



Document templates

refers to:

Maintenance menu → Accounts setup → document templates tab

This tab is used for setting global definitions used in creating Invoices.

This configuration should only be changed under supervision of IQX staff.

Consists of:

- ID
- Name
- Class
- Descriptive Type
- Ledger
- Payment Type
- Report File
- Days to Pay
- Autonumber Type
- Autonumber next
- Autonumber prefix or a linked templateID
- VAT Nominal

There is only 1 Invoice layout for all Invoices and Credits. This MUST be called **SalesInvoice.rtm**

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