

# Deferred Income

Last Modified on 01/18/2023 5:24 pm EST

The Deferred Income Report generates a listing of Deferred Income that is posted or un-posted. Posted Entries is the default for this report; all invoices and credit memos which have been earned through the Deferred Income Recognition process will be listed.

This report has a branch option; if multiple branches are selected, a new report will print for each unique branch.

Once the desired options have been selected on the report options form, click the OK button to display the report in Print Preview mode.

## Report Selections

**Date Selection** - This option will default to the Current Accounting period. If a different Accounting Period is desired, make a selection in the *From* and *To* fields.

**Branch** - The report default is to print data for all active Branches. If it is desired to print the data associated with one or multiple Branches, you may select the checkbox to the left of each branch desired.

- *Hide Inactive Branches* - By default this option is selected; If data is to be listed for inactive Branches, de-select this option.

- *Show Each Branch* - If this option is selected, a new page will begin with each unique Branch. Totals are printed after all data is printed for a Branch. The last page of the report will print Totals by Branch and a Grand Total for all Branches.

## Options

- *Non-Posted Entries* - Selecting this option will print all invoices and credits memos for which the Deferred Income has not yet been recognized.

- *Ignore date selection* - This option is only available when selecting the previous option, Non-Posted Entries. If this option is selected All Non-Posted (un-earned) Income will print on the report; the Date Selection at the top of the form will be ignored.

- *Report by Item* - Selecting this option will print the Invoice Item for each invoice or credit memo. Invoice Items will only print if your company has selected to post deferred income by item type. This option is set in SedonaSetup/AR Setup Processing/Group Deferred Revenue By.

**Sort By** - The default for sorting is by Invoice Number. you may select from one of the other three options: Invoice Date, Customer Number or Customer Name.

Deferred Income Recognition X

Date Selection

From: 10 10/1/2017 - 10/31/2017 To: 10 10/1/2017 - 10/31/2017

Branches

- A1
- MI
- National
- OH

Hide Inactive Branches

Select All    Invert

Show Each Branch

Options

- Non-Posted Entries
- ignore date selection
- Report by Item

Sort By

Customer Number

Ok    Cancel