

Apply cash -Thailand - PF1

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2. Objective and Scope

This operational procedure (OP) demonstrates processes and procedures to execute Accounts Receivable activities for Thailand legal entities. This OP provides instruction for users to perform recurring activities and reacting expected scenarios.

This operational procedure (OP) applies for Accounts Receivable activities of entities:

0974 VINYTHAI PUBLIC CO., LTD.
0366 SOLVAY PEROXYTHAI LIMITED
6027 SOLVAY ASIA PACIFIC CO., LTD.
6034 MTP HP JV (THAILAND) LIMITED
6020 ADVANCED BIOCHEMICAL (THAILAND)

3. Definitions

- SBS: In the current document, "Solvay Business Services" will be replaced by its abbreviation "SBS".
- AR BO: Accounts Receivable Back Office
- RtR FO: Record to Report Front Office
- OP: Operating procedure

4. Process Flows

Scope



APAC

Thailand

ERP

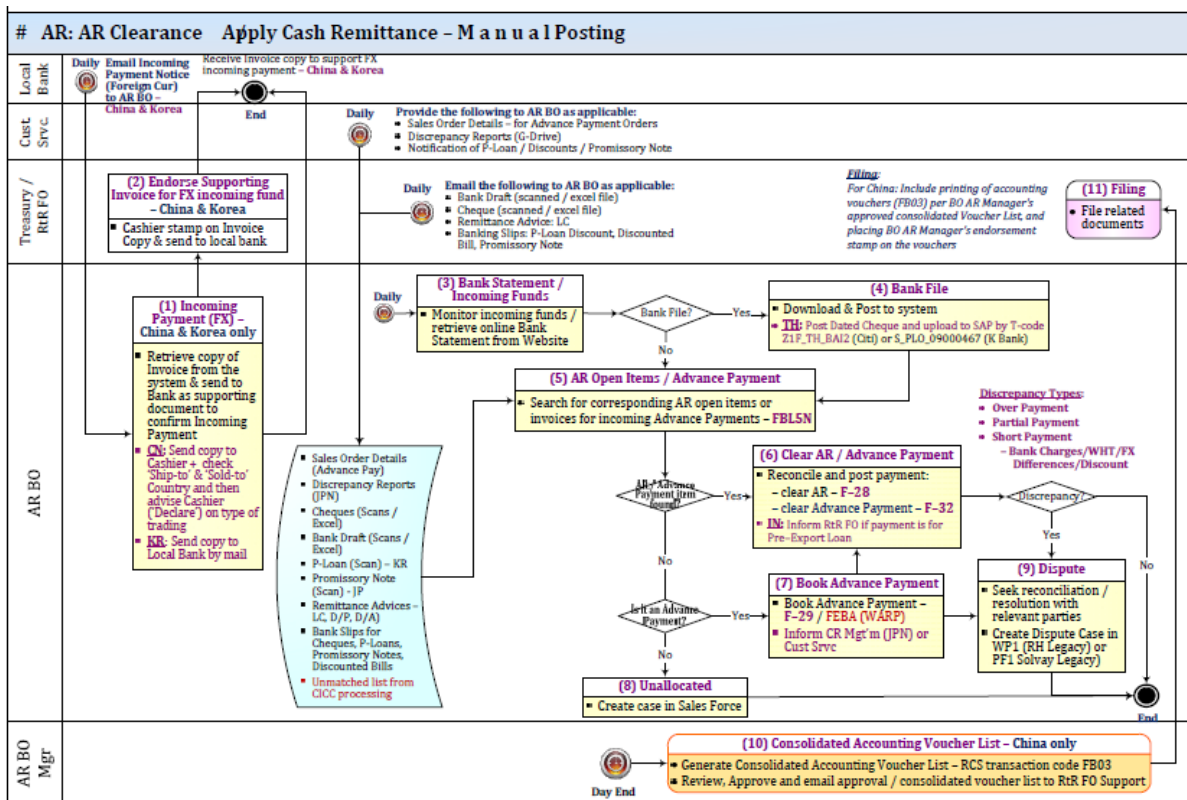


PF1

References

Attachments

Process Flow version 0.30 (shown in the process)



4.1 AR Clearing – Auto Posting

4.1.1 Kasikorn Bank

There are 2 types of incoming payment in Kasikorn Bank that can be uploaded automatically to SAP; domestic and overseas incoming.

1. Download text file

1.1 Domestic's text file download from website

(1) Login Kasikorn bank website




Log on to K-Cash Connect Plus

User ID: AMPORN@VINYTHAI

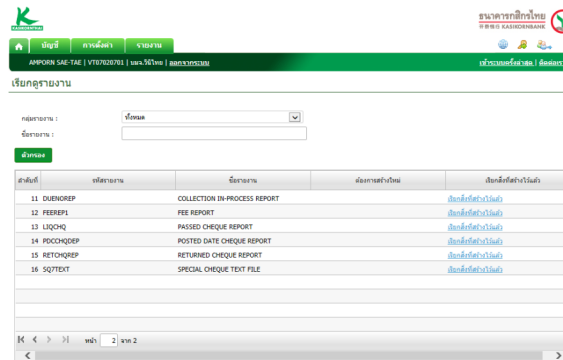
Password: *****

Login

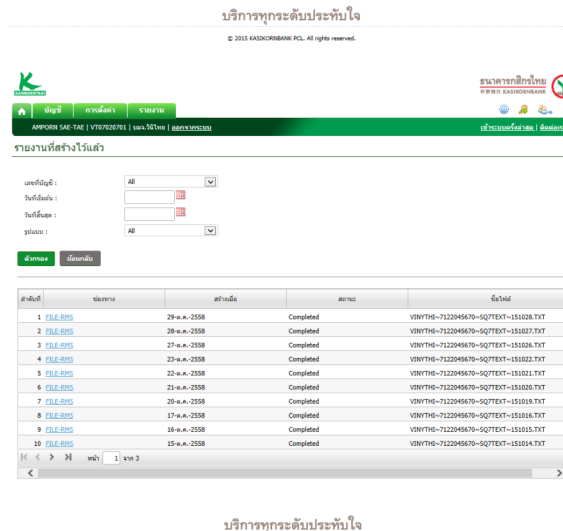
(2) On the main page, click "" and select ""



