

# AP – Vendor SSN Greyed Out in SedonaOffice

12/28/2023 2:39 pm EST

## AP – Vendor SSN Greyed Out

Vendors can have a Social Security Number listed since some Vendors might be contractors that you need to send tax forms. If a user needs access to this SSN and it is obfuscated, there is a permission that controls seeing this information. DO NOT change this permission for them, simply inform them what the permission is that controls this information so they can pass it along to their Sedona Office administrator.

Vendor test Edit (KIMBERLITE (TESTING SANDBOX))

Vendor Code: test      Category: CSR

Vendor Type: Finance Company      Open Bills: 0.00

Branch: 00 - Must Assign      Open Credit: 0.00

Net Due to Vendor: 0.00

Vendor Information

Name: test

Address ...: N/A

Contact 1:      Exp Account:      Default Cost: 0.00

Phone:      Terms: 1% 10 Net 30

Fax:      Credit Limit: 0.00

Contact 2:      PO Memo:

Phone:

Payments

Checks Payable To: test

Address ...: N/A

Check Memo:

Identification

Federal Id:      Social Sec #: [Greyed Out]

Issue 1099:

Notes

Critical Message

Expires On:

Inactive       Secure Vendor      Save      Close

Resolution:

Access	Module
<input type="checkbox"/> Vendor Custom Fields	AP
<input type="checkbox"/> Vendor Documents	AP
<input type="checkbox"/> View Only Access for Checks	AP
<input type="checkbox"/> Edit Vendor Notes	AP
<input type="checkbox"/> Delete Vendor Notes	AP
<input type="checkbox"/> Access to Secure Vendors	AP
<input type="checkbox"/> Override Expense Type	AP
<input type="checkbox"/> Read Only Vendor Access	AP
<input type="checkbox"/> Hide Vendor Social Security No	AP
<input type="checkbox"/> Edit Costs on Purchase Orders	AP
<input type="checkbox"/> Edit Acknowledged PO	AP
<input checked="" type="checkbox"/> <b>Inventory</b>	<b>IN</b>
<input checked="" type="checkbox"/> Issues>Returns	IN

Inform the customer that they have the “Hide Vendor SSN” permission enabled and that it will need to be disabled by their Sedona Admin to see the SSN information.