



Purchase Ledger

Keeping your suppliers in order

The Purchase Ledger is a complete management system for your supplier accounts and their transactions. Each account can be set up to match specific supplier profiles, including trading terms and discount levels. When it comes to payments, you can establish payment methods to suit the way you work: options available include cheque and BACS.

Improved cash flow control

You may view invoices due for payment and select those you wish to pay, via the suggested and automatic payments routines. This helps you to prioritise the most urgent payments and gives you greater control of your cash flow.

Simple error correction

The Purchase Ledger in Opera 3 offers error correction functionality. Was a payment allocated to the wrong invoice, or entered incorrectly? With the Opera 3 Rectify Allocation Wizard you can break the allocation link so that transactions can be re-allocated correctly. You can also remove associated transactions, such as a purchase payment, quickly and easily.

In addition, to make things easier when auditing at period-end or year-end, Opera 3 gives you the ability to run your Aged Creditors reports retrospectively so that you can see your company's outstanding aged liability as it would have been at a specific date in the past.

- Multi-currency: transactions are held in both base and suppliers' currencies
- Supplier statistical analysis
- Batch e-mail remittances
- Retrospective Aged Creditors reporting
- Multiple Contacts and Supplier Notes
- Combined Cheque/Remittance
- Purchase Invoice Register
- Authorise payment routine
- Real-time or batch update to Nominal
- Views
- Integration with Nominal Ledger, Purchase Order Processing, Purchase Invoice Register, Fixed Assets, Costing and Cashbook

