

# 1. Cancel Supplier Payment

Finance > Banking > Payment Listing > Select Supplier > Other Actions > Cancel

The screenshot displays a software interface for managing payments. The top navigation bar includes 'Property', 'Tenant/C' (with a yellow circle '1'), 'Finance' (highlighted with a red box), 'Maintenance', 'Portal', and 'Control Panel'. The left sidebar shows a 'General Ledger' section with 'Banking' (highlighted with a red box and yellow circle '2') and 'Payment Manager' with 'Payment Listing' (highlighted with a red box and yellow circle '3'). The main content area shows a 'Payments' table with columns: SN, Date, Payment No, Contact Name (with a yellow circle '4'), Bank Name/Cheque No/Bank Ref, Reference No, Currency, Amount, Status, and icons for print and refresh. A 'Find What:' search bar is located at the top right of the table area. The table contains one entry with SN 1, Date 29 Apr 2021, Payment No MC4297/AP2104001, Contact Name ABC PEST MANAGEMENT PTE LTD, Bank Name/Cheque No/Bank Ref Cash At Bank - Note 3 000001, Reference No, Currency SGD, Amount 500.00, and Status Active. A 'Select All' checkbox is at the bottom right of the table.

| SN | Date        | Payment No       | Contact Name                | Bank Name/Cheque No/Bank Ref | Reference No | Currency | Amount | Status | Icons                               |
|----|-------------|------------------|-----------------------------|------------------------------|--------------|----------|--------|--------|-------------------------------------|
| 1  | 29 Apr 2021 | MC4297/AP2104001 | ABC PEST MANAGEMENT PTE LTD | Cash At Bank - Note 3 000001 |              | SGD      | 500.00 | Active | <input type="checkbox"/>            |
|    |             |                  |                             |                              |              |          |        |        | Select All <input type="checkbox"/> |

Cheque Payment

1 - Payment Details 2 - Uploaded Document(s)

|                    |                             |                |                  |
|--------------------|-----------------------------|----------------|------------------|
| Payee's Name       | ABC PEST MANAGEMENT PTE LTD | Payment Number | MC4297/AP2104001 |
| Contact Code       | CS/21001                    | Payment Date   | 29 Apr 2021      |
| Cheque No/Bank Ref | 000001                      | Cross Cheque   | Yes              |
| Deposit To         | 12020 Cash At Bank - Note 3 | Reference No   |                  |
| Total Amount       | 500.00                      | Currency       | SGD              |

| SN | Description | Remarks                 | GST Category | Type | Amount |
|----|-------------|-------------------------|--------------|------|--------|
| 1  | Inv 12345   | PEST CONTROL - MAY 2021 |              | VI   | 500.00 |

Posting Details

| SN | Account Code/Profit Centre  | Description                                       | Debit (SGD) | Credit (SGD) | Amount    |
|----|-----------------------------|---|-------------|--------------|-----------|
| 1  | 22060 Trade Creditors       | Inv 12345 (Payment - ABC PEST MANAGEMENT PTE LTD) | 500.00      | 0.00         | SGD500.00 |
| 2  | 12020 Cash At Bank - Note 3 | ABC PEST MANAGEMENT PTE LTD - 000001 (Payment)    | 0.00        | 500.00       | SGD500.00 |

Offset Details

| SN              | Date | Type | Reference No | Amount |
|-----------------|------|------|--------------|--------|
| No Record Found |      |      |              |        |

- Other Actions...
- Print Voucher
- Print Cheque
- Print This Form
- Delete
- Cancel

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Other Actions...

Close