



Proforma Invoice

Megan De Freitas - 2024-11-22 - Reporting

Overview

The *Proforma Invoice* security setting allows users to see the Proforma Invoice default report in the report manager. This report can be copied and edited in report designer. See the Reports documentation for more information on this functionality and other default reports.

Usage

The Proforma Invoice report is used as a statement of the commitment on the part of the seller to deliver the products and services to the buyer at a specified price. Once you enable the *Proforma Invoice* security the report will be visible in Report Manager.

The screenshot shows the Report Manager interface. On the left, there is a list of reports with columns for Report, ReportID, and a checkbox. The 'Proforma Invoice' report is highlighted. On the right, there is a 'Report Preview' window showing a sample document. The document is a 'COMMERCIAL INVOICE' with the following details:

Date: 22 / Apr / 17
Your Order No.:
Document No.: 20240405

SOLD TO:
Acme Sales
Business Office
985 Woodlands Ave
Cary, IN 46402-3655
P: (219) 255-9109
F: (219) 255-9109

*These commodities, technology or software were exported from the United States in accordance with the Export Administration Regulations. These commodities are licensed by the U.S. for export. Diversions contrary to U.S. law are prohibited.

ITEM	Item Number	QTY	Customer Price	Description	Net Each	Amount
	10120	1	Each	1" Monitor	\$199.00	\$199.00
					Total	\$199.00

PACKAGING INFORMATION

PKG No.	Package Type	PKGS	WEIGHT
	Carton	1	3.00

Security

Proforma Invoice - Allows users to see and use the default Proforma Invoice report