

# Work with debtors (F9)

Pressing the function key F9 opens a window that opens a module with wide range of options for working with debtors.

1. List of debtors;
2. Summary of debt obligations;
3. Issued invoices;
4. Services provided;
5. Forming and sending payment reminders;
6. Sent payment reminders.

**Work with debtors**

☒ Paym.date: 05.05.2022 ☒ Expeditor: Jeldre Janis ☐ Language: ☐ Select invoice numbers: ☐ Include invoices which repeated paym. date hasn't come ☐ Exclude not sent invoices ☐ Include hopeless debtors

Client	Reminder	Debt Eur	w.Overdue	Invoices
EMH KOLN	05.07.2015	429.93	1166	1
ESV Transport	14.05.2012	611.44	4145	1
Ducros express	...	980.00	3996	1
East Transport Service	09.05.2022	962.20	3936	1
ERG Cargo	...	60.50	204	1
G.S.P.	28.02.2012	244.00	3907	1
H.Trader	...	2000.00	3670	2
Latoia	...	160.50	3645	2
MCC	...	1917.85	664	2
Powerscreen	...	14520.00	2601	1
Puteu Sabela Fekano	...	500.00	4110	1
Sales Agency	12.12.2012	1961.00	3962	4
Telo un co	...	1220.00	4009	1

Maximal payment delay 627.00 Days  
Average payment delay 627.00 Days  
Total debt 629.20 EUR  
Overdue payment 629.20 EUR  
Available debt 629.20 EUR

Number	Date	Term	Overdue day	Curr.	Debt	Remind	Reminder Notes	Paym.reminder
156	20.04.2020	04.06.2020	700	EUR	629.20	...	...	...

No.	Date	Loading address	Delivery address	Cargo manager	Income	Expenses	Profit
K24	05.05.2011	IF 97520, Gussone	F 3444, Veldre	J.V	980.00	980.00	...

Notes:

Contact:

Remind:  Status:  Addressee: Demo

☒ Show all reminders ☒ Show sent e-mails

Created	Remind	Notes	Contact	Type	Addressee	Finished	Created by
02.05.2011	Invoice No. 156, 156, 156	e-mail	Ducros express	Jeldre Janis	...	...	...

Total debt: 36 066.62 EUR; 14 clients Unpaid 1 invoices; Client debt: 629.20 EUR

Revision #5

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