



Order Time and Returns

Types of Returns

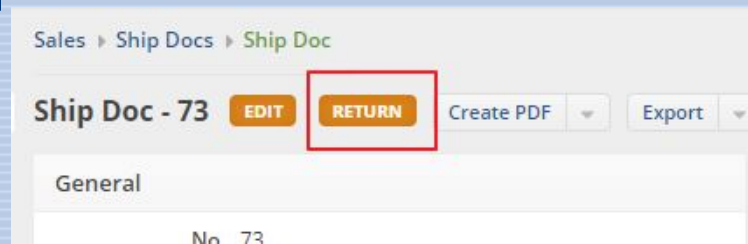


- Customer Returns
- Vendor Returns

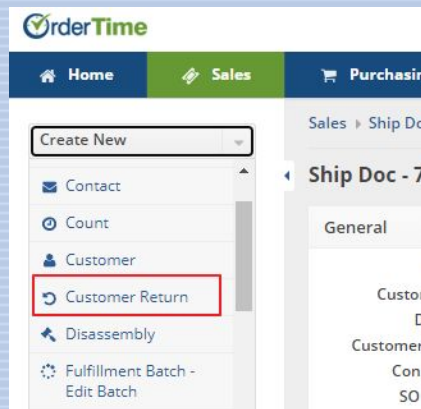
Creating Customer Return



- From Ship Doc



- Create New



Customer Returns



- **Issue Refund**

- Immediately issue a refund with cash or charge card

- **Issue Credit**

- Issue credit to the customer account to be applied at a later date

Customer Return - Applying Credit



- Apply a customer's credit as payment on a new Sales Order

Sales > Sales Orders > **Sale Order** Created By Jason Swan 3/8/2021 4:29 PM Modified By Jason Swan 3/8/2021 4:28

Sales Order - 93 EDIT Create PDF Export Print Label

General

No. 93
Customer Ron Rico Change
Date 3/8/2021
Promise Date 3/8/2021
Customer PO
Contact

Bill Address

WANDERER
PUERTO DEL REY 1
ST POMME DE TERRE, PUERTO RICO 00907
US

Ship Address

WANDERER
PUERTO DEL REY 1
ST POMME DE TERRE, PUERTO RICO 00907
US

Summary Revision : 1

Subtotal	30.00
Ship Amount	0.00
Discount	-0.00
Additional Fee	0.00
Taxes	0.00
Total Amount	30.00
Paid Amount	-0.00
Balance	30.00

Apply Credits

Tran Type Sales Order No. 93 Balance 0.00 Applied 30.00

NO.	TRAN TYPE	DATE	CUSTOMER PO	AMOUNT	TOTAL APPLIED	APPLIED	UNAPPLIED
<input checked="" type="checkbox"/>	14	Customer Return	3/8/2021	30.00	30.00	30.00	0.00


Save Cancel

+ Add + Apply Credits

ACTIONS

Apply credit in QuickBooks



 **Receive Payment** Help X

<input type="checkbox"/>	DESCRIPTION	DUE DATE	ORIGINAL AMOUNT	OPEN BALANCE	PAYMENT
<input type="checkbox"/>	Invoice # 2681 (12/18/2013)	12/18/2013	283.60	283.60	<input type="text"/>
<input type="checkbox"/>	Invoice # 3230 (03/19/2014)	03/19/2014	1,664.00	1,664.00	<input type="text"/>
<input type="checkbox"/>	Invoice # 4526 (10/15/2015)	10/15/2015	65.00	65.00	<input type="text"/>
<input type="checkbox"/>	Invoice # 999980 (09/01/2018)	09/01/2018	14.00	14.00	<input type="text"/>
<input checked="" type="checkbox"/>	Invoice # 1000113 (05/09/2019)	05/09/2019	58.02	58.02	<input type="text" value="58.02"/>
<input checked="" type="checkbox"/>	Invoice # 1000195 (06/12/2019)	06/12/2019	27.50	27.50	<input type="text" value="27.50"/>
<input checked="" type="checkbox"/>	Invoice # 1000613 (03/03/2021)	03/03/2021	299.12	299.12	<input type="text" value="225.75"/>

< First Previous 1-7 of 7 Next Last >

Credits

Filter > All ⚙

<input type="checkbox"/>	DESCRIPTION	ORIGINAL AMOUNT	OPEN BALANCE	PAYMENT
<input checked="" type="checkbox"/>	Credit Memo # 47 (03/04/2021)	125.00	125.00	<input type="text" value="125.00"/>

< First Previous 1-1 of 1 Next Last >

Amount to Apply

\$311.27

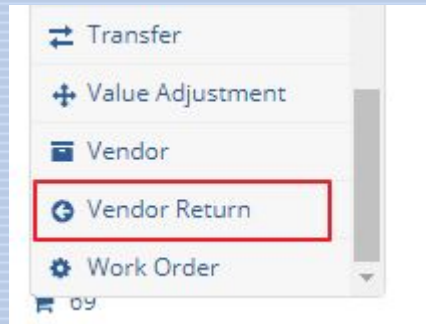
Amount to Credit

\$0.00

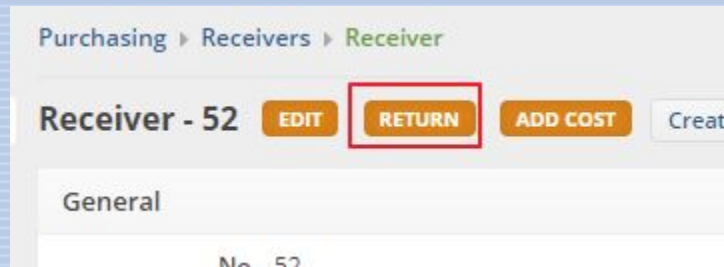
Creating Vendor Returns



- Create New



- Closed Receiver



Effects in QuickBooks



- Customer Returns
- Applied Credits
- Vendor Returns