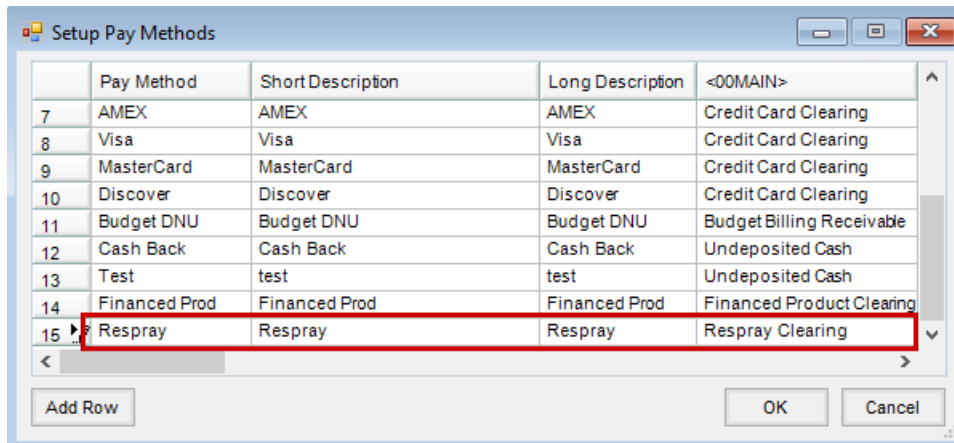


Vendor Refunds for Customer Respray or Complaint

Last Modified on 04/27/2022 11:55 am CDT

It is recommended to have a general ledger account set up called Respray Clearing and a Respray payment method set up at *Accounting / Setup / A/R / Pay Methods* pointing to the *Respray Clearing* account.



	Pay Method	Short Description	Long Description	<DOMAIN>
7	AMEX	AMEX	AMEX	Credit Card Clearing
8	Visa	Visa	Visa	Credit Card Clearing
9	MasterCard	MasterCard	MasterCard	Credit Card Clearing
10	Discover	Discover	Discover	Credit Card Clearing
11	Budget DNU	Budget DNU	Budget DNU	Budget Billing Receivable
12	Cash Back	Cash Back	Cash Back	Undeposited Cash
13	Test	test	test	Undeposited Cash
14	Financed Prod	Financed Prod	Financed Prod	Financed Product Clearing
15	Respray	Respray	Respray	Respray Clearing

1. Invoice the customer for the product that was resprayed or on which the complaint was filed. This will properly record the use of the product in the customer's field history.
2. Add a payment at the *Payment on Account* screen. The payment amount will be the amount due on the invoice created in step #1.
3. Change the payment method to *Respray* and save the payment.

If the vendor refund comes in the form of new product:

1. Enter a Purchase Invoice for the new product at *Inventory / Purchase Invoice* using a reasonable cost.
2. Proceed to *A/P / Pay Bills* screen, and use the *Memo Check* option to pay the bill. You will want to change your *Checking Account* to your *Respray Clearing Account*.

If the vendor refund comes in the form of a credit:

1. Enter a Credit A/P Bill for the vendor.
2. Choose the *Respray Clearing Account* as the expense account.

If the vendor credit comes in the form of a check from the vendor:

1. Add a Journal Entry for the vendor check.
2. Debit the *Checking Account* and credit the *Respray Clearing Account*.