How to tell which Invoices and Credits are on the Subaccount or Master

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Master Account

The Main Master Account screen will show “Open Invoices” and “Open Credits.”

Open Invoices: These are Subaccount invoices that are billed directly to the Master Account.

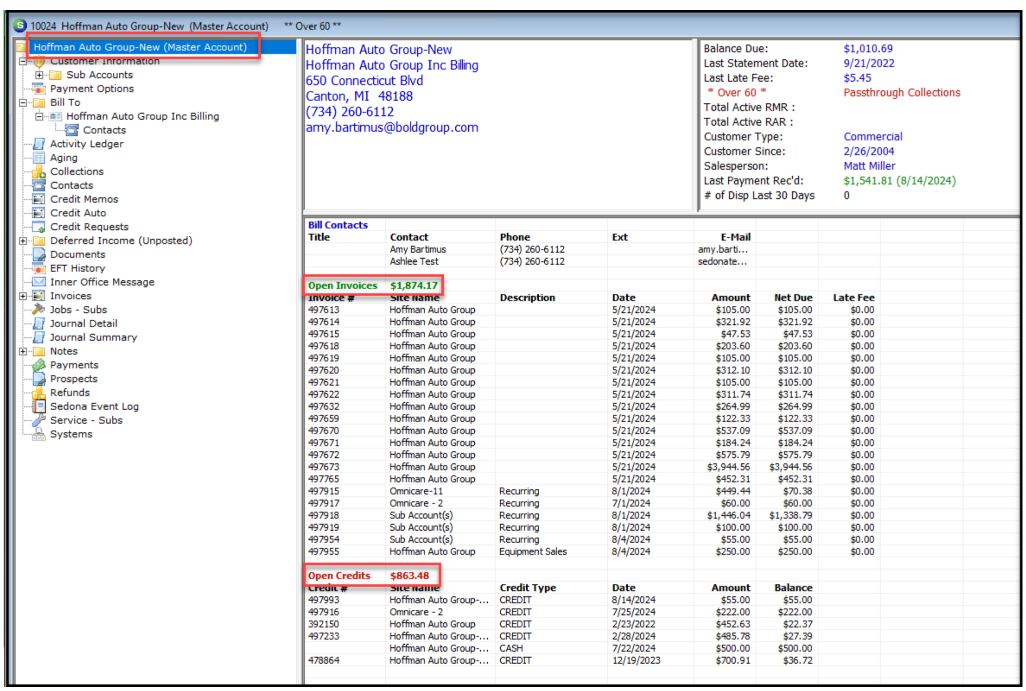
Cycle Invoices that are “Receivable to Master”

Service Invoices

Job Invoices

Invoices that are created directly from the Master Account (only if “Allow direct invoicing to Master Account” is selected in AR – Setup Processing.)

Open Credits: These are Credits created from the Master Account using Credit Requests or created from the Subaccount and selecting to have the Credit Memo go to the Master Account.



Subaccount

The Main Screen for a Subaccount can show the following:

Open Invoices: These are Invoices that are billed to the Subaccount. You **can** create a Credit from these Invoices from the Subaccount.

Other Cust Inv: These are Open Invoices that are billed to the Master Account for that Subacccount.

Open Credits: These are credits that were created on the Subaccount.

Other Cust CR: These are credits that were created from the Subaccount but selected to go to the Master Account when created.