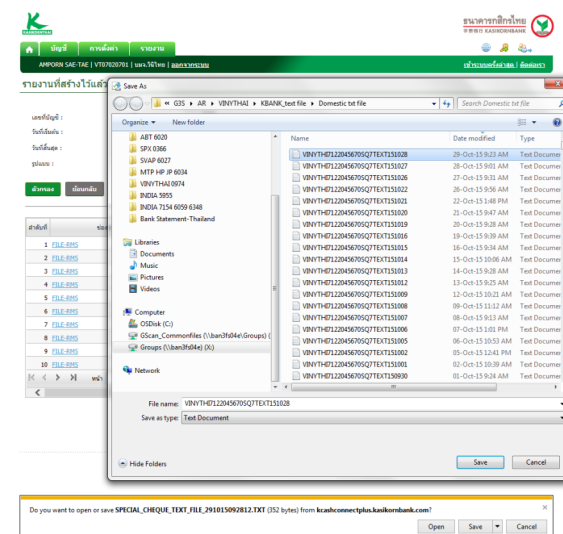
(3) After list of reports has been shown, select "Special cheque text file"



(4) Select text file that need to download



(5) Save text file as defined folder



1.2 Overseas 's text file download from application "FileZillaPortable"

Step:

(1) Open the program

Double click on icon



(2) Connect to Kasikorn bank's server as following,

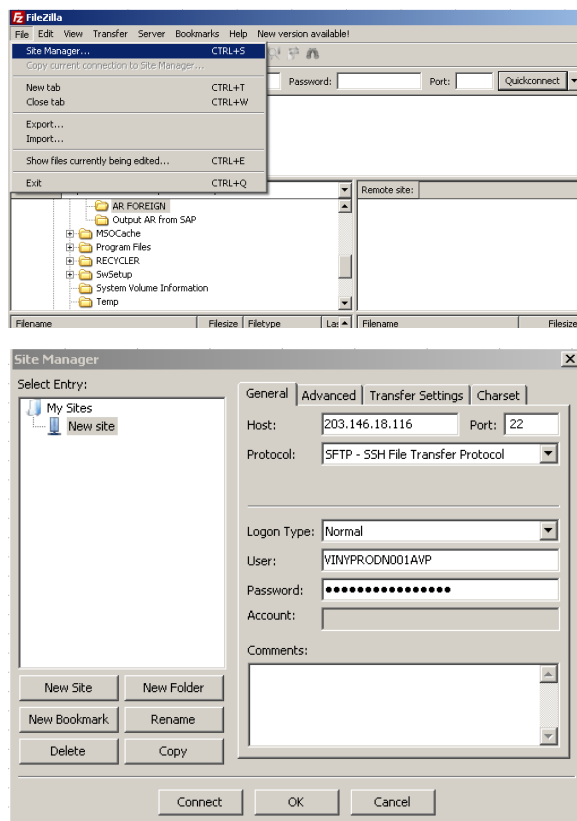
(2.1) Click "File" and select "Site Manager"

(2.2) Fill information required in the pop up window

Host	203.146.18.116
Port	22
Protocol:	SFTP – SSH File Transfer Protocol
User	VINYPRODN001AVP
Password	VINYP@SSW0rdProd

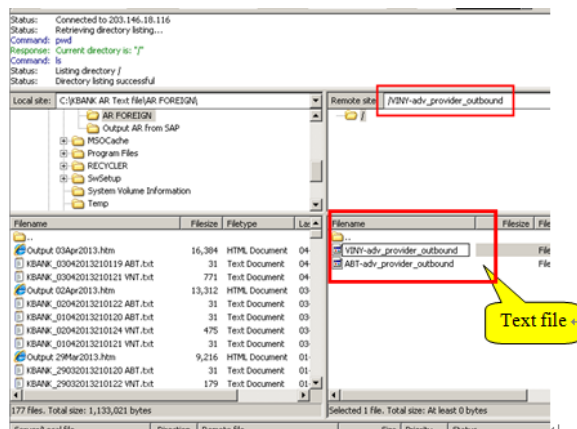
Connect

Click =>



(3) Download text file

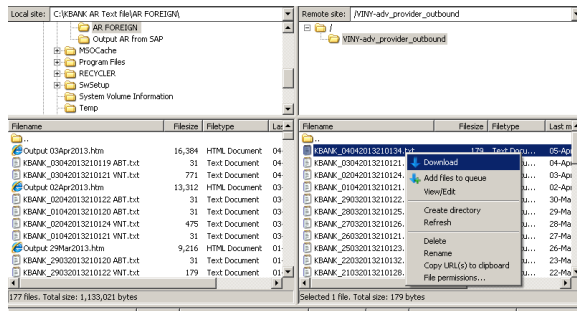
In the blank of "Remote site" fill "VNT-adv_provider_outbound" and press enter



On the right hand side will show list of text files from Kasikorn Bank,

Download text file by right click on the file name you need and click "Download",

Text file will go through your site as you can see from left side.



2. Upload text file by open transaction "S_PL0_09000467" (DME Engine : Convert incoming file) in SAP



The screenshot shows the 'DME Engine: Convert Format of Incoming DME File' application. At the top, there is a title bar with the application name and a standard Windows toolbar. Below the title bar, the main window has a light blue header with the title 'DME Engine: Convert Format of Incoming DME File'. The main area is divided into three sections: 'DME: Format Details', 'Incoming DME File', and 'Converted DME File'. In the 'DME: Format Details' section, there are two rows: 'Tree Type' with a dropdown menu showing 'S_PL0_09000467' and a checked checkbox, and 'Format tree' with a text input field and a checked checkbox. The 'Incoming DME File' section has two radio buttons: 'Read from Local File' (selected) and 'Read from Application Server'. Below these are three rows: 'File name' with a text input field and a checked checkbox, 'Record Delimiter' with a dropdown menu showing '0', and 'Code Page' with a text input field. The 'Converted DME File' section has two radio buttons: 'Write to Local File' (selected) and 'Write to Application Server'. Below these are two rows: 'Name of Converted File' with a text input field and a checked checkbox.

