Past Due Invoices Dashboard

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The dashboard is based on data from a scheduled extract that occurs daily and honors the User restrictions based on Customer Location.

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.

Additional information can be found on the *Details* tab.

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.