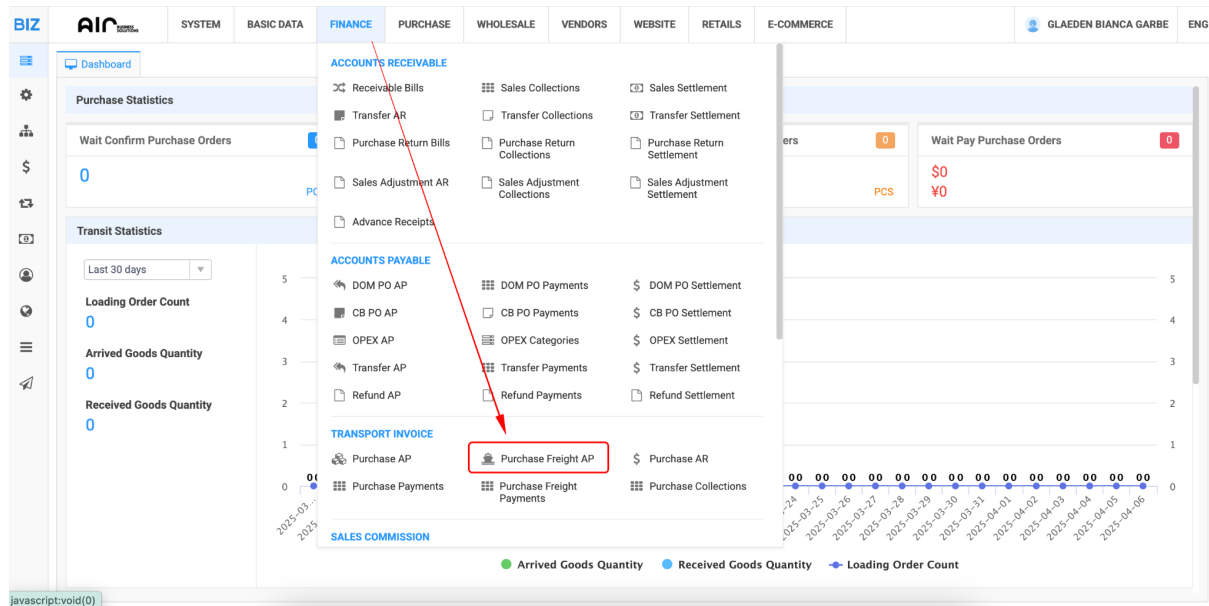


Finance - Purchase Freight AP

The **Purchase Freight AP** tab is designed to manage freight charges associated with purchase transactions. It allows users to monitor payment statuses, track transportation details, and maintain comprehensive records of all freight-related activities.

Navigation: To access the **Purchase Freight AP** tab in your ERP system, follow these steps:



1. **Log In:** Enter your credentials to access the ERP dashboard.
2. **Navigate to Financials:** From the main menu, select the **Financials** module.
3. **Access Accounts Payable:** Within the Financials section, click on **Accounts Payable**.
4. **Select Purchase Freight AP:** Under Accounts Payable, click on the **Purchase Freight AP** tab to manage freight-related transactions.

Key Features of the Purchase Freight AP Tab:

The screenshot displays the 'Purchase Freight AP' tab in a software application. The interface includes a top navigation bar with tabs for SYSTEM, BASIC DATA, FINANCE, PURCHASE, WHOLESALE, VENDORS, WEBSITE, RETAILS, and E-COMMERCE. The 'PURCHASE' tab is selected, and the 'Purchase Freight AP' sub-tab is active. Below the navigation bar, there is a search section with filters for 'No./Loading No./Container No.', 'Transport Order Type', 'Search by Period', 'Search by Payment Status' (set to 'Unpaid'), and 'Search by Transport Fee Type'. A table with the following columns is shown: Payment Status, Transport No., Transport Order Type, Fee Project, Fee Type, Payable Amount, Paid Amount, Require Date, Remaining Days, and Loading Order No. The table is currently empty, with a message 'No records available.' displayed below it. A red box highlights the table header, and a red arrow points to the 'No records available.' message. The bottom of the interface shows a pagination bar with '0' items and a '20' page size selector.

1. Transaction Details:

- **Payment Status:** Indicates whether the payment is paid or unpaid.
- **Transport No.:** Unique identifier for the transportation of goods.
- **Transport Order Type:** Specifies the type of transportation order.
- **Fee Project:** Identifies the project associated with the freight fee.
- **Fee Type:** Specifies the type of fee (e.g., Head Transport Fee, Tail Transport Fee).
- **Payable Amount:** Total amount due for payment.
- **Paid Amount:** Amount already paid to the vendor.
- **Require Date:** The date by which payment is required.
- **Remaining Days:** Number of days remaining until the payment due date.
- **Loading Order No.:** Reference number for the loading order.
- **Container No.:** Identifier for the container used in transportation.
- **Arrival Date:** Date when the goods are expected to arrive.
- **Remark:** Additional notes related to the transaction.

2. Searching and Filtering Options:

The screenshot displays the BIZ AIR system interface, specifically the **Purchase Freight AP** tab. A red box highlights the search and filter options. The search bar includes fields for:

- No./Loading No./Container No.
- Transport Order Type
- Search by Period
- Search by Payment Status (Unpaid)
- Search by Transport Fee Type

Below the search bar are date range filters for:

- Require Date (Begin/End)
- Arrival Date (Begin/End)
- Payment Date (Begin/End)

The table below the filters is empty, displaying "No records available." The bottom of the interface shows pagination controls with "0" items and "20" per page.

- **Search by Number:** Filter transactions using loading or container numbers.
- **Transport Order Type:** Find transactions based on the type of transport order.
- **Search by Period:** Filter transactions by their overdue status.
- **Search by Payment Status:** View transactions based on payment status (Paid/Unpaid).
- **Search by Transport Fee Type:** Locate transactions by fee type (Head Transport Fee/Tail Transport Fee).
- **Require Date - Begin/End:** Search for transactions within a specific date range.
- **Arrival Date - Begin/End:** Filter transactions based on the arrival date range.
- **Payment Date - Begin/End:** Search for transactions within a specific payment date range.

Benefits of Using the Purchase Freight AP Tab:

- **Comprehensive Freight Management:** Provides a centralized view of all freight-related transactions, facilitating efficient tracking and management.

- **Enhanced Financial Control:** Allows for precise monitoring of payable and paid amounts, aiding in effective cash flow management.
- **Improved Reporting:** Facilitates accurate financial reporting by maintaining detailed records of all freight charges and payments.
- **Operational Efficiency:** Streamlines the processing of freight payments, reducing manual efforts and minimizing errors.

Utilizing the **Purchase Freight AP** tab in your ERP system is essential for effectively managing freight charges and transportation costs. It ensures timely payments to vendors, enhances financial reporting, and supports strategic decision-making processes. By efficiently handling purchase freight accounts payable, businesses can achieve better financial control and operational efficiency.