

TPN Invoicing - recreating the Sage posting file.

Go to Reports/Enquiries then Invoicing.

Choose Summary then Re-print.

Enter the details and tick Re-create Sage file.

Re-Print Summary

Vat Rate : 20.00

Tax Point Date :

Period

Daily

Weekly

Two Weekly

Monthly

Re-create Sage File

OK Cancel

The file is saved wherever you set it in Setup/Parameters/Company/Sage (Local)/Directory.

Remember the normal Sage Nominal is 4000 and the taxcode is T1. The NV Taxcode is usually T0.