



What's new in InvoicePlus?

The latest version of InvoicePlus is 1.2.0.

Company Details

Enter both a Mailing and a Street address for your companies

Add a logo or image file for use on documents

Decide how you want to display GST on invoices

- Item prices and line items are shown gross when you choose **Inclusive**
- **Exclusive** means item prices and line items are displayed net of GST

Specify the height of your letterhead, for use when printing documents

Choose whether to display remittance advices on invoices and statements

Customers

Edit customer codes if necessary

Enter both a Mailing and a Street address for your customers

- Choose which address to display on documents when printing

Add a Mobile number in Customer Details

Add opening balances

Filter the customer's ledger list - choose whether or not to display statements, letters, quotes or void documents

Add and view invoice, quote, receipt and credit note Notes in the Customers window

Extra fields added to the Customer Import for Mailing and Street addresses and Mobile number

Document management

Void invoices, receipts and credit notes (view and print with Void watermark)

Delete quotes, statements and letters

Filter the Invoice, Receipt and Credit Note windows

Email and fax options now available when previewing reports and documents

Producing Invoices, Quotes, Receipts, Credit Notes and Statements

Enter a Message to appear on all documents

Use the supplied Styles to change the look of your documents

Display or hide:

- Item Codes
- Quantities
- Amounts
- Payment terms
- Fold marks

Choose whether documents print as a copy or an original

GST

Set a default GST code for use with non-item lines on invoices, quotes and credit notes

Payment Terms

Enter up to 150 character descriptions on Payment Terms

Invoices, Quotes and Credit Notes

Add negative lines

Include description-only lines

Edit Item descriptions

Enter up to 4 decimal places in the Quantity field

Print draft invoices

Finalize invoices before printing

Receipts

Select all outstanding invoices or credit notes for a customer when you add a receipt

See the expired discount amount on invoice selected for receipt in red with expiry date hover hint

Statements

Produce ad-hoc statements for customers

Preview statements on-screen

Aged balances are now displayed on statements

Reporting

Choose whether to display or hide Notes attached to customers on the Customer List report

Report on void invoices, receipts or credit notes when using the Invoice, Receipt or Credit Note List reports