How to clear supplier pending payments through our bank account or any other account?

Some times when we are clearing our pending supplier payments we may want to clear them though our personal bank account or through any other account in which we have some money.

In order to do this

STEP 1: Create a bank account in HDPOS or create a financial account.

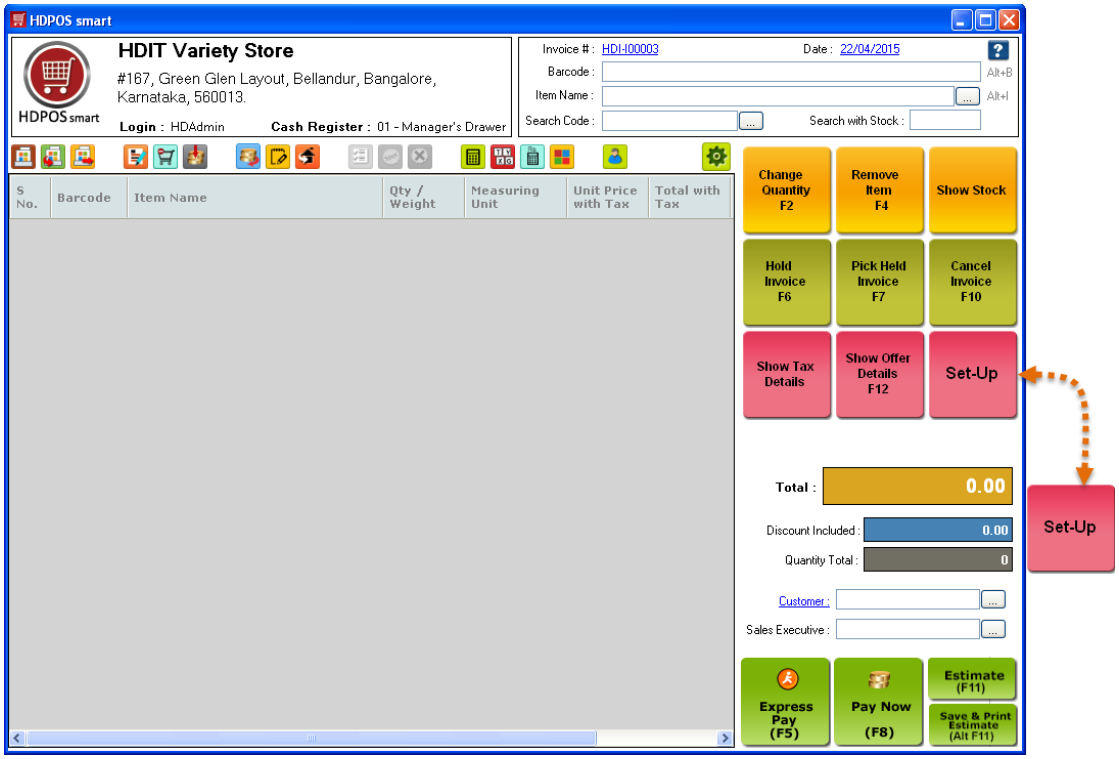
Refer to our tutorial 'How to Create My own Financial Account?'

Refer to our tutorial 'How to create a Bank Account?'

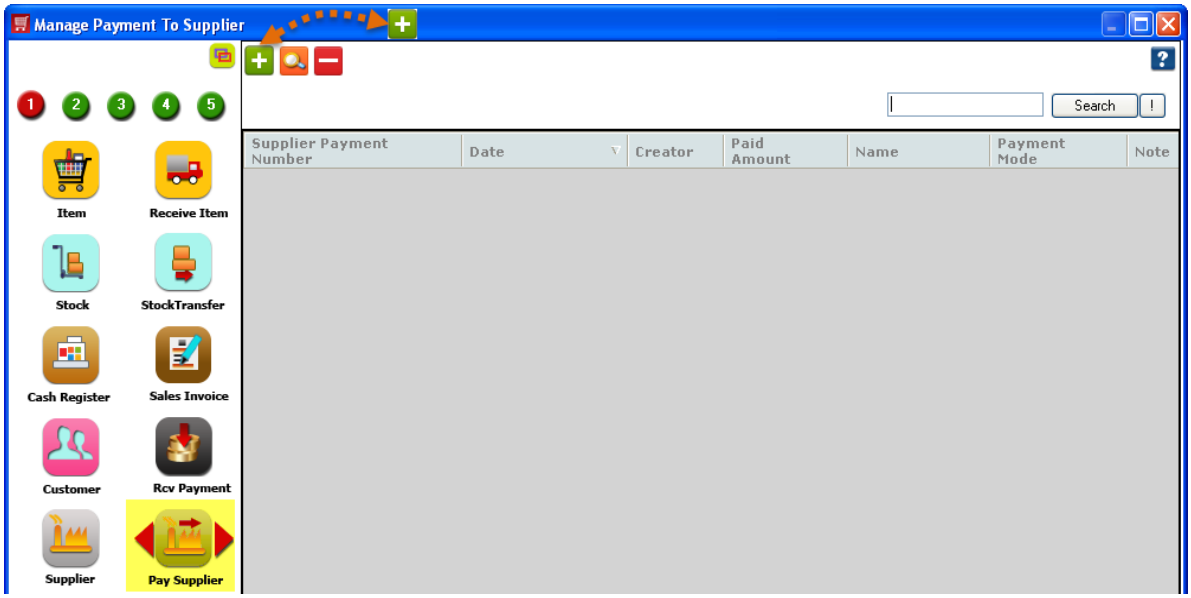
STEP 2: Pay Supplier through **Financial Account** Mode of payment.

