom
Default Layout
New Layout

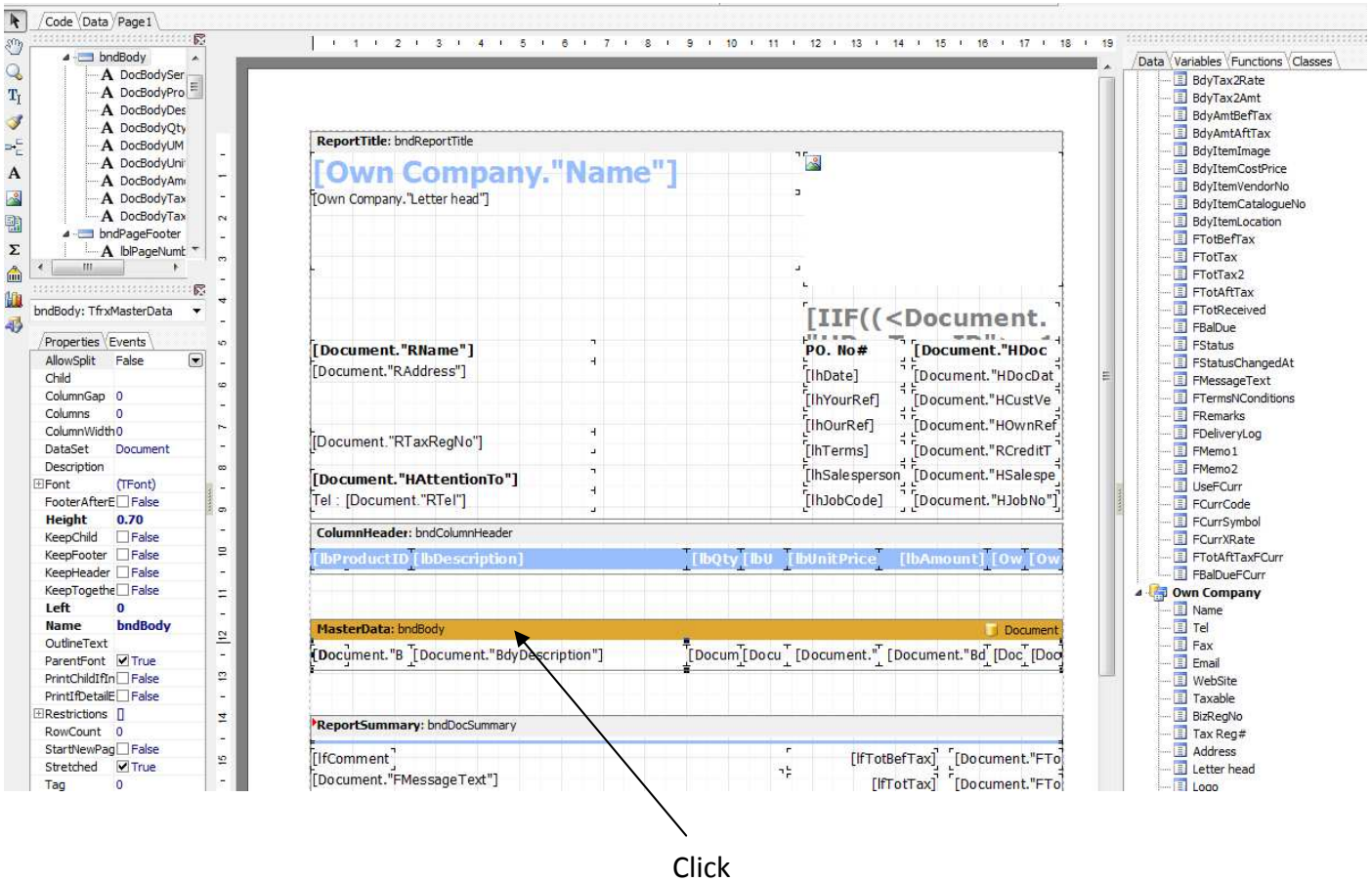
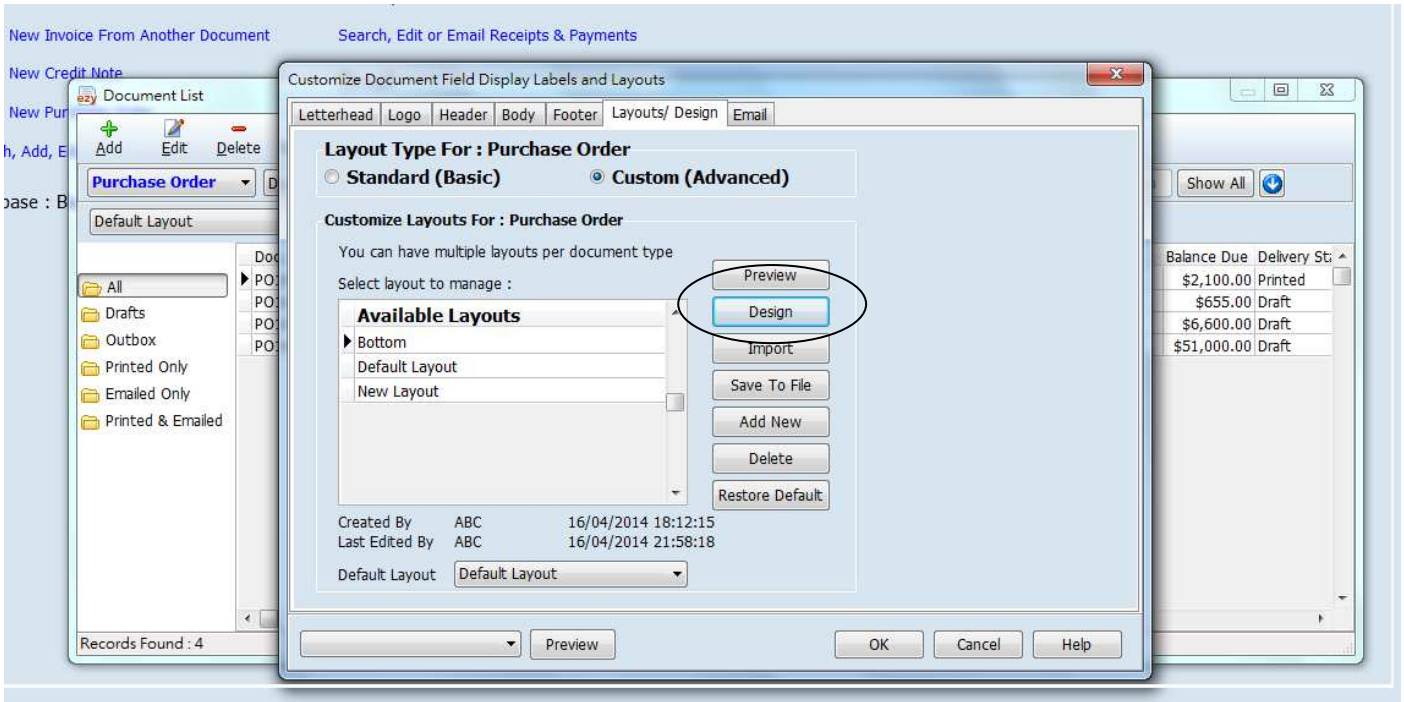
Preview
Design
Import
Save To File
Add New
Delete
Restore Default

