50.2 Enter and Maintain Bills

50.2.1 Customer Billing

- Start
- Need to Create an Invoice
- InterUnit Agency Bill?
- Yes
- InterUnit Agency Billing
- No
- 2 Create Bill
- 3 Maintain Bill
- 4 Create Pro Forma
- Workflow?
- Yes
- Billing Workflow
- No
- 6 Execute Bill Status Change (RDY)
- 7 Finalize & Print Invoice
- 8 Email Invoice
- 9 Mail Printed Invoice
- End
- 10 Currency Conversion
- 11 Preload
- 12 Create GL Accounting Entries
- 13 Request Budget Check
- 14 Load to Accounts Receivable
- 60.1.2 Enter and Maintain Receivables
- Draft from Representative Agency Workgroup Session
- 5 Review Pro Forma
- Bill Edits?
- Yes
- No
50.2 Enter and Maintain Bills

50.2.2 Refund/Credit Invoice

Start
1. Need to Create a Refund or Credit Invoice
   - Refund or Credit?
     - Refund
     - Credit
       - Draft from Representative Agency Workgroup Session

2. Create Credit Bill
3. Set Worksheet to Post
4. Run ARUPDATE
5. Process Receivable Refund
6. Process Customer Statement
7. Create Credit Bill
8. Maintain Bill
9. Create Pro Forma
10. Review Pro Forma
11. Execute Bill Status Change (RDY)
12. Finalize & Print Invoice
13. Email Invoice
14. Mail Printed Invoice
15. Currency Conversion
16. Preload
17. Create GL Accounting Entries
18. Request Budget Check
19. Lead to Accounts Receivable
20. Enter and Maintain Receivables

Billing Workflow

Review and Approve?

Agency Billing Approver

No

Yes

Agency Billing Processor

No

Yes

30 4.1.2 Process and Manage Payments

Florida PALM System Job

End
50.2 Enter and Maintain Bills
50.2.3 InterUnit Billing

- Need to Create InterUnit Invoice
  - Yes
    - Create Bill
    - Maintain Bill
    - Create Pro Forma
  - No
    - Setup and Maintain Customer
- Execute Bill Status Change (RDY)
- Finalize & Print Invoice
- Email Invoice
- Mail Printed Invoice
- Preload
- Create GL Accounting Entries
- Request Budget Check
- Load to Accounts Payable
- Florida PALM System Job
- Draft from Representative Agency Workgroup Session
- Review Pro Forma
- Bill Edits?
  - Yes
    - Review Pro Forma
    - No
    - Mail Printed Invoice
- Finalize & Print Invoice
- Email Invoice
- Mail Printed Invoice
- Preload
- Create GL Accounting Entries
- Request Budget Check
- Load to Accounts Payable
- Florida PALM System Job
- Draft from Representative Agency Workgroup Session