

## Receivables Breakdown.

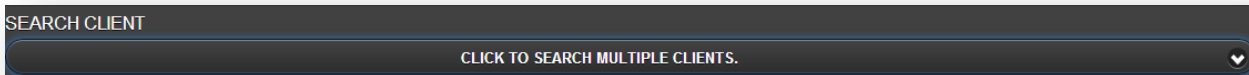
This page is view/alter the receivable breakdown details of the client.



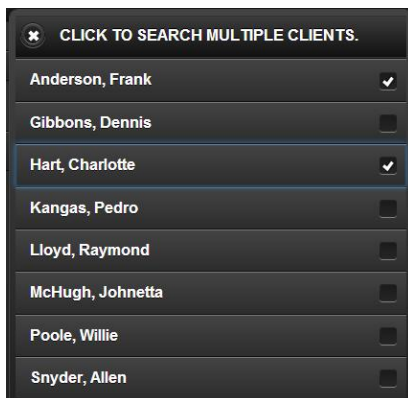
The screenshot shows the 'RECEIVABLES BREAKDOWN' page. At the top, there are 'Back' and 'Home' navigation buttons. Below is a 'SEARCH CLIENT' section with a dropdown menu containing the text 'CLICK TO SEARCH MULTIPLE CLIENTS.' and a 'SHOW INACTIVE CLIENTS' button. The main content is a table listing clients with their names, balances, and status buttons.

Client Name	Balance	Active	Inactive
Gibbons Dennis	Balance:\$ -15	Active	Inactive
Hart Charlotte	Balance:\$ 2000	Active	Inactive
Kangas Pedro	Balance:\$ 0	Active	Inactive
Lloyd Raymond	Balance:\$ 2000	Active	Inactive
McHugh Johnetta	Balance:\$ 1000	Active	Inactive
Poole Willie	Balance:\$ 1500	Active	Inactive
Snyder Allen	Balance:\$ 0	Active	Inactive

The clients can also be filtered out by selecting the Search client option.



On clicking it will show a popup in which one or multiple clients can be filtered out.



To make the changes, click on the client name which will expand and show all his/her details.

All the class enrolled by the Client will be listed out here. Click on the class to which Receivable details to view/edited.

The below screen show the Invoice details which is having the Fee details, Due Dates, Charged \$ and the comments. It can be directly edited if any changes are required. Also new fees can be added by clicking on the Add button on the right side. After making the changes click on save button.

Invoice #	Date	Charged \$	Paid \$	Adjusted \$	Balance \$
7	05/30/2014	\$5,260.00	\$5260	\$0	\$0

Fee	Due Date	Charged \$	Comments
Performance Fee	05/30/2014	100	Client registerd by employee
Registration Fee	05/30/2014	50	Client registerd by employee
Tution Fee	05/30/2014	5000	Client registerd by employee
Uniform	05/30/2014	110	Client registerd by employee

### Mandatory

- Fee Head.
- Due Date.
- Charge \$

### Pre-load Fields.

- Due Date – Defaults to today's date.

**Optional Fields.**

- Comments.