Follow the steps mentioned below

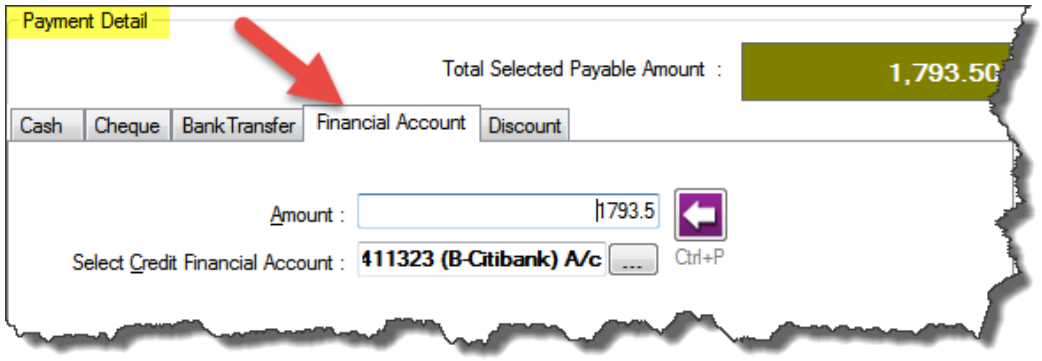
1. Run **HDPOS smart**. Click on the **Set-Up** button on main screen.



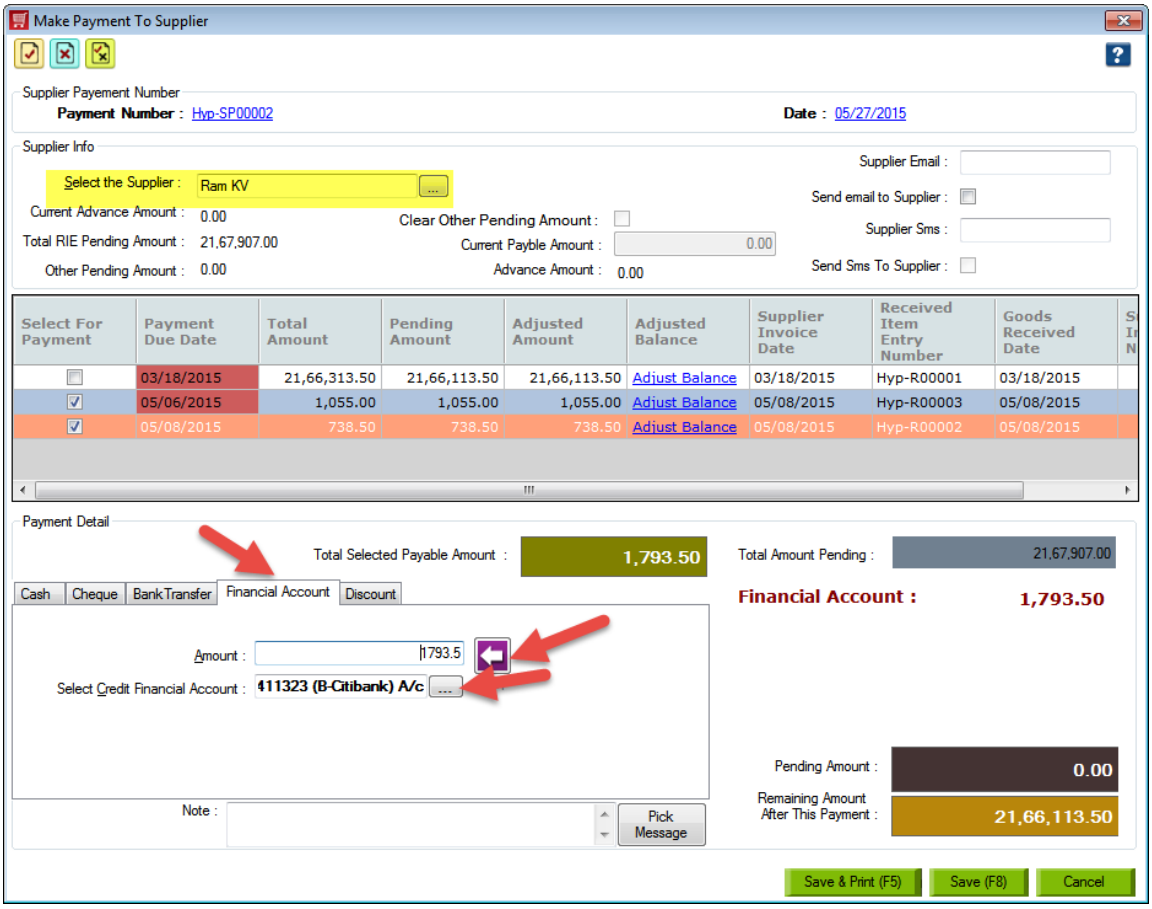
2. Select **Pay Supplier** from the 1st page of Set-Up.
3. From **Manage Payment to Supplier** screen tool strip, click on **Add** button



4. You will see the **Make Payment to Supplier** screen.
    a. Select the **supplier** whose payment you want to clear.
    b. You will see all pending RIE details in the grid below.
    c. Select the invoices which you want to clear.
    d. In the **Payment Detail** section click on **Financial Account Tab**.



    e. Enter the amount
    f. Select account name in **Credit Financial Account** (this will show you all the Financial accounts created except petty cash).



Note: The Selected financial account will get a Credit and the Supplier account will get a debit

g. Click on **Save**.