Created By 24/05/2013 14:03:37
Last Edited By ABC 16/04/2014 18:10:31
Default Layout Default Layout

Preview OK Cancel Help

Balance Due Delivery St: ^
\$2,100.00 Printed
\$655.00 Draft
\$6,600.00 Draft
\$51,000.00 Draft

EZY Invoice 13



EZY Invoice 13

Code Data Page1

ReportTitle: bndReportTitle
 [Own Company."Name"]
 [Own Company."Letter head"]

[Document."RName"] PO. No # [Document."HDoc
 [Document."RAddress"] [Date] [Document."HDocDat
 [YourRef] [Document."HCustVe
 [OurRef] [Document."HOwnRef
 [Terms] [Document."RCreditT
 [Salesperson] [Document."HSalespe
 [JobCode] [Document."HJobNo"]

[Document."RTaxRegNo"]
 [Document."HAttentionTo"]
 Tel : [Document."RTel"]

ColumnHeader: bndColumnHeader
 [lbProductID] [lbDescription] [lbQty] [lbU [lbUnitPrice] [lbAmount] [Ow [Ow

MasterData: bndBody
 [Document."B [Document."BdyDescription"] [Docum [Docu [Document." [Document."Bd [Doc [Doc

Footer: Footer1

ReportSummary: bndDocSummary

Footer

- Report Title
- Report Summary
- Page Header
- Page Footer
- Header
- Footer**
- Master Data
- Detail Data
- Subdetail Data
- Data 4th level
- Data 5th level
- Data 6th level
- Group Header
- Group Footer
- Child
- Column Header
- Column Footer
- Overlay
- Vertical bands

