

The SDM Purchase Ledger module operates within the suite of SDM's fully integrated Housing Software.

The SDM Purchase Ledger Module holds a comprehensive Supplier/Contractor database which is automatically available in the Repairs and Maintenance module.

## Key Information

### Supplier Master File

- Alpha Numeric Supplier Reference
- Supplier Contact and Payment Details
- Credit Terms
- CIS Tax Details
- Insurance Details
- Supplier Diary
- Registered Suppliers
- Ability to Suspend Suppliers

### Transaction File

- Invoice & Purchase Orders Register
- Invoice Approval Facility
- Automatic Payment Date
- Credit Notes
- Various Payment Methods
- VAT Calculation
- Supplier Reference Details
- Invoice Import
- Invoice Diary

### Reports

- Daily Audit Trails
- Supplier Accounts
- Aged Creditors
- Payments Pre-list
- Payments Report
- Vat Analysis/Return
- CIS Reports
- Diary Reports
- Purchase Orders Report
- Prompt Payments Report
- Supplier Master Report



## Main Features

- Day Book Facility with Authorisations
- Automatic Cheque Payments
- Bank Payments Facility
- CIS Tax System
- Diary System
- Track Invoices by Department
- Cancelled Payments Facility
- Facility to Lock Financial Periods
- Customisable Remittances for Printing or Emailing
- Scanning of Invoices which Automatically Attach to the Diary
- Purchase Ordering Facility
- Invoice Drilldown to Job Order or Maintenance Contract
- Document Management System holds all Communications with Supplier
- Automated Invoice Approvals
- Importing Invoices
- Customisable exports to Excel

## Integration

The Purchase Ledger integrates with:

- SDM Nominal Ledger Module
- SDM Factoring/Service Charges Module
- SDM Fixed Asset Register Module
- SDM Document Manager Module
- SDM Repairs & Maintenance Module