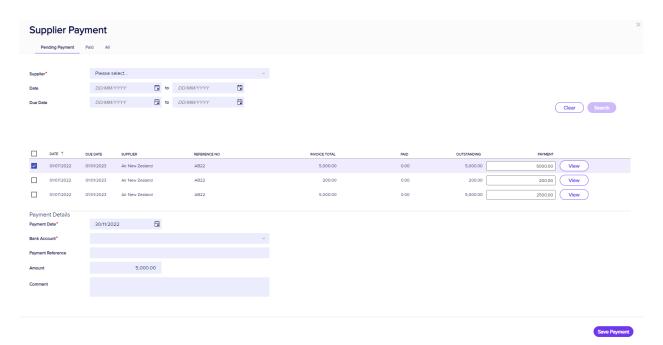
Supplier Payment

Last Modified on 11/29/2022 11:00 pm EST

Supplier Payment is where you are able to track pending and paid invoices against a specific supplier, filtered by invoice date and/or due date of the invoice.



There are three views to Supplier Payments:

- Pending Payment
- Paid
- All

You can filter on the following criteria:

- Supplier Name
- Date Range of the Payment
- Due Date Range of the Payment

Clicking on the view button against each payment will display the actual invoice that the payment was paid against.

For More Information:

To set up suppliers, visit Application Setup, under Hotels and Suppliers.