Configuring Payment Terms

7 Steps View most recent version

Created by	Creation Date	Last Updated
Engagifii Inc.	October 6, 2023	October 6, 2023

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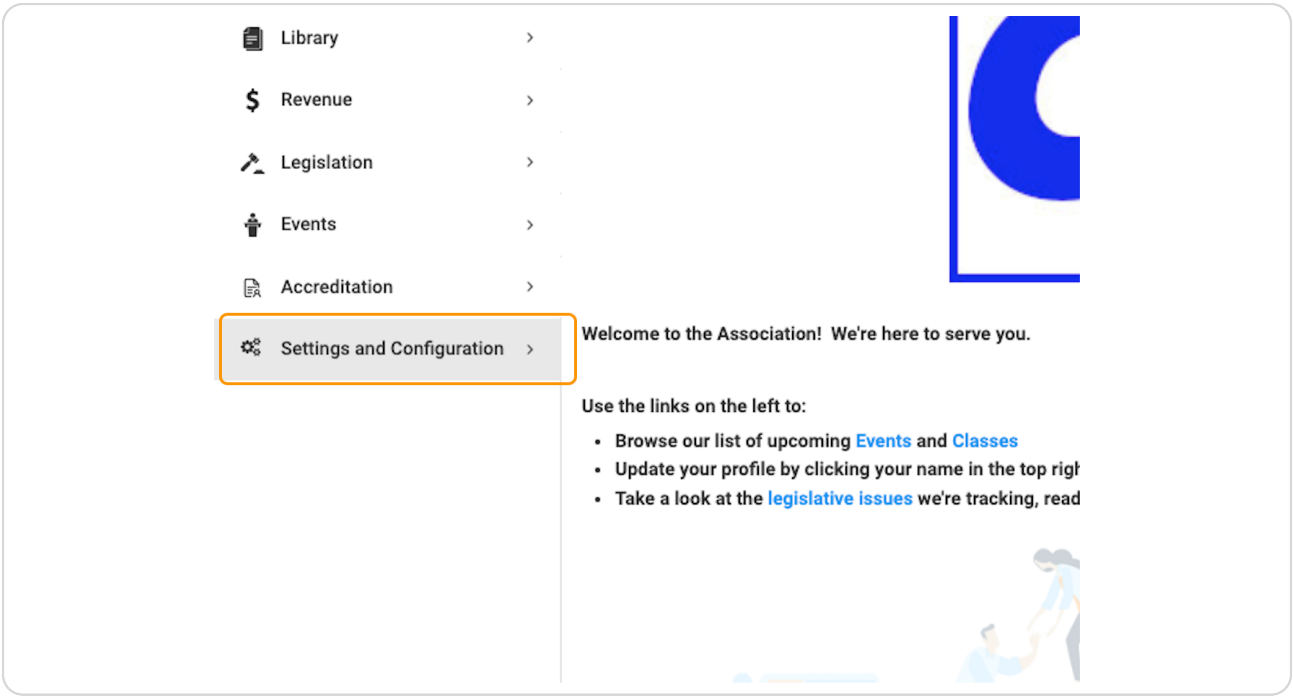
7 Steps

