

Billing item setup – Deposit

Add new deposit at Master > Deposit > New

Deposit

List Search **New**

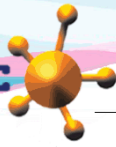
New deposit	
Code	D12500 (Maximum 20 characters, must input. Please avoid input ' , ! , @ , \$, # , % , ^ , & , * , space.)
Name	D12500 價值 (Maximum 100 characters, must input)
Description	<div style="border: 1px solid gray; height: 40px;"></div> (Maximum 100 characters, must input)
Default expiry date	1 Year
Brand	Unspecified
Division	Unspecified
Value	\$ 12500
Amount	\$ 10000
Status	<input type="checkbox"/> Inactive Active deposit is sellable and available for redemption. Inactive deposit is not sellable but available for redemption.
Only for treatment redemption	<input type="checkbox"/> Yes


Input deposit code, name, value and amount.
Input other necessary fields if required, system has no input control on other fields.


Sales commission	
Sales group	Commission
Sales	10 %
Sales Trainee	20 %


Press <Submit> to add deposit


Submit Reset Cancel




 Code: represent the deposit, cannot be duplicated and will be displayed on invoice.

 Name: brief description of the deposit that will be displayed on invoice.

 Description: detailed description of the deposit that will not be displayed on invoice.

 Default expiry date: maximum period that the purchased deposit can be redeemed.


It would be calculated automatically by system on invoice, where authorised user can make appropriate amendments.

 Division / brand: only for classification and analysis purpose.


Add new division/ brand at Master > Division/ Brand > New

 Value: the actual value of the deposit that will be displayed on invoice.

Authorised user can make appropriate amendments on invoice.

 Amount: the actual amount that member pay to purchase the deposit and will be displayed on invoice.

Authorised user can make appropriate amendments.

 Status: the deposit is default as active. Active deposit can be sellable and available for redemption.

If deposit is ticked as inactive, inactive deposit will be not sellable, but available for redemption.

 Only for treatment redemption: If ticked, the deposit cannot be used for sale but only available for redemption.

If not ticked, then the deposit is available for both sale and redemption.

View deposit at Master > Deposit > Search

Deposit [List](#) [Search](#) [New](#) [...](#) [...](#) [...](#)

Search deposit

Code	<input type="text" value="D12500"/>	Input search criteria, press <Submit> to search deposit
Name	<input type="text"/>	
Description	<input type="text"/>	
Brand	All <input type="button" value="v"/>	
Division	All <input type="button" value="v"/>	
Status	All <input type="button" value="v"/>	

Submit Reset

Deposit list

Deposit code	Deposit name	Expiry date	Deposit value	Deposit amount	Redemption discount	Action
D12500	D12500 價值	1 year	\$12,500.00	\$10,000.00		Edit Delete

Press deposit code or name to view deposit details

Authorized user can edit and delete deposit

>Show deleted

View deposit

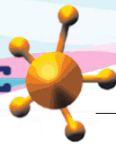
Code	D12500
Name	D12500 價值
SKU	
Description	
Default expiry date	1 Year
Brand	Unspecified
Division	Unspecified
Value	\$12,500.00
Amount	\$10,000.00
Status	Active
	Active deposit is sellable and available for redemption. Inactive deposit is not sellable but available for redemption.
Only for treatment redemption	No
Created at	23-Nov-2016 12:07

Sales commission

Sales group	Commission
Sales	10 %
Sales Trainee	20 %

Back | View | Edit | SKU | Delete Close

View deposit page can also edit and delete deposit



If deposit has more than 1 item code, use <SKU>

Back | View | Edit | Volume discount | **SKU** | Treatment list | Delete

Edit item master

Item code	D12500
Item name	D12500 價值
Description	
Category	Nil
Type	Deposit
SKU	<input type="text" value="D01"/> <input type="button" value="X"/> (Maximum 20 characters. Please avoid input ', !, @, \$, #, %, ^, &, *, space.)
SKU	<input type="text"/> (Maximum 20 characters. Please avoid input ', !, @, \$, #, %, ^, &, *, space.)
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Input alternative code, then press <Submit>

SKU can be inputted at invoice and system will change it into deposit code automatically.
SKU cannot be duplicated with any item codes.