

# Past Due Invoices Dashboard

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## Purpose

The Past Due Invoices Dashboard displays an invoice count and dollar amount of past due Invoices by aging bucket, salesperson, top 10 customers, and Invoice location.

## Details

Aging Bucket setup:

- **Over 90 Days Past Due** – The due date is 91+ days past due.
- **61-90 Days Past Due** – The due date is 61-90 days past due.
- **31-60 Days Past Due** – The due date is 31-60 days past due.
- **1-30 Days Past Due** – The due date is 1-30 days past due.