KeepFooter False
 KeepHeader False
 KeepTogether False
 Left 0
 Name bndBody
 OutlineText
 ParentFont True
 PrintChildfnt False
 PrintfDetail False
 Restrictions

Data Variables Functions Classes

- BdyTax2Rate
- BdyTax2Amt
- BdyAmtBefTax
- BdyAmtAftTax
- BdyItemImage
- BdyItemCosPrice
- BdyItemVendorNo
- BdyItemCatalogueNo
- BdyItemLocation
- FTotBefTax
- FTotTax
- FTotTax2
- FTotAftTax
- FTotReceived
- FBalDue
- FStatus
- FStatusChangedAt
- FMessageText
- FTermsNConditions
- FRemarks
- FDeliveryLog
- FMemo1
- FMemo2
- UseCurr
- FCurrCode
- FCurrSymbol
- FCurrRate
- FTotAftTaxFCurr
- FBalDueFCurr
- Own Company**
- Name
- Tel
- Fax
- Email
- WebSite
- Taxable
- BizRegNo

Code Data Page1

ReportTitle: bndReportTitle
 [Own Company."Name"]
 [Own Company."Letter head"]

[Document."RName"] PO. No # [Document."HDoc
 [Document."RAddress"] [Date] [Document."HDocDat
 [YourRef] [Document."HCustVe
 [OurRef] [Document."HOwnRef
 [Terms] [Document."RCreditT
 [Salesperson] [Document."HSalespe
 [JobCode] [Document."HJobNo"]

[Document."RTaxRegNo"]
 [Document."HAttentionTo"]
 Tel : [Document."RTel"]

ColumnHeader: bndColumnHeader
 [lbProductID] [lbDescription] [lbQty] [lbU [lbUnitPrice] [lbAmount] [Ow [Ow

MasterData: bndBody
 [Document."B [Document."BdyDescription"] [Docum [Docu [Document." [Document."Bd [Doc [Doc

Footer: Footer1

ReportSummary: bndDocSummary
 [IfComment] [IfTotBefTax] [Document."FTo
 [Document."FMessageText"] [IfTotTax] [Document."FTo

Footer: TfixFooter

Properties Events

AllowSplit False
 Child
 Description
 Font (TFont)
 Height 0.60
 KeepChild False
 Left 0
 Name Footer1
 ParentFont True
 PrintChildfnt False
 Restrictions

Stretched False
 Tag 0
 Top 13.50
 Visible True
 Width 0

Data Variables Functions Classes

- BdyTax2Rate
- BdyTax2Amt
- BdyAmtBefTax
- BdyAmtAftTax
- BdyItemImage
- BdyItemCosPrice
- BdyItemVendorNo
- BdyItemCatalogueNo
- BdyItemLocation
- FTotBefTax
- FTotTax
- FTotTax2
- FTotAftTax
- FTotReceived
- FBalDue
- FStatus
- FStatusChangedAt
- FMessageText
- FTermsNConditions
- FRemarks
- FDeliveryLog
- FMemo1
- FMemo2
- UseCurr
- FCurrCode
- FCurrSymbol
- FCurrRate
- FTotAftTaxFCurr
- FBalDueFCurr
- Own Company**
- Name
- Tel
- Fax
- Email
- WebSite
- Taxable
- Tax Reg #
- Address
- Letter head
- Logo
- TaxTypeID
- Tax1Acronym
- Tax2Acronym

Result :

Business Advisor Service Co.

Unit 1104 Crawford House, 70 Queen's Road Central, Hong Kong
 Tel : 852-25032568 Fax : 2503 5568



Supplier ABC Co.

香港北角
 渣華道 18 號
 56-A 地舖

Attention : Mr Har

Tel :

Purchase Order

PO. No# PO1001
 Date 03/01/2012
 Your Ref#
 Our Ref#
 Credit Terms Cash
 Salesperson JOE
 Job Code

Product ID	Description	Qty	UM	Unit Price	Amount	Tax	Tax
K1-Books 1st Term	Books 書簿費	21	pc	\$100.00	\$2,100.00	0%	0%

Comments	Total Before Tax	\$2,100.00
	Tax	\$0.00
	Tax 2	\$0.00
	Total After Tax	\$2,100.00
<i>TERMS & CONDITIONS</i>	Amount Paid	\$0.00
	Balance Due (HKD)	\$2,100.00

Purchase Order Approved By

for : Business Advisor Service Co.