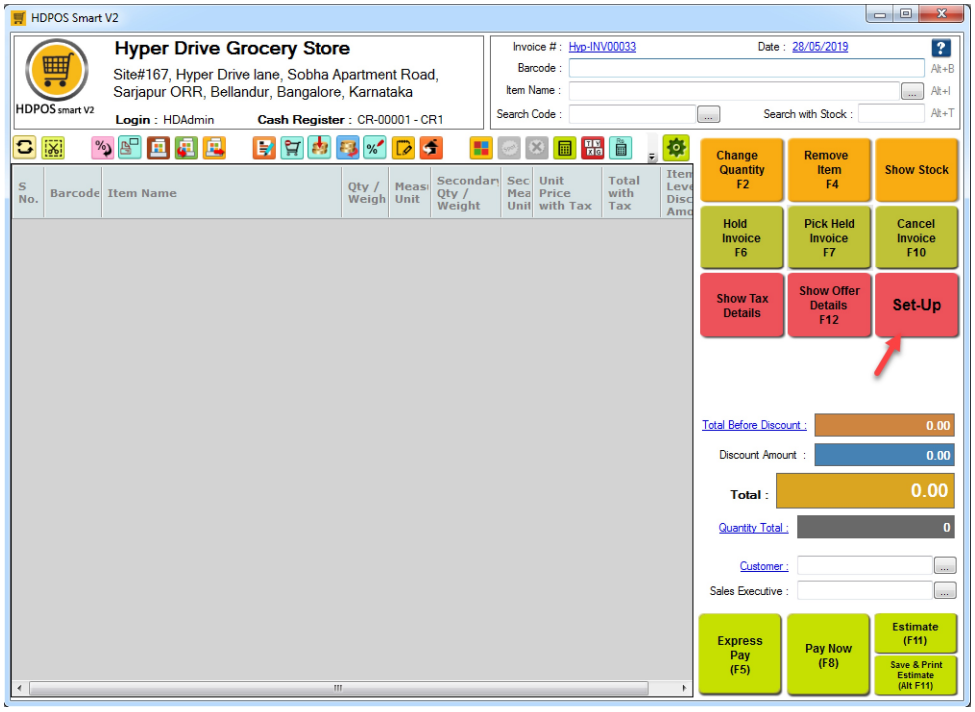
How to use Credit notes to make payment to supplier in HDPOS smart?

To use credit notes to make payment to supplier, follow the below steps:

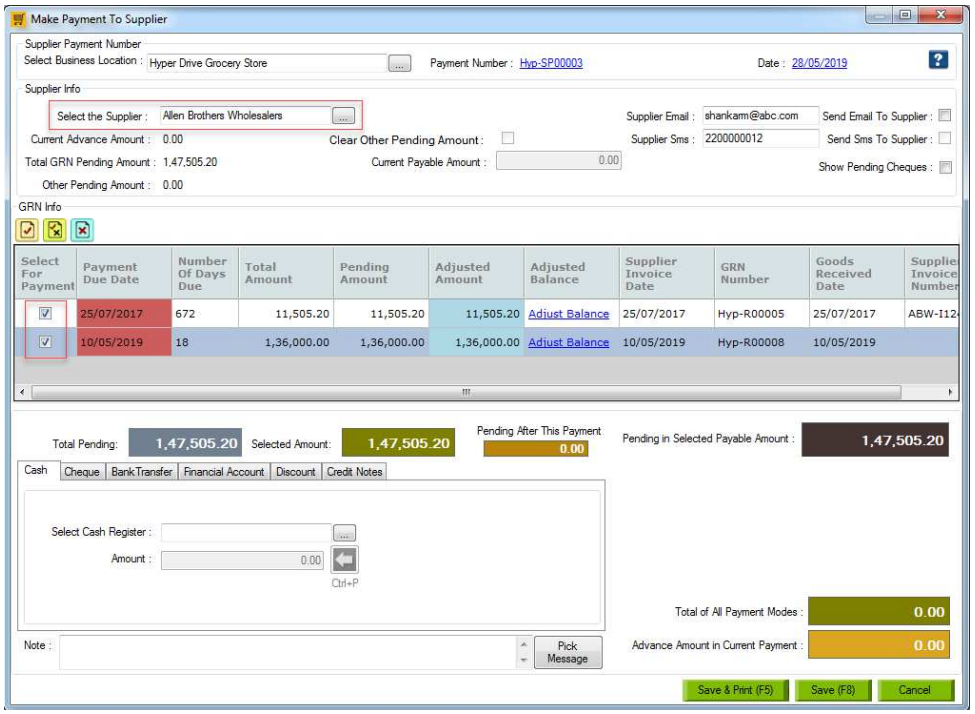
1. Run **HDPOS smart**. Click on **Set-up** button from the main screen.



