



# Osprey Approach: Reports: Suggested PL Payments

This help guide was last updated on  
Nov 17th, 2021

The latest version is always online at  
<https://support.ospreyapproach.com/?p=32776>



This report shows suggested payments to purchase suppliers based on their payment terms and how long the invoices have been outstanding. Payment terms can be set against each purchase ledger in the Credit Terms section of the Edit Purchase Ledger Details screen:

Purchase Ledgers > Purchase Header > Edit Purchase Details

DX No:

### CREDIT TERMS

Credit Period (days):

Credit Limit:

VAT No:

Payment Type:



### Suggested Purchase Ledger Payments Report

Practice Name: Broom & Broom Ltd      Year: 2      Period: 2      Accounting Date: 30/11/2021      Date Report Run: 17/11/2021

PL Code	Description	Date	Branch Dept	Days Credit	Posting Detail	Ref	Posting Value	Amount Paid	Outstanding
PL4	Bombay Spice Ltd	28/02/2021	1 1	1	Invoice	000034	-120.00	-72.00	-48.00
<b>Subtotal</b>							<b>-120.00</b>	<b>-72.00</b>	<b>-48.00</b>

Suggested PL Payments example


## Filter Options

Reports > Other Financial > Suggested PL Payments

Run

Please check the following:

- You must enter a date.

Suggested Payments Due Before:   \*

Currency:

Branch:

- Suggested Payments Due Before** - Enter the end date of your search here. For example, to see which suppliers need to be paid before the end of this month, enter your month end date here. Date is required

- **Currency** - Select the currency you wish to report on
- **Branch** - Select to print information for All branches or select a branch here

## List of Columns produced

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- Purchase Ledger Code
- Purchase Ledger Description
- Invoice Date
- Branch
- Department
- Number of Days credit given by the supplier
- Posting detail
- Posting Reference
- Posting Value
- Amount Paid
- Amount Outstanding