How to add additional charges to the total pending amount payable to supplier?

There are some instances where there are some additional charges levied by the suppliers when we purchase goods for our store. We may want to include these charges to the total amount payable to the supplier.

This tutorial will guide us on how to add these additional charges to the total pending amount payable to the supplier.

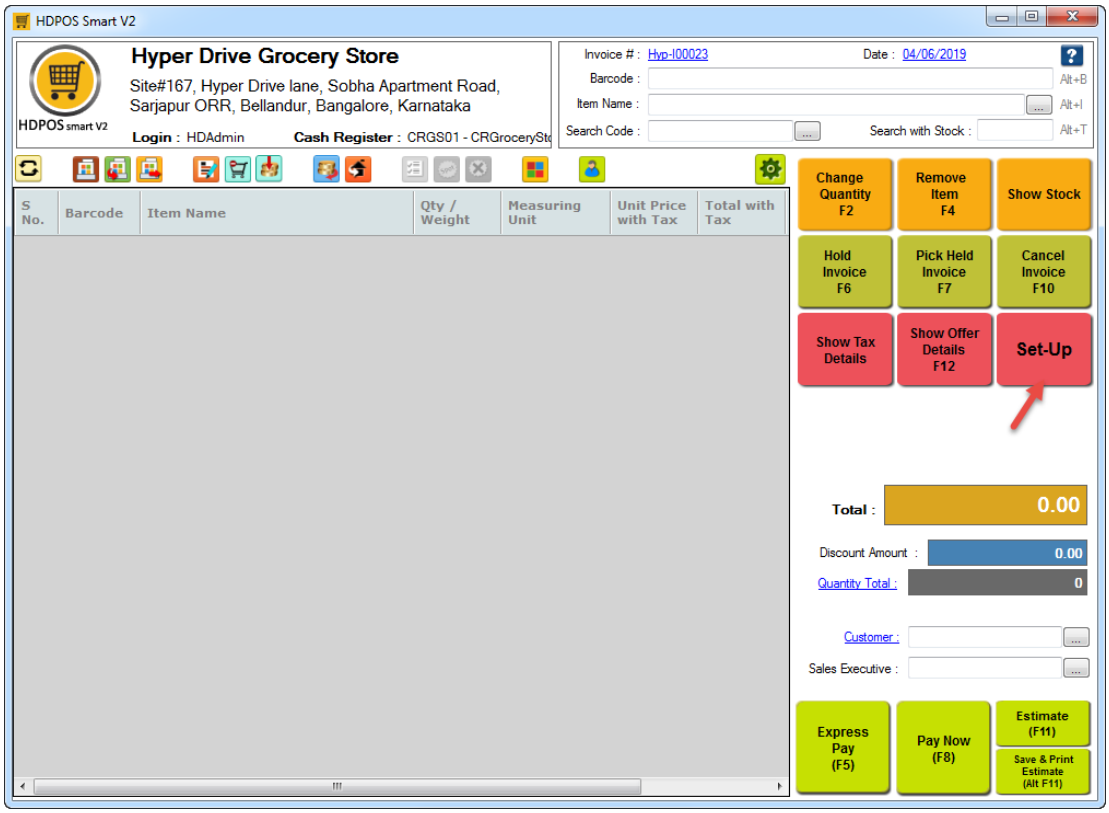
Here is what you need to do:

Step 1: Enable Allow to Pay Additional Charges in GRN to Supplier in General Settings.

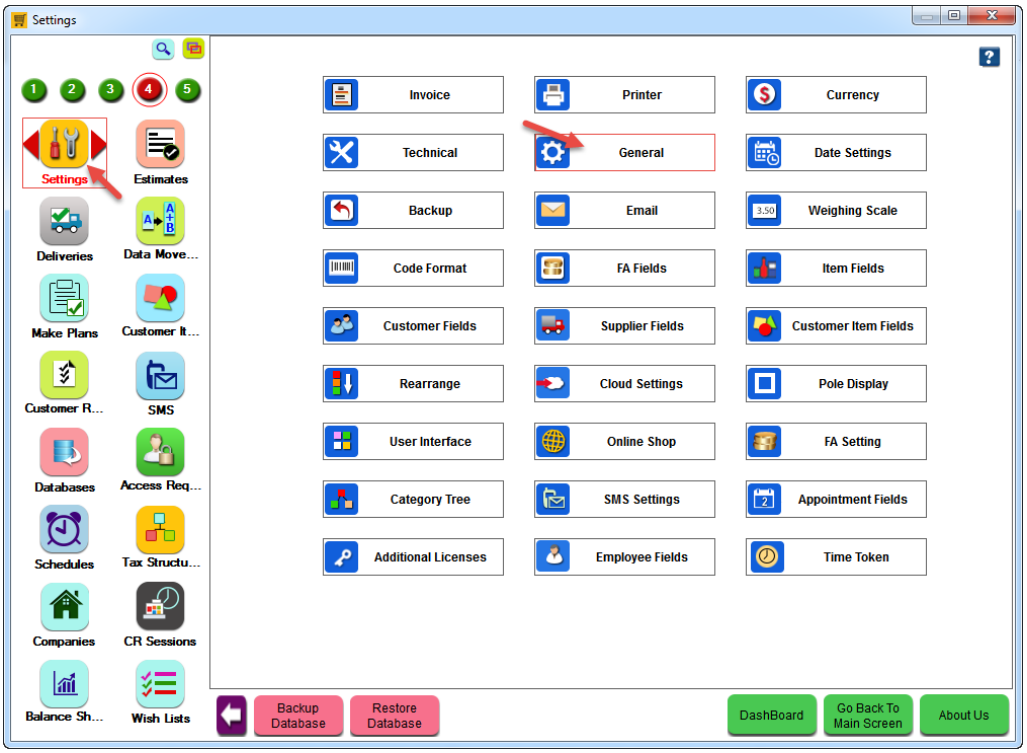
Step 2: Create GRN and apply the Additional Charge.

