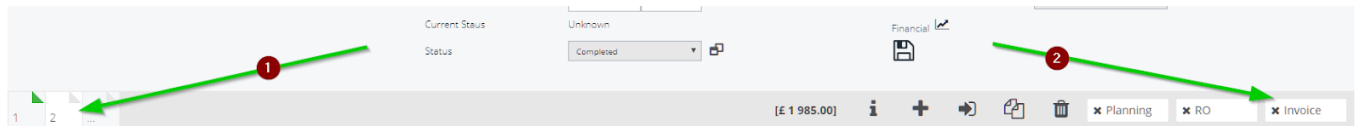


How to invoice with excess and / or vat deductibility.

To make an invoice with excess and / or vat deductibility, you first choose the estimate you want to invoice and then click on the invoice button  Invoice



Current Status: Unknown
Status: Completed

Financial 

[£ 1 985.00]       

Tasks

Type	Comment	Time Units	Minutes	Rate	Amount	Status
Disassembly		25.0 WU	150 min	£ 45.00	£ 112.50	Completed
Bodywork		45.0 WU	270 min	£ 45.00	£ 202.50	Completed
Preparation		25.0 WU	150 min	£ 45.00	£ 112.50	Completed
Paintwork		20.0 WU	120 min	£ 45.00	£ 90.00	Completed
Assembly		35.0 WU	210 min	£ 45.00	£ 157.50	Completed
Quality Check		10.0 WU	60 min	£ 45.00	£ 45.00	Completed
Total		160.00 WU	16h00		£ 720.00	

Apply a new rate to all tasks

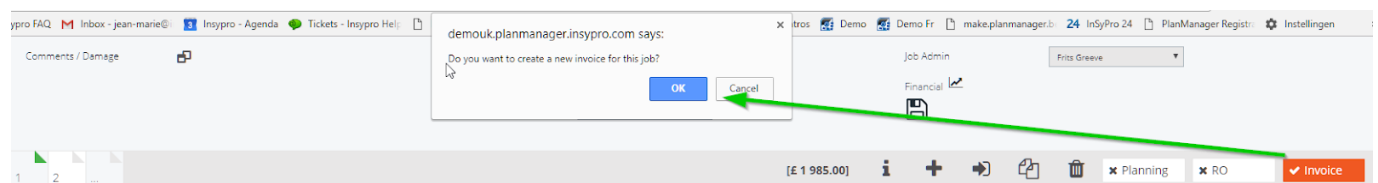
Date >	Start	End	Duration	Personnel	Task Type
21-09-2017	08:00	17:00	9h00	BOWIE DAVID	Disassembly
22-09-2017	08:00	12:00	4h00	Delodder Tony	Disassembly
Total	13h00				

Move activities to another job

Parts

Number	Name	Price	Quant.	Total	Replace	Status
---	Parts	£ 1 115.00	1	£ 1 115.00	No	
			1	£ 1 115.00	£ 0.00	

After confirmation,



demouk.planmanager.insypro.com says:
Do you want to create a new invoice for this job?

OK Cancel

Job Admin: Frits Greeve

Financial 

[£ 1 985.00]       

you will be redirected to the invoice screen:

Sales Ledgers Journals Accounting

Job # 170000

Sale invoice

Set Invoiced Party	Owner	Location	BODYSHOP A
Customer	TEST CUSTOMER	Type	Sale Invoice
Title	MR	Journal	SALES
Contact	Contact	Number	
Address	Address	Language	English (United Kingdom)
Town	Postcode Town	Date	13-11-2017
County/Province	County/Province	Expiry Date	13-12-2017
Country	United Kingdom	Amount Excl.	£ 1985.00
Phone	Phone	VAT	£ 397.00 20 %
Fax	Fax	Amount Incl.	£ 2382.00
Mobile	Mobile	Line amount	£ 1985.00
Email	dan.wareham@mgcannon.com		
VAT Number	VAT Number		
Customer Number	1		
Eligiblenumber	Eligiblenumber		

PDF E-mail

Save Save to journal Remove Import From Job

9 invoice lines were added to the invoice.

Here you change the invoiced party to the insurer:

Job # 170000

Sale invoice

Set Invoiced Party	Insurer	Location	BODYSHOP A
Customer	A Another Insurer	Type	Sale Invoice
Title	A Another Insurer	Journal	SALES
Contact	Contact	Number	
Address	Somewhere		

In the middle on the left you click on “New Line”

VAT number	VAT Number			Save	Save to journal	Remove	Import From Job
Customer Number	4						
Eligiblenumber	Eligiblenumber						

9 invoice lines were added to the invoice.

New Line Results: Viewing Items 1-9 of 9.