DME Engine: Convert Format of Incoming DME File

DME: Format Details

Tree Type ☒ S_PL0_09000467

Format tree ☒

Incoming DME File

☒ Read from Local File

☐ Read from Application Server

File name ☒

Record Delimiter

Code Page

Converted DME File

☒ Write to Local File

☐ Write to Application Server

Name of Converted File ☒

ABAP: Variant Directory of Program

Variant Catalog for Program DMEECON

Variant name	Short Description
RUSVINYL	RUSVINYL EBS
RUSVINYL_TEST	RUSVINYL_TEST
VNT_AR_SETTLE	VNT_AR_SETTLE

DME Engine: Convert Format of Incoming DME File



DMEE: Format Details

Tree Type
Format tree

1 **ZIF_TH_KBANK_OVERSEAS**

Incoming DME File

☒ Read from Local File
☐ Read from Application Server

File name
Record Delimiter
Code Page

2 **C:\KBANK_AR Text file\KBANK_20112012210121 VINT.txt**

Update Account Statement/Check Deposit Transaction															
				Date statement printing		Time 13:51:50 Date 12-10-2019									
TOTAL				Period End		Document 37602024									
Period End - Day Year Month Day of Month Period End - Day Year Month Day of Month															
12/10/2019				12/10/2019		Document 37602024									
12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019															
12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019															
12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019															
12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019															
12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019															
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12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019															
12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019 12/10/2019															

Display Document: Initial Screen

 Document List
  First Item
  Editing Options

Keys for Entry View

Document Number	2510018404
Company Code	0974
Fiscal Year	2015

Difference between the total amount in the lines of bank account and amount in bank statement should not be over than 1.00 THB.

Fill in all the details required

- Bank Account - 50601THB31
- Company Code – Company Code
- Currency – THB

At "File name" select text file to upload

AR Auto Incoming Payment

Configuration

Bank account: 50601THB31
Company Code: 0974
Currency: THB
Special G/L ind.: C

AR Auto Incoming Payment Program

File name: X:\G3S\AR\VINYTHAT\0974_TEXT FILE FOR AR AUTO 2.
Mode:

SAP ZIF_TH_BAIZ

Fill in all the details required

- Company Code – Company Code
- Currency – THB

Select text file to upload at "File name", then click on execute

Deposit Handoff

AR Auto Incoming Payment

Configuration

Bank account:
Company Code: 0974
Currency: THB
Special G/L ind.: C

AR Auto Incoming Payment Program

File name: X:\G3S\AR\VINYTHAT\0974_TEXT FILE FOR AR AUTO 2.
Mode:

SAP ZIF_TH_BAIZ

Credit Handoff

AR Auto Incoming Payment Program

Run completed

Rec. No.	Receipt Amount	Paym Date	BusA	Customer	Billing Doc.	Document	Result
2012001467	170,772.00		7360	4500190	92109709	6111005606	Document 2510003098 was posted in company c
2012001468	170,772.00		7360	4500190	92113034	6111005647	Document 2510003099 was posted in company c
2012001494	51,360.00		7360	4500277	92113944	6111005655	Document 2510003100 was posted in company c
2012001495	77,040.00		7360	4500229	92081126	6111005277	Document 2510003101 was posted in company c
2012001495	442.98		7360	4500229	97740131	6111005436	Document 2510003101 was posted in company c
2012001496	155,364.00		7360	4500154	92129528	6111005843	Document 2510003102 was posted in company c
2012001499	1,524.75		7360	4500198	92130541	6111005865	The difference is too large for clearing

Deposit Handoff

AR Auto Incoming Payment Program

Run completed

Rec. No.	Receipt Amount	Paym Date	BusA	Customer	Billing Doc.	Document	Result
2012001	174,367.20		7360	4500156	92106967	6111005585	Document 2510003104 was posted in company code

(2) Check the result.

After uploaded, go to check the details in column of "Result". If it is successful, there will be a document number. But if it is not, content will show as "the difference is too large for clearing", in this case, we have to settle AR manually.

4.2 AR Clearing – Manual Posting

T/T incoming – Oversea and Domestic incoming.

Some incoming cannot be uploaded automatically, so AR need to post manually. Generally every incoming from overseas customer will receive credit advice from bank, so AR can record payment based on information on these credit advices.

Credit Advice – Oversea Incoming



CREDIT ADVICE

DATE: 27-OCT-2015 INCOMING PAYMENT

BY ORDER OF: CITIBANK'S REF : 8958300758

POLYMERS INTERNATIONAL LTD REMITTANCE AMOUNT : USD 79,525.00

117 NEWTON RD REMITTER'S REF : F6102628888000

EDGE TERRACE AUCKLAND 1010 NZ BENEFICIARY : 8124937029

VINUTHAI PUBLIC CO., LTD.

14 FL. GREEN TOWER, 3656/41

RAMA 4 RD., KLONGTOEY,

BANGKOK 10110

DETAILS OF PAYMENT : ORDERING INST. : WESTPAC BK CORP WELLINGTON

INVOICE 77234580 YOUR REFERENCE 097 ORIGINAL REMITTER :

4611118487 RTB 8058748871

GOODS

PLEASE BE ADVISED THAT WE HAVE CREDITED YOUR ACCOUNT NO. 8124937029 VALUE 27-Oct-2015 REPRESENTING:

INCOMING PAYMENT	THB	2,819,670.21
	USD	79,525.00 RATE 35.4664
DEDUCTED CHARGE OUR COMMISSION	THB	0.00
DEDUCTED CHARGE VAT		0.00
DEDUCTED CHARGE COURAGE	THB	0.00
DEDUCTED CHARGE POSTAGE/CABLE	THB	0.00
TOTAL AMOUNT CREDITED: THB		2,819,670.21

PLEASE DIRECT ANY INQUIRIES, QUOTING OUR REFERENCE NUMBER, TO:

CITIBANK, N.A.