Enable Allow to Pay Additional Charges in GRN to Supplier in General Settings.

1. Run **HDPOS smart**. From main screen, click on **Set-Up**.

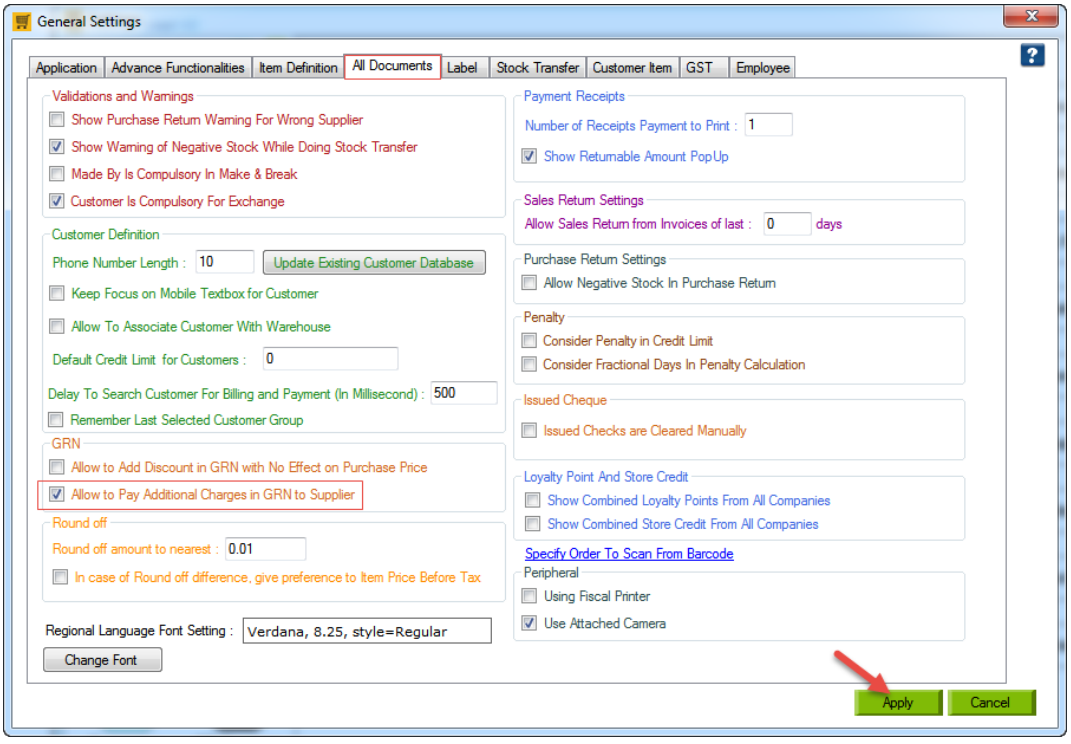


2. Go to Settings and select **General Settings**.



3. From General Setting screen, click on **All Documents** tab. Under GRN section,

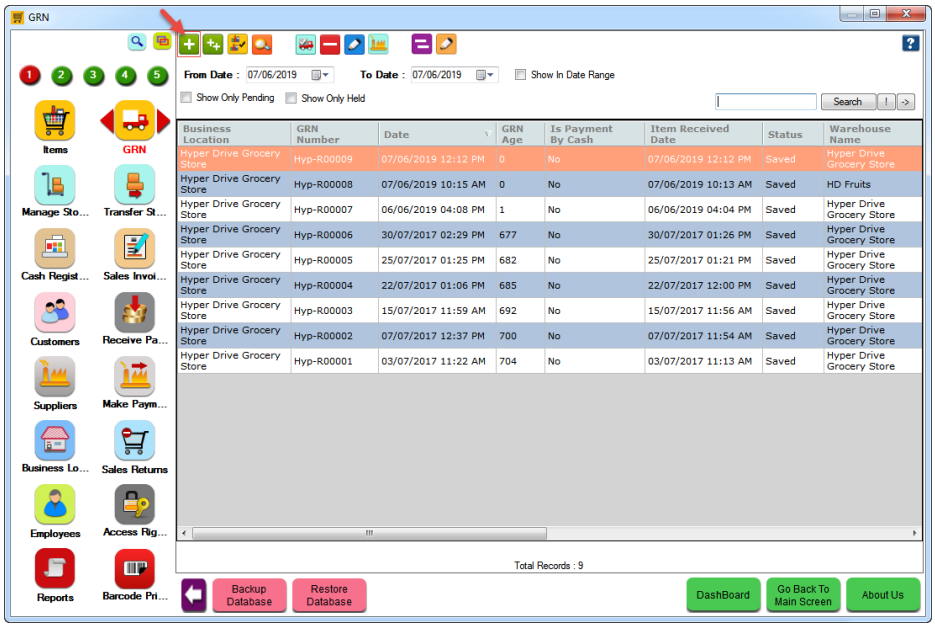
1. Check this checkbox "**Allow to Pay Additional Charges in GRN to Supplier**". Click on **Apply** button.



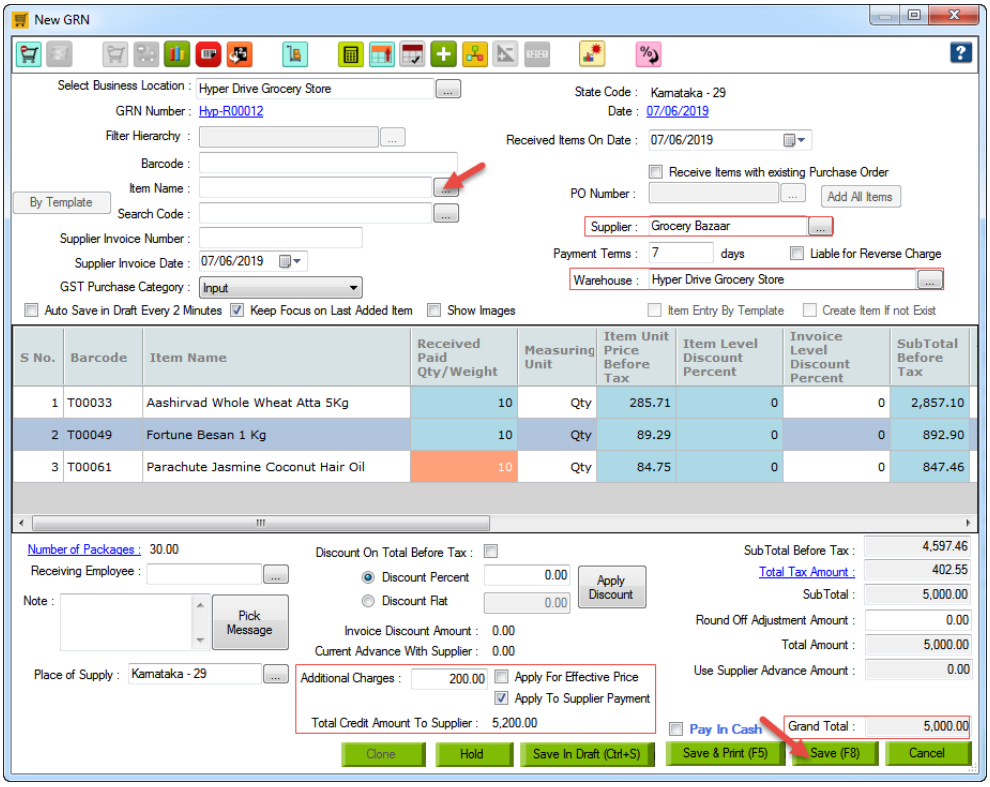
- This will add an additional checkbox **Apply to Supplier Payment in GRN**.

Create GRN and apply the Additional Charge

1. Go to **GRN** module. Click on **Add Simple GRN** option in the tool strip.



2. In **Add Simple GRN** screen:
    a. Select **Items**, **Supplier** and **Warehouse** as required.
    b. Enter **Additional Charges** as required.
    c. Select **Apply to Supplier Payment** checkbox.
    d. This will add the Additional charges to the Grand Total Amount and displayed as **Total Credit Amount to Supplier**.



3. Click on **Save** button.
4. Go to **FA Transaction** module, you will notice:

a. Purchase A/c gets a Debit with the **Grand Total Amount**.

b. Supplier A/c gets a credit with the **Grand Total Amount** and with **Additional Charges**.

c. A new account **Purchase Freight A/c** got created and Debited with **Additional Charges.**

