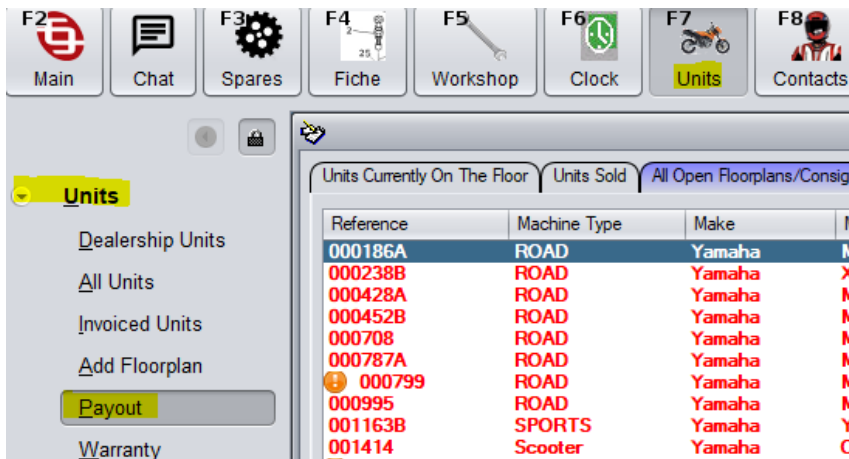


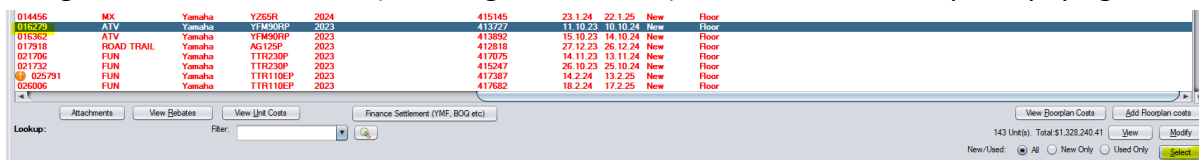
# TRUST RECEIPT PAYOUT

This covers paying out a trust receipt for the full value. (i.e. Not a finance settlement via YMF/BOQ etc.)

Units->Units->Payout



Using the reference number (last 6 digits of the VIN) find the unit that requires paying out and click Select.



Enter a Payout Ref/Receipt No for record keeping (c9 recommends using the unit reference number), enter the Payment Date (date payment came out of the bank account), select Payout button to mark the unit as Paid Out. If you would like to track Trust Receipt payout against a supplier contact, for example if payments are made out of your bank account in bulk for multiple units, then you can select a supplier. c9 also recommends using the unit reference number in the Reference field here too. Due date is not really relevant here as we are going to mark these as paid in the supplier account when we pick them up in bank rec. When you have added the supplier information, make sure you click Payout to mark the unit as paid out.

