

Osprey Approach: Understanding where Postings Appear in Purchase Ledgers

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## This guide describes where the financial information is available within Osprey is displayed

You want to know which bank, journal or other account will be affected when you make a particular posting on the purchase ledger. Positive figures are suffixed with a '+' sign and negative figures with a '-' sign. This should help you to understand the accounting methods within Osprey.

## All Purchase Ledger Postings

Account Type	Posting Type Description	Posting Type Code	Plus or minus
Purchase Ledger	Pay Supplier	OFFICE	+
Purchase Ledger	Supplier Credit Note	PL	-
Purchase Ledger	Supplier Invoice	PL	+
Purchase Ledger	Supplier Refund	OFFICE	-

## **Purchase to Nominal Postings**

- Supplier Invoice
- Supplier Credit Note

Posting Type	Nominal Ledger	VAT Journal (if applicable)	DAY BOOK
Supplier Invoice	Nominal + Nominal VAT (if applicable) +	Value of Inputs + Inputs +	Purchase Office -
Supplier Credit Note	Nominal – Nominal VAT (if applicable) -	Value of Inputs – Inputs -	Purchase Office +

## **Purchase to Office Postings**

- Pay Supplier
- Supplier Refund

Posting Type	Purchase Ledger	Office Bank (or Petty Cash Journal if selected)
Pay Supplier	Purchase +	Office -
Supplier Refund	Purchase -	Office +