399 SUKHUMVIT ROAD, INTERCHANGE 21 BUILDING

KLONGTOEY NUA, BANGKOK

BANGKOK 10110



CREDIT ADVICE/RECEIPT

KASIKORNBANK PUBLIC COMPANY LIMITED

INTERNATIONAL TRADE AND FACTORING PROCESSING DEPARTMENT

1501 RATTURANA 27/1,

RATTURANA ROAD,

BANGKOK 10140, THAILAND.

TAX ID: 0107536000315

TRANSACTION REF: YB15026994 DATED: 27-OCT-2015

MESSRS: VINUTHAI PUBLIC COMPANY LIMITED.

NO.2, 1-3 RD., MAPTAPHUT INDUSTRIAL

ESTATE, MAPTAPHUT, MUANG,

RAYONG 21150, THAILAND.

INVOICE NO: 77245642

COLLECTING BANK: INDUSTRIAL BANK OF KOREA

KOREA, REPUBLIC OF

DRAWEE: KYUNG-IN CORPORATION

TENOR: D/P SIGHT

BILL AMOUNT: USD 24,000.00

LESS FOREIGN BANK CHARGES: USD 155.00

PROCEEDS RECEIVED: USD 23,845.00

WITH REFERENCE TO YOUR ABOVE MENTIONED DOCUMENTS, PLEASE BE INFORMED THAT THE EXPORT BILL HAS PAID BY THE COLLECTING BANK AND WE HAVE CREDITED TO YOUR A/C NO. 7122045670

DETAILS AS FOLLOWS :

DESCRIPTION	CCY	AMOUNT	RATE	FX REF NO.	CCY	AMOUNT
CREDIT AMOUNT	USD	23,845.00	35.47	43269748	THB	845,782.15
LESS:						
EXPORT BILL NEGO FEE BEN THB***	THB	600.00				
STAMP DUTY FOR B/E IN THB***	THB	3.00				
POSTAGE***	THB	150.00				
NET CREDIT AMOUNT	THB	845,029.15				

KASIKORNBANK PUBLIC COMPANY LIMITED

THIS CREDIT ADVICE/RECEIPT IS COMPUTER GENERATED AND DOES NOT REQUIRE AN AUTHORIZED SIGNATURE.

ACCORDING TO REVENUE DEPARTMENT ORDER POR 112/2545

YOU ARE OBLIGED TO DEDUCT 3% INCOME TAX UP FRONT FROM PAYMENT OF FEES AND OTHER SERVICES, AND SUBMIT TO REVENUE DEPARTMENT WITHIN THE 7TH DAY OF THE FOLLOWING MONTH

For incoming from domestic customer, Collection Team will handle providing payment receipt to customer and make copy to AR for clearing, there is information of customer and invoice on these receipt.

Payment Receipt – Domestic Incoming



VINYTHAI PUBLIC COMPANY LIMITED

Tax Identification No. 0107028888

MTF Office : 213 Road, Map Ta Phut Industrial Estate, Taseh Map Ta Phut, Amphur Muang, Rayong 21150

Tel : +66 (0) 38 825881

DLK Office : 3654/1 140 Floor, Green Tower, Rama IV Road, Klongtoey, Bangkok 10110

Tel : (662) 2229-9108, (662) 2229-9161-2 Tel/Fax : Sales +66 (0) 2 2401306

Fax/tele : +66 (0) 2 2401375

จำนวนใบเสร็จรับเงิน
COPY RECEIPT

เลขที่ใบเสร็จรับเงิน : 010 753 600 0846

วันที่ออกใบ : 1/9

ลูกค้า
Customer 4500166

ที่อยู่
Address บริษัท อสมท จำกัด
19 หมู่ 19 ถนนสุขุมวิท
คลองเตย กรุงเทพมหานคร
10110

เอกสารเลขที่
Receipt No. 2014002154
วันที่ออกเอกสาร
Receipt Date 19.09.2014

รายการเงินเข้า Description	จำนวนเงิน (บาท) Amount (Baht)
32716 LSC 50 (M)	1,789,533.27
Invoice No : 92715004, 92715005, 92715117, 92715208, 92715217, 92716503, 92716583 92718100, 92718172, 92719440, 92720836, 92721652, 92721852, 92721855 92724944	
(หนึ่งล้านเจ็ดแสนแปดหมื่นห้าพันห้าร้อยสามสิบสามบาทถ้วน)	
จำนวนเงินสุทธิ (NET AMOUNT)	1,789,533.27

Step: Posting Incoming

1. Find corresponding AR in credit advice or payment receipt and open data in SAP to find more details.

Overseas

_Copy invoice numbers which show on credit advice and open in transaction FB03

Display Document: Initial Screen

 Document List
  First Item
  Editing Options

Keys for Entry View

Document Number	6111144930
Company Code	0974
Fiscal Year	2015

Display Document: Overview

Taxes Display Currency

Document Number	6111144930	Company Code	0974	Fiscal Year	2015
Document Date	30.09.2015	Posting Date	30.09.2015	Period	9
Reference	09002987	Cross-CC no.			
Currency	THB	Texts exist	☐		

Items in document currency

Item	Account	Allocation	Description	Amount in THB
001	302401	0093178541	SOLVAY PEROXYTHAI LIMITED	1,528,620.78
002	7000010100	09002987	Sale FG man-nat cus	1,428,617.55-
003	2451030066	20150930	VAT/TAX payable-TH	100,003.23-

Item 1 / 3 Debit/Credit 1,528,620.78

If there is no invoice number, copy customer name which show on credit advice to find corresponding AR in SAP by open transaction FBL5N

Customer Number (2)

Customers (general) Customers by country/company code

Country 

City

Search term

Name  SOLVAY PEROXYTHAI LIMITED

Customer

Company Code  0974

Maximum No. of Hits

[illegible]

Domestic

_Check payment receipt provided by collection team, and check corresponding invoices by open transaction Z1F TH PMTRCPT DISP

