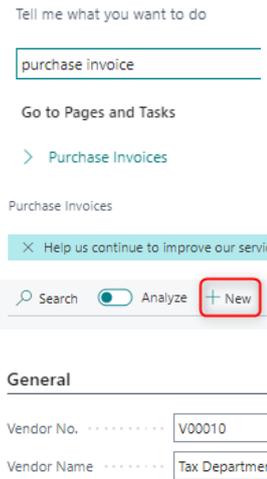
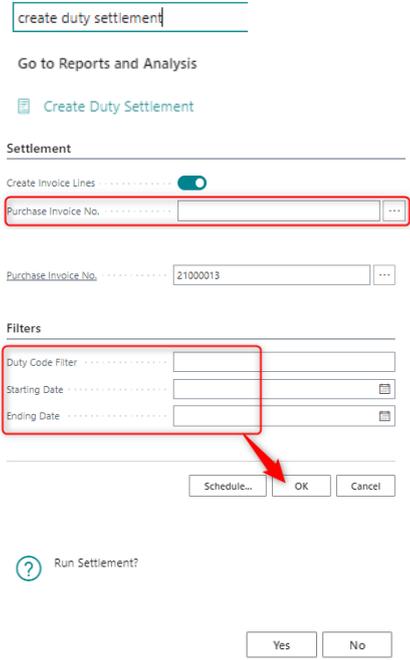


Run Duty Settlement

Phase	Description	Navigation
	<ul style="list-style-type: none"> When duties are to be settled, 2 reports are used for this purpose. The Duty Settlement for payable duties and the Duty Reimbursement for receivable duties. This guide shows the Duty Settlement, another guide shows the Reimbursement 	
<p>Prepare Purchase Invoice for the Duty Settlement report</p>	<ul style="list-style-type: none"> For creation of the Settlement, a purchase invoice must be created for the tax department. Search for purchase invoice Click on + New In Vendor No. Choose the vendor the settlement must be created for 	
<p>Run the Settlement Report</p>	<ul style="list-style-type: none"> Search for create duty settlement In the field Purchase Invoice No. choose the created purchase invoice from the previous step Define filters for the report if needed before clicking OK Click Yes in the dialogue box <i>Lines will now be added to the purchase invoice</i> 	
<p>Post the purchase invoice</p>	<ul style="list-style-type: none"> Go the purchase invoice and open it to see the duty lines added and click on Post to settle the duties and turn the purchase invoice into a Posted Purchase Invoice, which can be paid to the tax department. <i>The Duty Entries within the filter has now been settled</i> 	