



Vigilant for Basics Features

ACCOUNTS PAYABLE

Features of Vigilant for Basics Accounts Payable:

- Open item accounting by vendor
- On-screen ledger details account history of all transactions
- Partial and on-account payments fully supported
- Pay one vendor's invoice or a group of vendors' invoices for disbursement purposes
- Sets up vendor payables and tracks purchase history
- Write checks for one time vendors
- Automatic processing of discounts taken
- Tracks monthly and year-to-date purchases by vendor
- Vendors have multi-currency capabilities
- User definable aging periods
- Mailing labels for vendors
- Customized layouts for checks
- Processes post-dated checks