Fill information required

- Company Code – Company Code
- Customer Number – Customer Code (Can pass)
- Receipt Number – Check from receipt provided by collection team
- Receipt Year – Year of receipt issuing

Click execute

Display Payment Receipt

Selection Parameters

Company Code	0974		
Customer Number		to	
Receipt Number	2015001705	to	
Receipt Year	2015	to	

Display Payment Receipt

Company Code: 0974 | Receipt Number: 2015001705 | Receipt Date: 11.08.2015 | Receipt Year: 2015 | Receipt Item: 1 | Customer Name: 4500690 PRAXAIR (THAILAND) CO.,LTD | Document Number: 6111133297

2. Use transaction F-28 to clear related AR open items (in case of customer invoices have been generated).

Fill in all the details required

- Document date – Payment Receiving Date
- Type – DZ
- Fill in Company code, Period, Currency/Rate, Reference, Doc. Header text, Clearing text
- Bank Data
 - Account -G/L account of incoming bank
 - Amount- payment amount in Local / foreign currency
 - Amount in L/C – payment amount in local currency (if any)
 - Bank Charge – amount charged (if any)
 - Value Date – same as posting date and document date
 - Text- same as clearing text
- Open Item selection
 - Account – customer code
 - Account Type – D (for incoming transaction)

Post Incoming Payments: Header Data

Process open items

Document Date: 28.10.2015 | Type: DZ | Company Code: 0974
 Posting Date: 28.10.2015 | Period: 10 | Currency/Rate: THB
 Document Number: | Translatn Date: |
 Reference: T/T BANK NAME | Cross-CC no.: |
 Doc.Header Text: CUSTOMER NAME | Trading Part.BA: |
 Clearing text: T/T BANK NAME-DOC. DATE-CUSTOMER NAME
 Branch number: |

Bank data

Account: 50602THB31 | Business Area: |
 Amount: 000000 | Amount in LC: |
 Bank charges: | LC bank charges: |
 Value Date: 27.10.2015 | Profit Center: |
 Text: BANK NAME-LOCATION-CUSTOMER | Assignment: |

Open item selection

Account: XX
 Account Type: D | Other accounts: ☐
 Special G/L ind: | ☒ Standard OIs
 Prmt advice no.: |
☐ Distribute by age
☐ Automatic search

Additional selections

☒ None
☐ Amount
☐ Document Number
☐ Posting Date
☐ Dunning Area
☐ Others

Click "Process Open items" after filling in all the details.

3. Select invoices that match with incoming payment by double click on the amount.

Post Incoming Payments Process open items

Distribute Difference | Charge off diff. | Editing Options | Cash Disc. Due | Create Dispute Case

Standard | Partial Prnt | Res.Items | WH Tax

Account items 302401 SOLVAY PEROXYTHAI LIMITED

Reference	Document...	P..Bu...	Da...	THB Net	Partially Paid Amt	CashDiscount	CDPer.	S...
09002987	6111144930	01	3710 8-	1,528,620.78	0.00			
08002991	1000001544	01	3740 23	773,620.20	0.00			
08003073	1000001548	01	3740 23	41,965.40	0.00			
09002730	1000001583	01	3740 8-	293,627.00	0.00			
09003006	1000001598	01	3740 8-	41,965.40	0.00			
10002821	1000001618	01	3740 38-	293,627.00	0.00			

Processing Status

Number of items: 6 | Amount entered: 1,528,620.78
 Display from item: 1 | Assigned: 1,528,620.78
 Reason code: | Difference postings: |
 Display in clearing currency: Not assigned | 0.00

4. If transaction contains bank charge or other financial expense, "Not assigned" box will show remaining amount.

Processing Status

Number of items: 6 | Amount entered: 1,528,520.78
 Display from item: 1 | Assigned: 1,528,620.78
 Reason code: | Difference postings: |
 Display in clearing currency: Not assigned | 100.00

5. To process "Bank charge", Click button. Then fill in other line items.

Other line item

PstKy: 40 | Account: 6590900000 | SGL Ind: | TType: | New co.code: |

** Bank Charge – GL 6590900000

** Other financial expenses – G/L
6599000000

Fill in all the details required

- Amount – Amount charged
- Tax Code – T2
- Business Place – Based on different company
- Assignment – T/T bank name
- Text – same as clearing text

G/L Account	6599000000	Miscellaneous bank charges
Company Code	0974	VINYTHAI

Item 2 / Debit entry / 40	
Amount	100 THB
Tax code	T2
Business Place	0001
Business Area	
Cost Center	
Sales Order	
WBS Element	
Cost Object	
Purchasing Doc.	
Value Date	28.10.2015
Assignment	T/T BANK NAME
Text	BANK NAME-LOCATION-CUSTOMER NAME

6. Click "Document Simulate"

Post Incoming Payments Display Overview			
Display Currency Taxes Reset			
Document Date	28.10.2015	Type	DZ
Posting Date	28.10.2015	Period	10
Document Number	INTERNAL	Fiscal Year	2015
Reference	T/T BANK NAME	Translatn Date	28.10.2015
Doc.Header Text	CUSTOMER NAME	Cross-CC no.	
Branch number		Trading Part.BA	

Items in document currency			
PK	BusA Acct	THB	Amount
001 40	50602THB31 KBANK BKK THB Savin	1,528,520.78	
002 40	3730 6599000000 Misc bank charges	100.00	T2
003 15	3710 0000302401 SOLVAY PEROXYTHAI L	1,528,620.78-	

D	1,528,620.78	C	1,528,620.78	0.00	*	3 Line items
---	--------------	---	--------------	------	---	--------------

Other line item			
PstKy	count	SGL Ind	TType

7. Click "Save" for post [Get the document number]

Document 2510018666 was posted in company code 0974

4.3 Advance Payment

When check corresponding AR in PF1 by open transaction FBL5N and there is no customer invoice found, incoming must be recorded to advance

No items selected (see long text)

payment.

