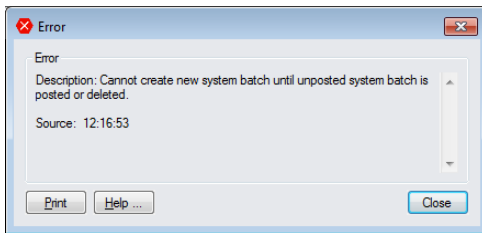


# Extended A/P Create Payment Batch

Extended A/P Create Payment Batch is an enhanced replacement for the Sage A/P Create Payment Batch form that provides two main features:

- **It lets you create more than one system-generated batch at a time – without posting each one after creation.**

With Sage 300, you can only create one unposted System payment batch (as shown in the following Sage 300 error message). However, with TaiRox Extended A/P Create Payment Batch, you can have multiple open payment batches.



**When you click the Generate button to create a batch:**

- Extended A/P Create Payment Batch uses Sage 300 functionality to create a system generated payment batch.
- It immediately changes the batch type from System to Entered so you can generate another payment batch.

If you use Sage 300's Create Payment Batch to create a System payment batch, this "type change" will not be done, and you will NOT be able to generate another batch.

Always use TaiRox Extended A/P Create Payment Batch to generate payment batches.

**Note:** Extended A/P Create Payment Batch does not have Sage's Register or Clear buttons because Register/Clear requires a System Batch to be created.

- **It lets you create a payment batch for a specific batch of invoices.**

Extended A/P Create Payment Batch adds a new criteria selection that lets you specify the invoice batch for which you want to generate payment.

This feature addresses a Sage 300 functional gap that may be felt keenly in situations where invoice batches are imported from external system. It means that you can import and post invoice, then immediately generate payments for each new invoice batch.

## Sage A/P Create Payment Batch Criteria Tab

## TaiRox Extended A/P Create Payment Batch Criteria Tab

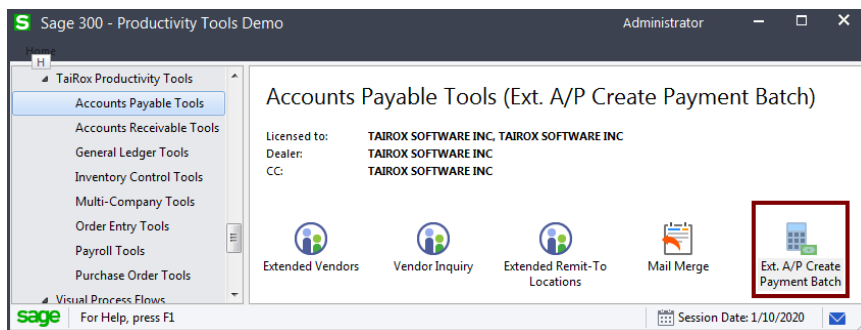
**Create Payments uses Forced Payments to create payments for a batch**

Note that Extended A/P Create Payment Batch uses Sage 300's Force Payments feature to create payments for a specific invoice batch.

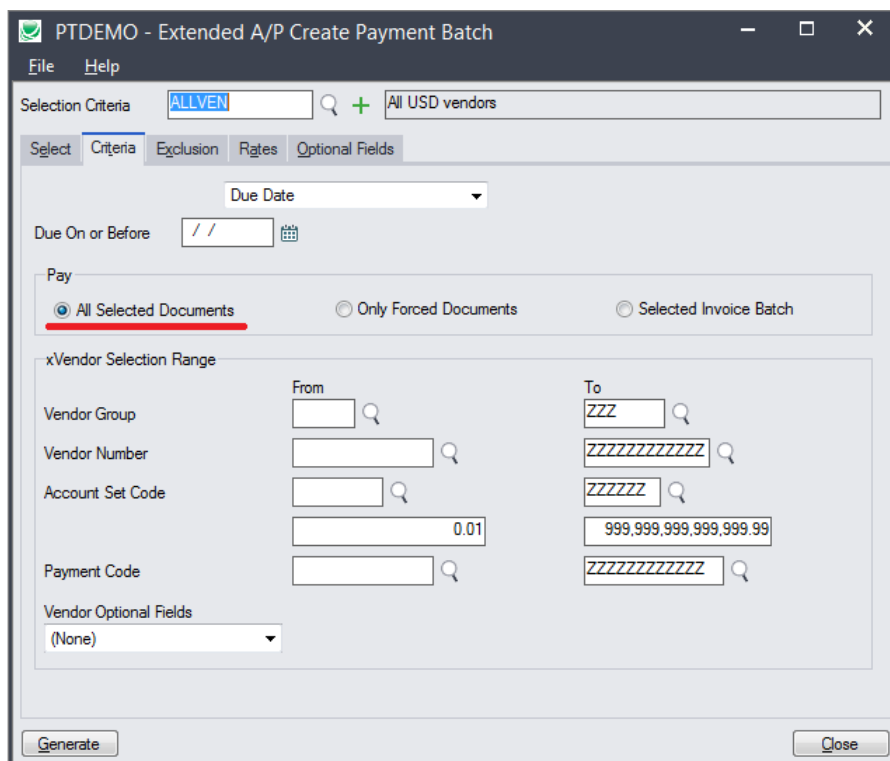
This means that if there are any other invoices marked with a "force payment" status, the Sage business logic that generates the payment batches will also include those invoices.

## Running Extended A/P Create Payment Batch

The Extended A/P Create Payment Batch icon appears under **TaiRox Productivity Tools > Accounts Payable Tools** on the Sage 300 desktop and can be copied to other menu locations.



The Extended program looks just like the core Sage 300 module, but with an additional criteria choice, as shown in the following pictures.



PTDEMO - Extended A/P Create Payment Batch

File Help

Selection Criteria: ALLVEN + All USD vendors

Select Criteria Exclusion Rules Optional Fields

Due Date: [Dropdown]

Due On or Before: [Date Field]

Pay:

- ☐ All Selected Documents
- ☐ Only Forced Documents
- ☒ Selected Invoice Batch

Selected Invoice Batch:

Batch: [Search Bar]

Generate Close

- Select the Invoice batch for which you want to generate payments, and click the Generate button. Remember that Extended A/P Create Payment Batch uses Sage 300's Force Payments to create payments for a specific invoice batch, so all invoices marked with a "force payment" status will be included in the payment batch.