

Sales

When you want to add new sale. You can do it from **Sales → Sales** menu. You can filter sales by party, invoice number, dates. Also, you can get paid and unpaid sales status automatically when you add some payments to sales. Following action can be performed on sales:

- Get sales by **payment status** so that you can easily identify your business growth.
- Add **sales returns** when a party want to return some items
- Add payments to your sales invoice
- Download sales invoice

During **Sale** creation when you search for the product with **Name** or **Barcode** price variants will be displayed as shown below:

[image.png](#)

[image.png](#)

Sales Returns

When a sale return by party then you can add it from **Sales → Sales Returns** menu. After return you can add payment or credit notes. Sales returns status will be automatically generated after adding payments.

During **Sale Return** creation when you search for the product with **Name** or **Barcode** price variants will be displayed as shown below:

[image.png](#)

[image.png](#)

Payment In

You can add payment for a party from **Sales → Payment In** menu. When you add add payment it will automatically detected due invoices for selected party.

[image.png](#)

When you select the user, it will display all the user related pending invoices list as shown in below screenshot.

[image.png](#)

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