Step:

1. Open transaction F-29

Fill in all the details required

- Document date – Payment Receiving Date
- Type – DZ
- Fill in Company code, Period, Currency/Rate, Reference, Doc. Header text
- Customer
 - Account – customer code
 - Special G/L Ind – Put "A (Down payment)"
- Bank Data
 - Account -G/L account of incoming bank
 - Amount- payment amount in Local /foreign currency

Post Customer Down Payment: Header Data			
New Item Requests			
Document Date	22.10.2015	Type	DZ
Posting Date	22.10.2015	Period	10
Document Number		Company Code	0974
Reference	ID 4317276	Currency/Rate	USD 36.2462
Doc.Header Text	ADV.SCC COMPOUNDING SDN ...	Translatn Date	
Trading Part.BA		Cross-CC no.	
		Branch number	
		Tax Report Date	

Customer	
Account	336137
Altern.comp.cde	
Special G/L Ind	A

Bank	
Account	50602THB31
Amount	19,410.00
Bank charges	
Value Date	22.10.2015
Text	ADV.SCC COMPOUNDING SDN B
Business Area	
LC amount	702,862.74
LC bank charges	676
Profit Center	
Assignment	

- Amount in L/C – payment amount in local currency (If any)
- Bank Charge – amount charged (if any)
- Value Date – same as posting date and document date
- Text- same as clearing text

2. Click "New Item"

New item

Fill in all the details required

- Amount – Invoice Amount
- Tax Code – TC
- Bus./sectn – Based on different company
- Assignment - TD Standard Order
- Text – same as clearing text

Post Customer Down Payment Correct Customer item

More data New item Withholding tax

Customer 336137 SCC COMPOUNDING SDN BHD G/L Acc 2360000000
 Company Code 0974 4 HALA MENGLEMBU TIMUR 10
 VINYTHAI IPOH

Item 3 / Down prmt received / 19 A

Amount 19,560.00 USD Amount in LC THB
 Tax Amount LC tax
 Tax code TC Calculate tax Bus./sectn 0001
 Bus. Area
 Purch.Doc.
 Profit Ctr
 WBS Element
 Assignment TD 4317276 Sales Doc.
 Text ADV.SCC COMPOUNDING SDN B Long Texts

3. Click "Document Simulate"

Post Customer Down Payment Display Overview

Display Currency Taxes Reset

Document Date 22.10.2015 Type DZ Company Code 0974
 Posting Date 22.10.2015 Period 10 Currency USD 36.24620
 Document Number INTERNAL Fiscal Year 2015 Translatn Date 22.10.2015
 Reference TD 4317276 Cross-CC no.
 Doc.Header Text ADV.SCC COMPOUNDING SDN .. Trading Part.BA
 Branch number

Items in document currency

PK	BusA	Acct	USD	Amount	Tax amnt
001 40	3730	6590900000	Misc bank charges	18.65	
002 40	3730	50602THB31	KBANK BKK THB Savin	19,391.35	
003 19A	3730	0000336137	SCC COMPOUNDING SDN	19,560.00-	TC
004 40	3730	6590900000	Misc bank charges	150.00	T2

D 19,560.00 C 19,560.00 0.00 * 4 Line items

4. Click "Save" for post [Get the document number]

Document 2510018666 was posted in company code 0974

5. Dispute for advance case

4.4 Post Date Cheque

Cheque is document that orders a bank to pay a specific amount of money from customer's account to our company, mostly paid by domestic customer. Cheque is always uploaded automatically, but sometimes the upload is not successful, so AR need to post manually.

Step:

1. Open transaction F-21 or F-04 or FB05

Fill in all the details required

- Document Date – Cheque Receiving Date
- Type – DZ
- Fill in Company code, Period, Currency/Rate, Reference, Doc. Header text, Clearing text
- First line item
 - PstKy – 09
 - Account – Customer Code
 - SGL Ind – C

Enter Transfer Posting: Header Data

☐ Held document ☐ Acct model ☒ Fast Data Entry ☐ Post with reference ☐ Editing Options

Document Date	28.10.2015	Type	DZ	Company Code	0974
Posting Date	28.10.2015	Period	10	Currency/Rate	THB
Document Number				Translatn Date	
Reference	03185829-132-022			Cross-CC no.	
Doc.Header Text	PDC-CUSTOMER NAME			Branch number	
Trading Part:BA					

First line item

PstKy 09 Account 12345 SGL Ind C TType

2. Press enter to go to next page

Fill in all the details required

- Amount – Amount in Cheque
- Due on – Cheque Due Date
- BusPlace/Secn – Based on different company
- Fill in Assignment, Text
- Next line item
 - PstKy – 15
 - Account – Customer Code

Customer 4500654 C. THAI CHEMICALS CO.,LTD G/L Acc 2200000000

Company Code 0974 444 PETCHKASEM RD

VINYTHAI SAMUTSAKORN

Item 1 / Check receipt / 09 C

Amount 1,000,000.00 THB

Tax

☐ Calculate tax Tax code Bus./sectn 0001

Bus. Area

Due on 31.12.2015

Invoice ref. / /

Assignment 03185829-132-022

Text PDC-CUSTOMER NAME Long Texts

Next Line Item

PstKy 15 Account 4500654 SGL Ind New co.code

3. Press enter to go to next page

Fill in all the details required

- Amount – Amount in Cheque
- BusPlace/Secn – Based on different company
- Bline Date – Cheque Due Date
- Fill in Assignment, Text

Customer 4500654 C. THAI CHEMICALS CO.,LTD G/L Acc 2200000000

Company Code 0974 444 PETCHKASEM RD

VINYTHAI SAMUTSAKORN

Item 2 / Incoming payment / 15

Amount 1,000,000.00 THB

Tax Amount

☐ Calculate tax Tax code BusPlace/Secn 0001

Bus. Area

Bline Date 28.10.2015

Disc. Amount

Invoice ref. / /

Pmnt Block

Pmt Method

Assignment 03185829-132-022

Text PDC-CUSTOMER NAME Long Texts

Next line item

PstKy Account SGL Ind New co.code

4. Click "Document Simulate"

5. Click "Save"  for post [Get the document number]

Enter Customer payment: Display Overview

  Taxes  Reset

Document Date	28.10.2015	Type	DZ	Company Code	0974
Posting Date	28.10.2015	Period	10	Currency	THB
Document Number	INTERNAL	Fiscal Year	2015	Translatn Date	28.10.2015
Reference	03185829-132-022			Cross-CC no.	
Doc.Header Text	PDC-CUSTOMER NAME			Trading Part:BA	
Branch number					

