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Proforma Invoice

Cavallo Support - 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 application. On the left, a list of reports is displayed with columns for Report, ReportID, and a checkbox. The 'Proforma Invoice' report is selected. On the right, the 'Report Preview' window shows a sample of the Proforma Invoice report. The report includes a header with 'COMMERCIAL INVOICE', a date of '21/Apr/17', and a document number of 'INVSP1005'. It also features a table with columns for Item Number, QTY, Container, Description, Net Each, and Amount. The table shows one item with a net total of \$199.95. Below the table, there is a section for 'PACKAGING INFORMATION' and 'UNIT WEIGHT'.

Item Number	QTY	Container	Description	Net Each	Amount
0119	1	Each	17 Monitor	\$199.95	\$199.95
				Total	\$199.95

Security

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