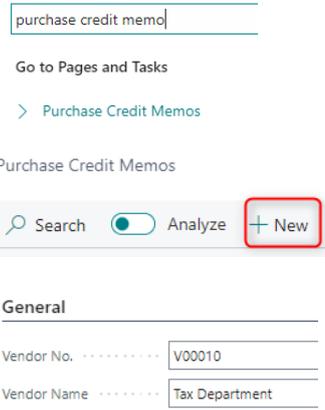
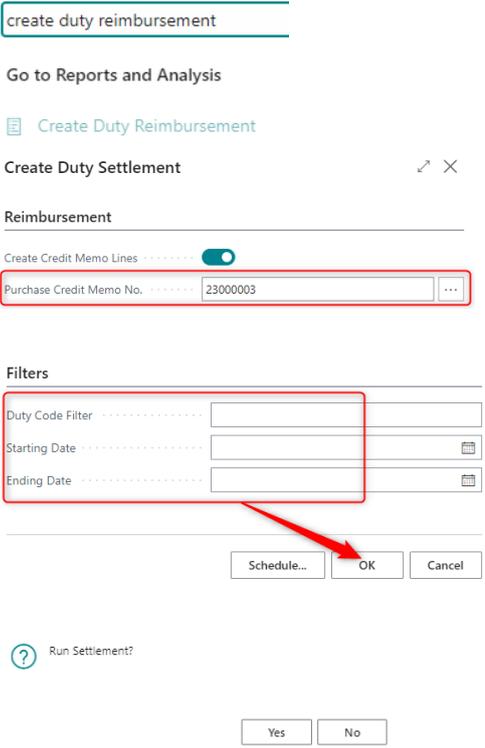
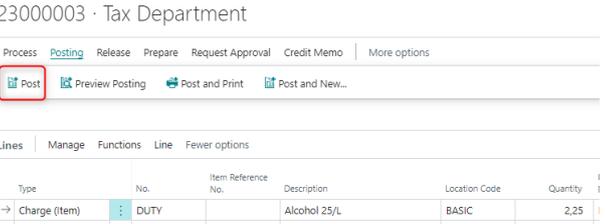


Run Duty Reimbursement

| Phase | Description | Navigation |
|---|--|--|
| <p>Prepare Purchase Credit Memo for the Duty Reimbursement report</p> | <ul style="list-style-type: none"> The Duty Reimbursement report is used if some of the paid duty can be deducted in the duty settlement for a given period <i>For creation of the Reimbursement, a purchase credit memo must be created for the tax department.</i> Search for purchase credit memo Click on + New In Vendor No. Choose the vendor the reimbursement must be created for |  |
| <p>Run the Reimbursement Report</p> | <ul style="list-style-type: none"> Search for create duty reimbursement In the field Purchase Credit Memo No. choose the created purchase credit memo 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 credit memo</i> |  |
| <p>Post the purchase credit memo</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 deducted in the payment to the tax department. <i>The Duty Entries within the filter has now been settled</i> |  |