Items in document currency

PK	BusA	Acct	THB	Amount	Tax amnt
001	09C	0004500654 C. THAI CHEMICALS C		1,000,000.00	
002	15	0004500654 C. THAI CHEMICALS C		1,000,000.00-	

D 1,000,000.00 C 1,000,000.00 0.00 * 2 Line items

Other line item

PstKy  count SGL Ind TType New co.code

4.5 Advance payment clearing

After invoice has been issued for advance incoming payment, AR need to clear items.

Step:

1. Use transaction F-32 to clear advance payment received posting with related AR open item.

Fill in all the details required

- Account – Customer code
- Clearing date – Payment Receiving Date
- Fill in Company code, Period, Currency/Rate,
- Open item Selection
 - Special G/L Ind – Put "A (Down payment)"

Clear Customer: Header Data

Process open items

Account: 2007455 Clearing Date: 17.09.2014 Period: 9
Company Code: 7525 Currency: USD

Open Item Selection
Special G/L Ind: A ☒ Normal OI

Additional Selections
☐ None
☐ Amount
☐ Document Number
☒ Posting Date
☐ Dunning Area
☐ Reference
☐ Reference Key 3
☐ Payment order
☐ Collective invoice
☐ Document Type
☐ Business Area
☐ Others

2. Click "Process open items"

3. Select invoices that match with advance incoming payment by double clicking on the amount.

Clear Customer Process open items

Distribute Difference Charge off diff. Editing options Cash Disc. Due Create Dispute Case

Standard Partial Prnt Res.Items Withhldg tax

Assignment	Document	USD Gross	CashDiscount	CDPer
00944768	94476883 RV 01 06.07.2..06.07.2..	10,050.00		
	1400001483 DZ 19 26.06.2..26.06.2..	10,050.00		

Processing Status
Number of Items: 2 Amount entered: 0.00
Display from item: 1 Assigned: 0.00
Reason code: Difference postings:
Display in clearing currency: Not assigned 0.00

4. Click Document Simulate

5. Click "Save" for post [Get the document number]

Clear Customer Display Overview

Taxes Reset

Document Date: 17.09.2014 Type: AB Company Code: 7525
Posting Date: 17.09.2014 Period: 9 Currency: USD 1,020.51
Document Number: INTERNAL Fiscal Year: 2014 Translatn Date: 17.09.2014
Reference: Cross-CC no.:
Doc.Header Text: Trading Part.BA:

FK	BusA	Acct	USD	Amount	Tax amnt
001	17	0002007455 NEW LEAF (H.K.) LIM	10,050.00		
002	09A	0002007455 NEW LEAF (H.K.) LIM	10,050.00		
003	50	0098622004 GAIN ON X REALI	0.00		
004	40	0098622000 LOSS ON X REALI	0.00		

D 10,050.00 C 10,050.00 0.00 * 4 Line items

Other line item
PstKy: count SGL Ind: TType: New co.code:

4.6 AR discount (AR Factoring)

Treasury will request for bank discount and provide information to AR, AR is responsible to record every transaction related to bank discount.

4.6.1 Receive payment from bank

Step:

1. After receive incoming from bank who support for discount, record payment by transaction F-21

Fill in all the details required

- Document Date – Payment Receiving Date
- Type – DT
- Fill in Company code, Period, Currency/Rate, Reference, Doc. Header text, Clearing text
- First line item
 - PstKy – 40
 - Account – G/L account of incoming bank

Enter Transfer Posting: Header Data

☐ Held document ☐ Acct model ☒ Fast Data Entry ☐ Post with reference ☐ Editing Options

Document Date	30.10.2015	Type	DT	Company Code	0974
Posting Date	30.10.2015	Period	10	Currency/Rate	THB
Document Number		Translatn Date			
Reference	AR_DISCOUNT	Cross-CC no.			
Doc.Header Text	AR_DISCOUNT_DUE DATE	Branch number			
Trading Part.BA					

First line item

PstKy 40 Account 50601THB31 SGL Ind TType

2. Press enter to go to next page

Fill in all the details required

- Amount – Incoming amount
- Value Date – Payment Receiving Date
- Fill in Assignment, Text
- Next line item
 - PstKy – 19
 - Account – Customer code
 - SGL Ind - C

Enter Misdirect: Add G/L account item

☐ More data ☐ Acct model ☒ Fast Data Entry ☐ Taxes

G/L Account 50601THB31 CITIBANK THB Savings
Company Code 0974 VINYTHAI

Item 1 / Debit entry / 40

Amount 1,000,000.00 THB ☐ Calculate tax

Business Place Trdg Part.BA

Business Area

Profit Center

Profit. Segment

Value Date 30.10.2015 Quantity

Assignment AR_DISCOUNT Due on

Text AR_DISCOUNT_DUE DATE

Next Line Item

PstKy 19 Account 12345 SGL Ind C New co.code

3. Press enter to go to next page

Fill in all the details required

- Amount – Invoice amount
- Bus. Area – Based on different company
- Fill in Assignment, Text
- Next line item
 - PstKy – 40
 - Account – 6530000000 (Interest charged from discount)

Enter Misdirect: Add Customer item

☐ More data ☐ Acct model ☒ Fast Data Entry ☐ Taxes ☐ Withholding tax

Customer 307289 VININDEX PTY LIMITED G/L Acc 2200000000
Company Code 0974 LEVEL 4, 26 COLLEGE STREET
VINYTHAI DARLINGHURST

