

# 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
Lafite	...	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

Total debt: 36 066.62 EUR; 14 clients

Unpaid 1 invoices; Client debt: 629.20 EUR

Revision #5

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