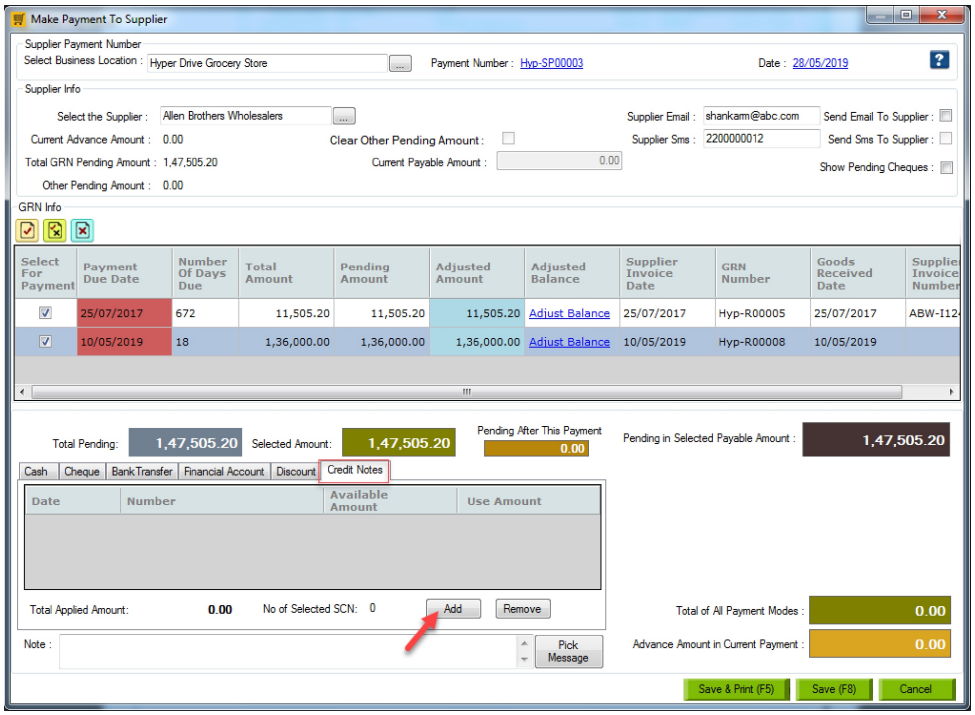
2. Go to 1st Page, click on **Make Payments** icon. From **Manage Payment Supplier** screen, click on **Add Make Payment** button.



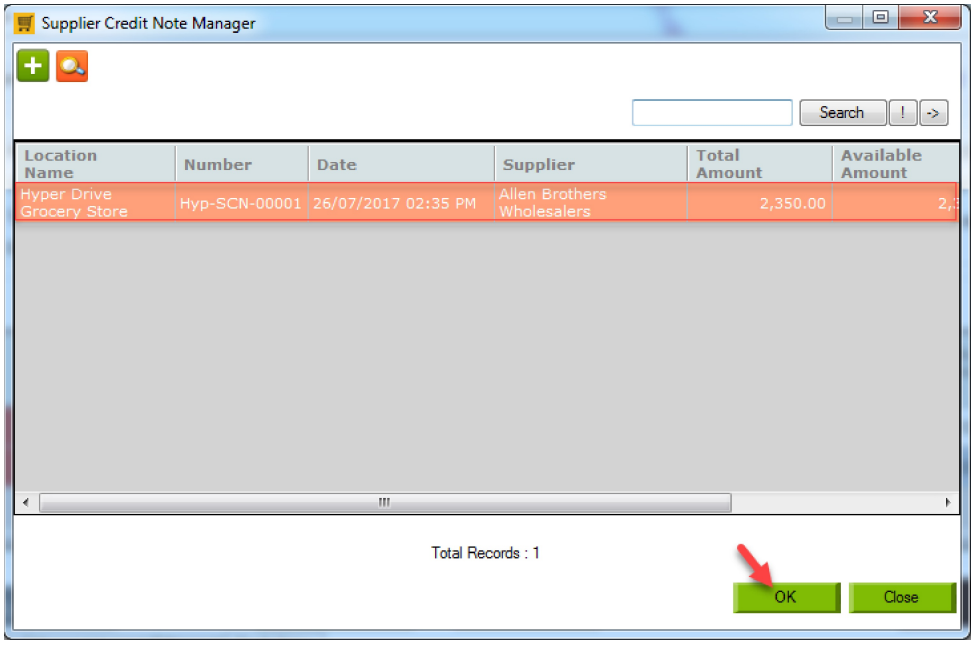
3. Select **Supplier** from **Make Payment to Supplier** window. Then check the checkbox to select GRN for Payment.



