

List Overdue Invoices

PROGRAM NAME: OVERCHK

MENU OPTION TITLE: List Overdue Invoices

MAIN MODULE: CUSTOMER CREDIT RPTS

HELP KEY ACTIVE: NO

PROGRAM OVERVIEW

This program generates a report of past due invoices in detail. You can determine the aging date range and select by the sales representative code you set up in the customer system.

PROGRAM OPERATION

AGING DATE: Enter in the aging date from which you want to calculate past due receivables. You will typically use today's date.

ENTER MINIMUM DAYS PAST DUE: This date will be typically be <1> as autoloaded. However, you can use this option to select invoices that are greater than 60 days past due for instance.

ENTER MAXIMUM DAYS PAST DUE: This date will establish the cutoff for past due invoices and will typically be <999> as autoloaded. However, you can use this option to select invoices that are no further past due than 120 days for instance. Combined with the MINIMUM DAYS PAST DUE, you can establish a range of past due you want to view.

ENTER REP CODE OR BLANK FOR ALL: This allows you to filter out past due invoices per sales representative.

Is this information correct <Y/N>?

Report to <S>creen or <P>rinter?