				Ledger	Description	Unit Price	Quantity	Discount	Amount Excl.	VAT Percentage	Amount Incl.
△	△	✎	✕		Disassembly	£ 45.00	2.5	0.00 %	£ 112.50	20.00 %	£ 135.00
▽	△	✎	✕		Bodywork	£ 45.00	4.5	0.00 %	£ 202.50	20.00 %	£ 243.00
▽	△	✎	✕		Preparation	£ 45.00	2.5	0.00 %	£ 112.50	20.00 %	£ 135.00
▽	△	✎	✕		Paintwork	£ 45.00	2	0.00 %	£ 90.00	20.00 %	£ 108.00
▽	△	✎	✕		Assembly	£ 45.00	3.5	0.00 %	£ 157.50	20.00 %	£ 189.00

Then you add a line for the excess and for the deductible VAT, putting in a negative amount:

New Line

Type: ☐ Task ☒ Part

Type: Excess

Ledger:

Description: Excess

Number:

Unit Price: £ -250

Quantity: 1

Discount: 0

VAT Percentage: 0

Amount Excl.: £ -250

Amount Incl.: £ -250

Save

negative amount

Amount Excl.
£ 112.50
£ 202.50
£ 112.50
£ 90.00
£ 157.50
£ 45.00
£ 1 115.00
£ 85.00

Don't forget to put the VAT Percentage to zero, and click on save.

You do the same for the VAT deductibility:

Phone: 012345678910 Amount Excl.: £ 1536.50

Fax: VAT: £ 397.00 201

Mobile: Amount Incl.: £ 1933.50

Email: dan.wareham@mgcannon.com Line amount: £ 1536.50

VAT Number: Customer Number: 4

Eligiblenumber: Buttons: PDF, E-mail, Save, Save to journal, Remove, Import From Job

9 invoice lines were added to the invoice.

New Line

Results: Viewing items 1-11 of 11.

12

	Ledger	Description	Unit Price	Quantity	Discount	Amount Excl.	VAT Percentage	Amount Incl.		
1	△	🔧	✖	Disassembly	£ 45.00	2.5	0.00 %	£ 112.50	20.00 %	£ 135.00
2	△	🔧	✖	Bodywork	£ 45.00	4.5	0.00 %	£ 202.50	20.00 %	£ 243.00
3	△	🔧	✖	Preparation	£ 45.00	2.5	0.00 %	£ 112.50	20.00 %	£ 135.00
4	△	🔧	✖	Paintwork	£ 45.00	2	0.00 %	£ 90.00	20.00 %	£ 108.00
5	△	🔧	✖	Assembly	£ 45.00	3.5	0.00 %	£ 157.50	20.00 %	£ 189.00
6	△	🔧	✖	Quality Check	£ 45.00	1	0.00 %	£ 45.00	20.00 %	£ 54.00
7	△	🔧	✖	Parts	£ 1 115.00	1	0.00 %	£ 1 115.00	20.00 %	£ 1 338.00
8	△	🔧	✖	Materials	£ 85.00	1	0.00 %	£ 85.00	20.00 %	£ 102.00
9	△	🔧	✖	Paint	£ 65.00	1	0.00 %	£ 65.00	20.00 %	£ 78.00
10	△	🔧	✖	Excess	£ -250.00	1	0.00 %	£ -250.00	0.00 %	£ -250.00
11	△	🔧	✖	VAT deductible	£ -198.50	1	0.00 %	£ -198.50	0.00 %	£ -198.50

After saving to journal, you can create a new invoice for the customer with these items, by going to “Sales - Job” and clicking on the  next to the job concerned:

PlanManager

Back Sales Ledgers Journals Accounting

Job Invoices Creditsnotes Discount Standard Comments

Reset Export

type a job number type a registration type a person name

Job	Key Tag	Audatex	Creation Date	Registration	Owner	Status
170003			06-10-2017	CK56VRM	Juliet Harris	In Progress
170002			08-10-2017	HG16ZVK	Dan Wareham	Appointment
170001			28-09-2017	AC08FMC		New
170000	10		21-09-2017	TEST	TEST CUSTOMER	Inviced

And adding the vat & excess lines:

Set Invoiced Party

Owner: 1 Location

Customer: Type

Title: Journal

Contact: Number

Address: Language

Town: Date

County/Province: Expiry Date

Country: Amount Excl.

Phone: VAT

Fax: Amount Incl.

Mobile: Line amount

Email: 13-11-2017

VAT Number: 13-12-2017

Customer Number: £ 0.00

Eligblenumber: 201

£ 448.50

PDF

2

New Line Results: Viewing items 1-2 of 2.

Ledger	Description	Unit Price	Quantity	Discount	Amount Excl.	VAT Percentage	Amount Incl.
	Excess	£ 250.00	1	0.00 %	£ 250.00	0.00 %	£ 250.00
	VAT deductible	£ 198.50	1	0.00 %	£ 198.50	0.00 %	£ 198.50

3

Unique solution ID: #1785
 Author: Jean-Marie
 Last update: 2021-11-10 16:12