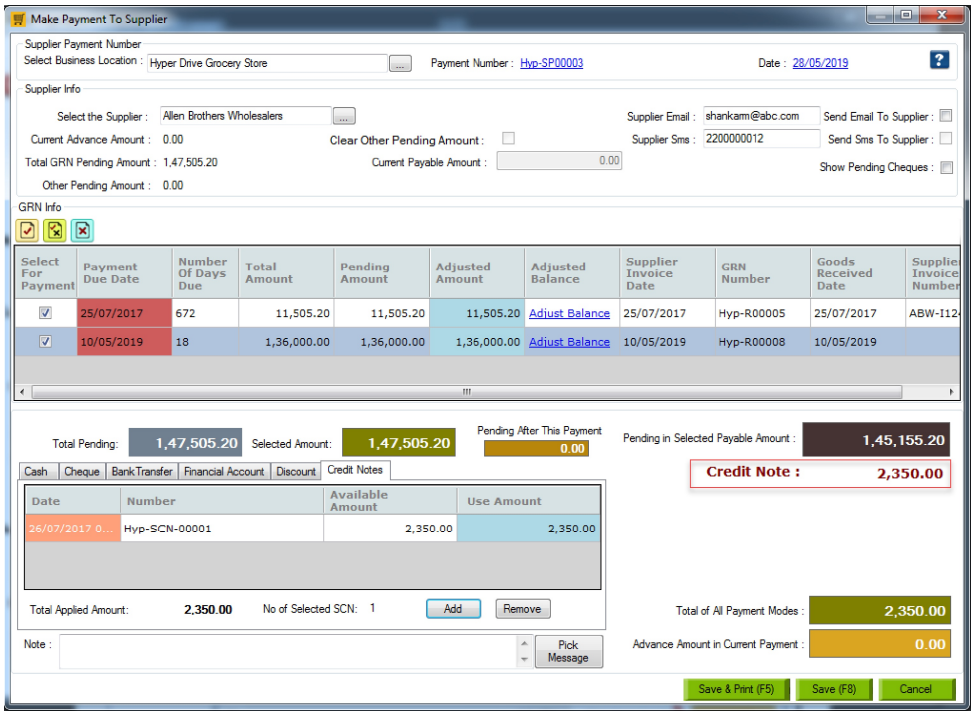
4. Select the **Credit Notes** as payment mode and click on **Add**.



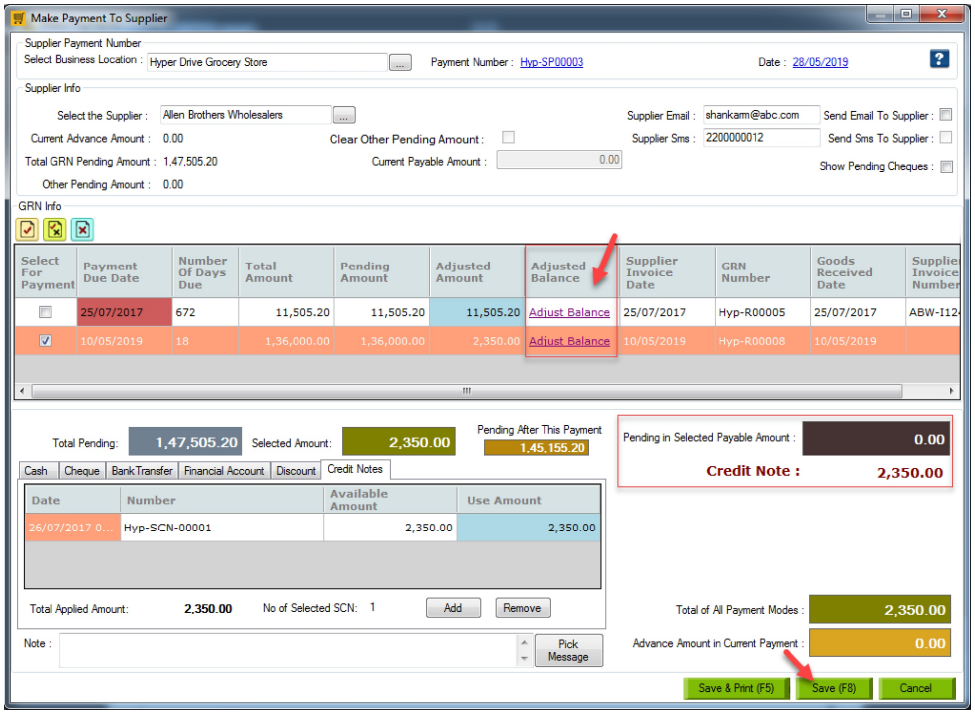
5. From **Supplier Credit Note Manager** Window select the credit note you want to apply for payment and click **OK**.



6. The Credit Note amount is used as shown below.



7. Adjust the pending amount if not paid yet and click on **Save**.



Note: When you use credit notes to make payment then in FA transactions **Supplier SCN** account gets credited and **Supplier Account** gets debited.