



## Tip of the Month – October 2002

### How to Age Credit Memos

Have you been frustrated by the fact that credit memos in Payables and Receivables Management don't age properly? Well, your headache is over. In Release 7.0 of Microsoft Business Solutions Great Plains, all documents, including credit memos, age properly.

In order to age credit memos you will need to do the following:

- Go-to Setup-Purchasing-Payables
  - In the Options section, click the checkbox next to 'Age Unapplied Credit Amounts'
- Go-to Setup-Sales-Receivables
  - In the Options section, click the checkbox next to 'Age Unapplied Credit Amounts'