Item 2 / Clear Check receipt / 19 C

Amount 1,000,000.00 THB Tax code Bus./sectn

Bus. Area 3730

Due on 31.12.2015

Invoice ref. / /

Assignment AR DISCOUNT

Text AR DISCOUNT_CUST CODE_DUE DATE

Next Line Item

PstKy 40 Account 6530000000 SGL Ind New co.code

4. Press enter to go to next page

Fill in all the details required

- Amount – Amount charged
- Business Place – Based on different company
- Business Area – Based on different company
- Cost center – Based on different company
- Fill in Assignment, Text

Enter Misdirect: Add G/L account item

More data Acct model Fast Data Entry Taxes

G/L Account 6530000000 Interests and costs o/notes remitted for discount
Company Code 0974 VBNYTHAI

Item 3 / Debit entry / 40

Amount 100 THB
Tax code
Business Place 0001
Business Area 3730 Trdg Part.BA
Cost Center VGD3730000 Order
Sales Order Asset
WBS Element Network
Cost Object
Purchasing Doc. More
Value Date 30.10.2015 Quantity
Assignment AR DISCOUNT Asst retirement
Text AR DISCOUNT_CUST CODE_DUE DATE Long Texts

Next Line Item
PstKy Account SGL Ind New co.code

5. Click "Document Simulate"

6. Click "Save" for post [Get the document number]

Enter Misdirect: Display Overview

Display Currency Taxes Reset

Document Date 30.10.2015 Type DT Company Code 0974
Posting Date 30.10.2015 Period 10 Currency THB
Document Number INTERNAL Fiscal Year 2015 Translatn Date 30.10.2015
Reference AR_DISCOUNT Cross-CC no.
Doc.Header Text AR_DISCOUNT_DUE DATE Trading Part.BA
Branch number

Items in document currency

PK	BusA	Acct	THB	Amount	Tax amnt
001 40	3730	50601THB31	CitiBk THB Savings	999,900.00	
002 19C	3730	0000307289	VINIDEX PTY LIMITED	1,000,000.00-	
003 40	3730	6530000000	Int&costs note disc	100.00	

D 1,000,000.00 C 1,000,000.00 0.00 * 3 Line Items

4.6.2 Return payment to bank

Step:

1. After make payment to bank, record outgoing by transaction F-04

Fill in all the details required

- Document Date – Payment paid Date
- Type – DT
- Fill in Company code, Period, Currency/Rate, Reference, Doc. Header text, Clearing text
- First line item
 - PstKy – 50
 - Account – G/L account of outgoing bank

Post with Clearing: Header Data

Choose open items Acct model

Document Date 30.10.2015 Type DT Company Code 0974
Posting Date 30.10.2015 Period 10 Currency/Rate THB
Document Number Translatn Date
Reference CLEAR AR DISC. Cross-CC no.
Doc.Header Text CLEAR AR DISC.
Clearing text
Branch number

Transaction to be processed

☒ Outgoing payment
☐ Incoming payment
☐ Credit memo
☐ Transfer posting with clearing

First line item
PstKy 50 Account 50601THB31 SGL Ind TType

2. Press enter to go to next page

Fill in all the details required

- Amount – Outgoing amount
- Value Date – Payment Paid Date
- Fill in Assignment, Text

Post with Clearing Correct G/L account item

Choose open items Process open items More data Acct model

G/L Account 50601THB31 CITIBANK THB Savings
Company Code 0974 VBNYTHAI

Item 1 / Credit entry / 50

Amount 6,603,862.05 THB

☐ Calculate tax

Business Place
Business Area
Profit Center
Profit. Segment

Trdg Part.BA

Quantity
Due on

Value Date 30.10.2015
Assignment CLEAR AR DISC.
Text CLEAR AR DISC.

Long Texts

Next Line Item

PstKy Account SGL Ind New co.code

3. Click "Choose open items"

Fill in all the details required

- Company Code
- Account – Customer code
- Account Type – D
- Special G/L ind – C

Post with Clearing Select open items

Process open items

Open item selection

Company Code 0974
Account 307289
Account Type D
Special G/L ind C ☒ Normal OI
Pmnt advice no.

☐ Other accounts
☐ Distribute by age
☐ Automatic search

Additional selections

☒ None
☐ Amount
☐ Document Number
☐ Posting Date
☐ Dunning Area
☐ Reference
☐ Payment order
☐ Collective invoice
☐ Document Type
☐ Business Area

4. Click "Process open items", then select items

Post with Clearing Process open items

Distribute Difference Charge off diff. Editing Options Cash Disc. Due Create Dispute Case

Standard Partial Pmt Res.Items WH Tax

Account Items 307289 VINIDEX PTY LIMITED

Reference	Document...	P., Bu...	Da...	THB Net	Partially Paid Amt	CashDiscount	CDPer.	S...
AR DISCOUNT	2510018219	19	3730 3	6,603,862.05-	0.00			
AR DISCOUNT	2510018219	19	3730 6-	7,613,299.71-	0.00			
AR DISCOUNT	2510018219	19	3730 14-	7,600,955.87-	0.00			
AR DISCOUNT	2510018219	19	3730 22-	7,592,726.76-	0.00			

Processing Status

Number of Items 13
Display from item 10
Reason code
Display in clearing currency

Amount entered 6,603,862.05-
Assigned 6,603,862.05-
Difference postings
Not assigned 0.00

5. Click "Document Simulate"

6. Click "Save" for post [Get the document number]

Post with Clearing Display Overview

Display Currency Taxes Reset

Document Date 30.10.2015 Type DT Company Code 0974
Posting Date 30.10.2015 Period 10 Currency THB
Document Number INTERNAL Fiscal Year 2015 Translatn Date 30.10.2015
Reference CLEAR AR DISC. Cross-CC no.
Doc.Header Text CLEAR AR DISC. Trading Part.BA
Branch number

Items in document currency

PK	BusA	Acct	THB	Amount	Tax amnt
001	50	3730 50601THB31	CitiBk	THB Savings	6,603,862.05-
002	09C	3730 0000307289	VINIDEX	PTY LIMITED	6,603,862.05

D 6,603,862.05 C 6,603,862.05 0.00 * 2 Line Items