

WHS8140 Email Print Invoices

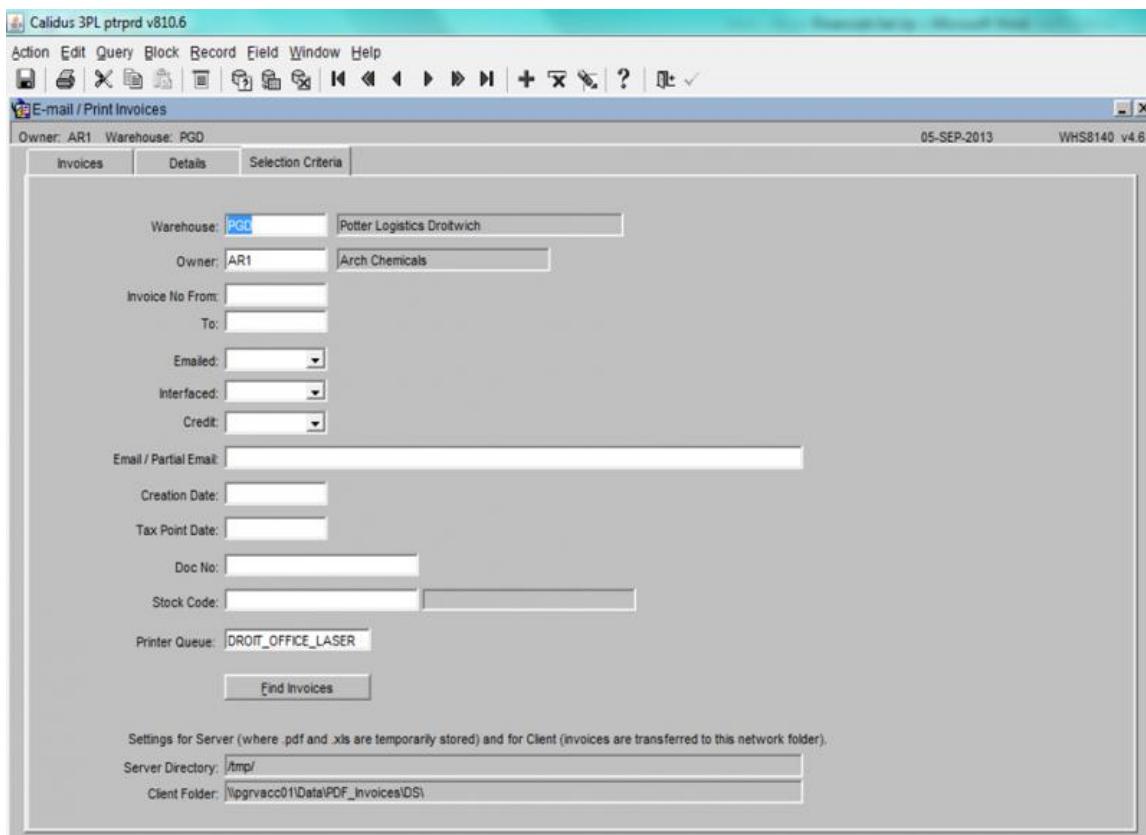
Aptean Ltd
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Contents

1 WHS8140 Email Print Invoices.....	1
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1 WHS8140 Email Print Invoices

Here you can email or print invoices that have been generated.



- The warehouse will default to the current warehouse, but it is possible to enter any valid warehouse.
- Enter any relevant data in the selection criteria fields you require
- Press the **Find Invoices** button to retrieve the invoices

Invoice No	OwnerName	Postcode	Tax Point Date	Cred	Creation Date	Sent	Inf	E-Mail	Form	Check
1	AR1 Arch Chemicals	WF10 2JT	31-OCT-2012	N	29-OCT-2012 12:10	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
5	AR1 Arch Chemicals	WF10 2JT	29-JAN-2013	N	29-JAN-2013 14:01	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
20	AR1 Arch Chemicals	WF10 2JT	09-FEB-2013	N	11-FEB-2013 13:02	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,011	AR1 Arch Chemicals	WF10 2JT	28-FEB-2013	N	04-MAR-2013 14:03	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,012	AR1 Arch Chemicals	WF10 2JT	28-FEB-2013	N	04-MAR-2013 14:03	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,067	AR1 Arch Chemicals	WF10 2JT	31-MAR-2013	N	27-MAR-2013 13:03	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,125	AR1 Arch Chemicals	WF10 2JT	30-APR-2013	N	01-MAY-2013 08:05	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,183	AR1 Arch Chemicals	WF10 2JT	11-MAY-2013	N	10-MAY-2013 13:05	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,184	AR1 Arch Chemicals	WF10 2JT	11-MAY-2013	Y	10-MAY-2013 13:05	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,196	AR1 Arch Chemicals	WF10 2JT	31-MAY-2013	N	03-JUN-2013 09:06	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,261	AR1 Arch Chemicals	WF10 2JT	30-JUN-2013	N	02-JUL-2013 09:07	N	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,329	AR1 Arch Chemicals	WF10 2JT	29-JUL-2013	N	29-JUL-2013 14:07	Y	Y	katrina.baker@lonza.com,ihorne@archchemi	MAN	<input type="checkbox"/>
406,345	AR1 Arch Chemicals	WF10 2JT	31-JUL-2013	N	30-JUL-2013 09:07	Y	Y	katrina.baker@lonza.com,ihorne@archchemi	CHR	<input type="checkbox"/>
406,408	AR1 Arch Chemicals	WF10 2JT	31-JUL-2013	N	02-AUG-2013 10:08	Y	Y	katrina.baker@lonza.com,ihorne@archchemi	MAN	<input checked="" type="checkbox"/>
406,414	AR1 Arch Chemicals	WF10 2JT	31-JUL-2013	N	02-AUG-2013 11:08	Y	Y	katrina.baker@lonza.com,ihorne@archchemi	MAN	<input type="checkbox"/>
406,419	AR1 Arch Chemicals	WF10 2JT	31-JUL-2013	N	02-AUG-2013 15:08	Y	Y	katrina.baker@lonza.com,ihorne@archchemi	MAN	<input type="checkbox"/>
406,429	AR1 Arch Chemicals	WF10 2JT	31-JUL-2013	N	06-AUG-2013 09:08	Y	Y	katrina.baker@lonza.com,ihorne@archchemi	MAN	<input type="checkbox"/>
406,467	AR1 Arch Chemicals	WF10 2JT	23-AUG-2013	N	23-AUG-2013 11:08	Y	Y	katrina.baker@lonza.com,ihorne@archchemi	MAN	<input type="checkbox"/>
406,470	AR1 Arch Chemicals	WF10 2JT	23-AUG-2013	N	23-AUG-2013 11:08	Y	Y	katrina.baker@lonza.com,ihorne@archchemi	MAN	<input type="checkbox"/>
406,485	AR1 Arch Chemicals	WF10 2JT	31-AUG-2013	N	29-AUG-2013 14:08	N	Y	katrina.baker@lonza.com,ihorne@archchemi	MAN	<input type="checkbox"/>

Message sent to katrina.baker@lonza.com, ihorne@archchemicals.com, sheila.french@lonza.com on 02 August 2013 10:39 by CHELLV.

Send PDF Mass Print Individual Reprint



- As you can see above, the system has retrieved all invoices that match the selection criteria. Note: The email address is defaulted from the Owner Maintenance screen (Main tab)
- You have can now send a PDF of the invoice/credit note, carry out a mass print of all invoices or produce an individual reprint. First you must select the invoice/credit notes you wish to action by using the check box against specific lines. Once selected press one of the 3 buttons.

