



Recharge

This module comes as standard in KEYPrime Advanced but is an optional module in KEYPrime Accounts.

Recharge provides the facility to:

- create a Sales Invoice from either a Purchase Invoice or a Bank Payment,
- create a Purchase Invoice from a Sales Invoice or Bank Receipt,
- create a Sales Credit Note from a Purchase Credit Note and vice versa,
- create a Purchase Order from a Sales Order and vice versa.

To Recharge out a transaction, click on the Recharge button at the bottom of the entry screen:

The screenshot shows the 'Bank Payment' entry screen. The window title is 'Bank Payment' and the subtitle is '***EDIT*** Bank Payment'. The 'Trans. No.' is 1826. The 'Bank' is 01 Current Account. The 'Supplier' is LANDMRKS Landmark Fertiliser Supplies. The 'Billing' is Invoice. The 'Method' is Electronic. The 'Payment Date' is 11/10/2022. The 'Payment Ref.' is 1001 with a total of 15000.00. The 'Total' is 15000.00. The 'Print on Save' checkbox is checked. The table below shows the following data:

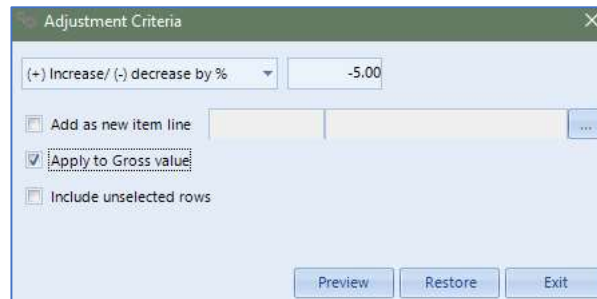
Nominal	Enterprise	Analysis	Description	Qty	Price	Net	V	VAT	Gross	Inv. Ref. No.	Inv. Date
00211			Compound Fert	0.00	0.00	10000.00	S	2000.00	12000.00		11/10/22
00221			Nitrogen fert	0.00	0.00	2500.00	S	500.00	3000.00		11/10/22
* Grand Summaries											
						12500.00		2500.00	15000.00		

The 'Recharge' button is highlighted with a red box at the bottom of the window. Other buttons include Save, Print, Calc. Net, Ledger, Documents, Copy, Remove, Abandon, and Exit.

This will open the new Purchase or Sales Invoice with the same date and item lines as the original.

Once the new transaction is open, the amount which has been copied from the original invoice or order may be adjusted by right clicking on the item line and selecting Adjustments.

A new screen will be shown and you can select to adjust by percentage, amount or apply a new value to all items.



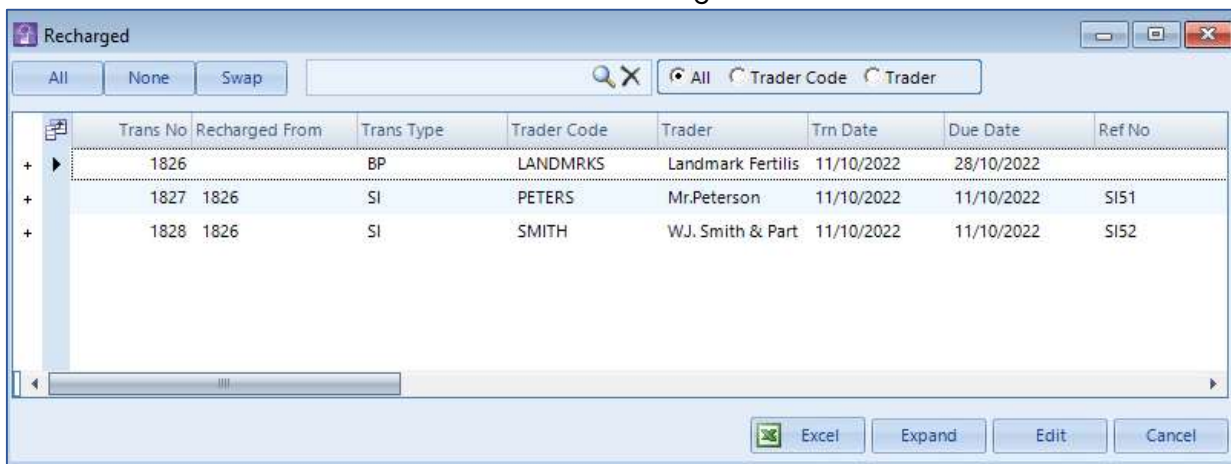
The 'Adjustment Criteria' dialog box features a dropdown menu set to '(+) Increase/ (-) decrease by %' with a text input field containing '-5.00'. Below this are three checkboxes: 'Add as new item line' (unchecked), 'Apply to Gross value' (checked), and 'Include unselected rows' (unchecked). At the bottom, there are 'Preview', 'Restore', and 'Exit' buttons.

Once an invoice or order has been recharged it will show a purple link icon next to the invoice total.



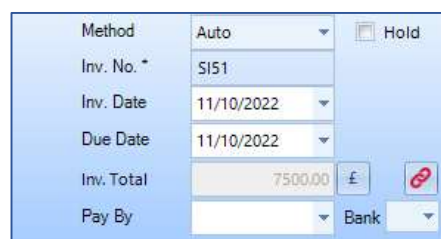
The payment summary box shows 'Payment Date' as 11/10/2022, 'Payment Ref.' as 1001, and a total of 15000.00. A purple link icon is positioned next to the total amount.

Click on this to show a list of the transactions recharged from it:



Trans No	Recharged From	Trans Type	Trader Code	Trader	Trn Date	Due Date	Ref No
1826		BP	LANDMRKS	Landmark Fertilis	11/10/2022	28/10/2022	
1827	1826	SI	PETERS	Mr.Peterson	11/10/2022	11/10/2022	SI51
1828	1826	SI	SMITH	W.J. Smith & Part	11/10/2022	11/10/2022	SI52

The child transactions created from the recharge will show a red icon and you can click on that to show the same report as above.



The transaction details form includes fields for 'Method' (Auto), 'Inv. No.' (SI51), 'Inv. Date' (11/10/2022), 'Due Date' (11/10/2022), 'Inv. Total' (7500.00), and 'Pay By' (Bank). A red link icon is next to the total amount.

A report for Recharges can be run from the List button on the Daybook.



The 'Daybook Report' dialog box has radio buttons for 'Summary' (selected) and 'Detailed'. It also features checkboxes for 'Selected items only' (checked), 'List Payments for Transactions' (unchecked), and 'List Recharges for Transactions' (checked). 'OK' and 'Cancel' buttons are at the bottom.