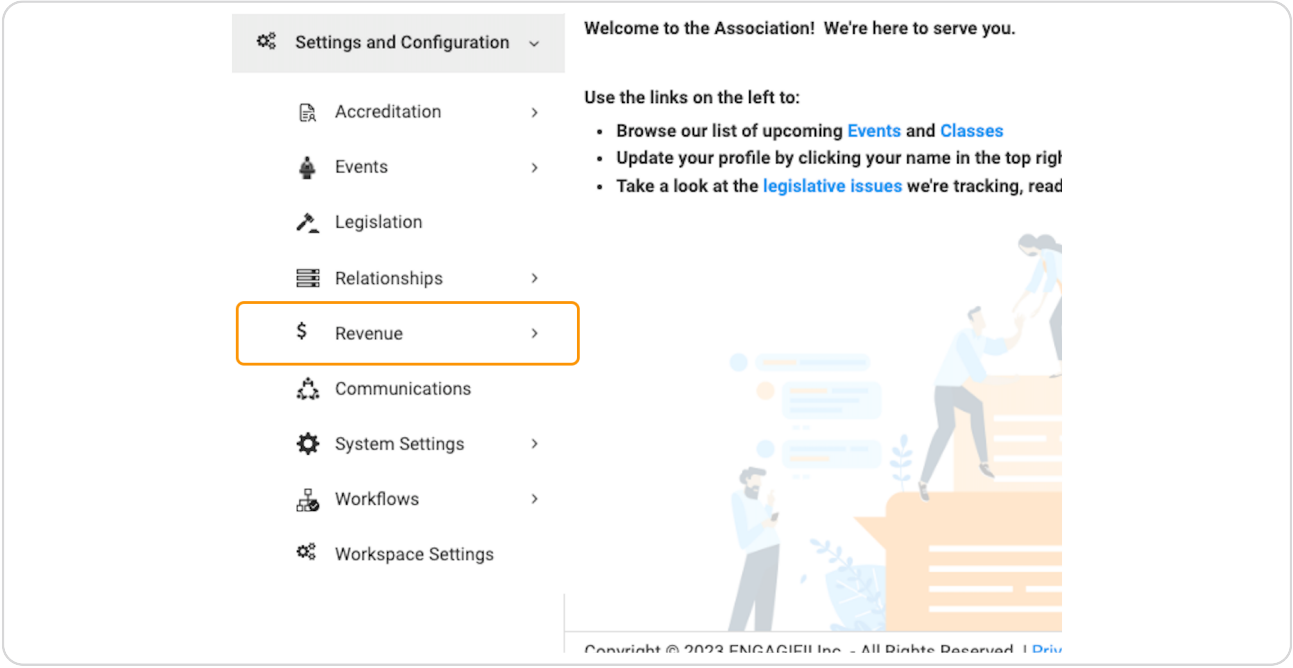
STEP 1

Click on Settings and Configuration



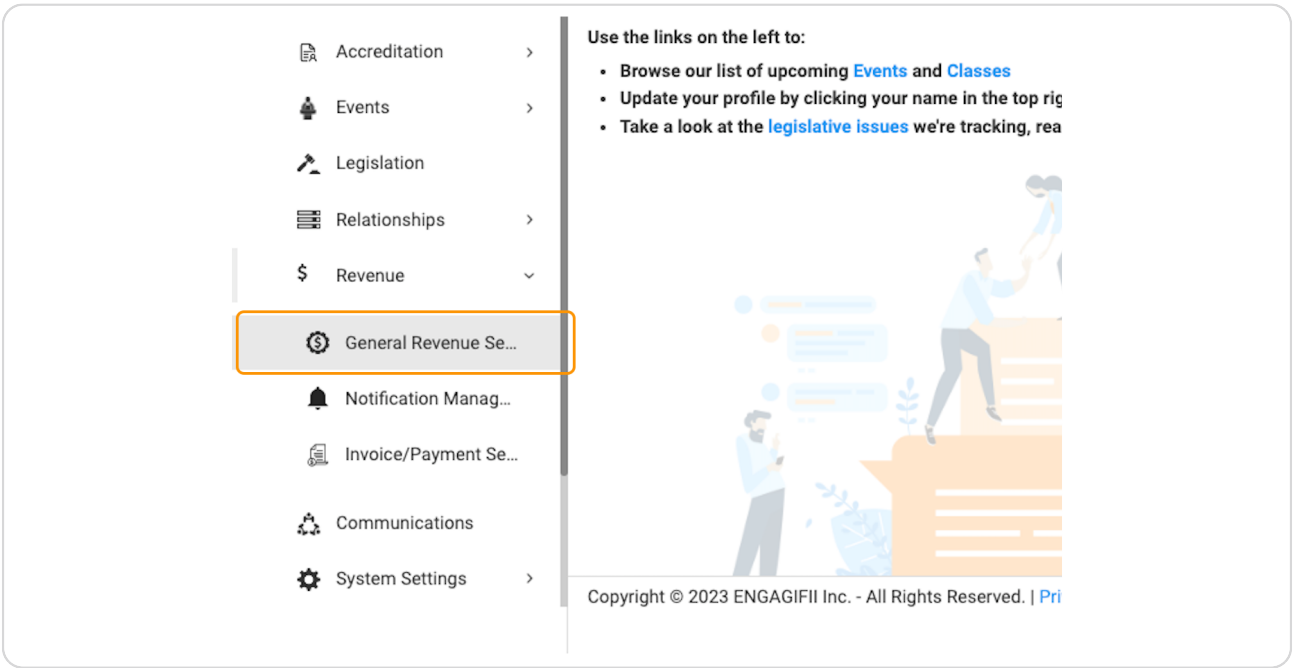
STEP 2

Click on Revenue



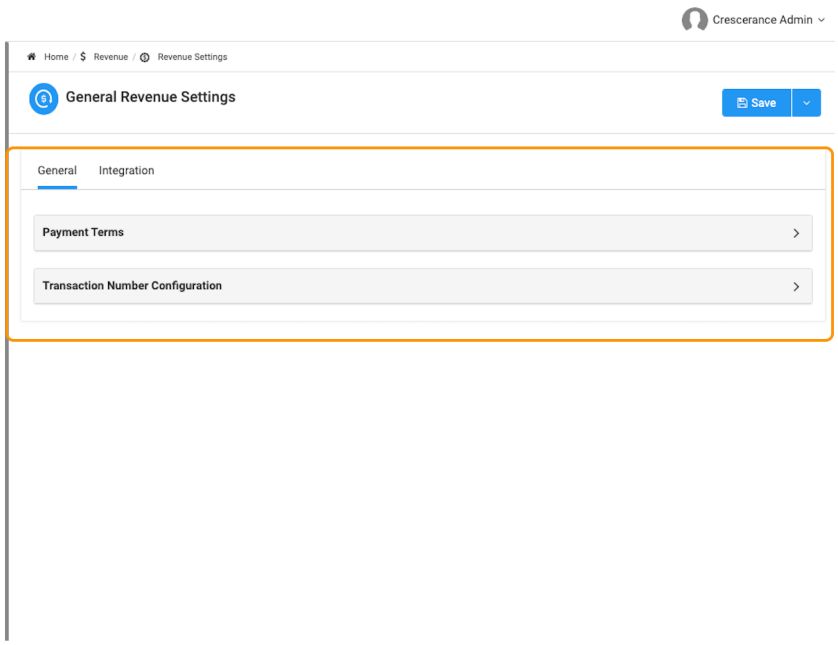
STEP 3

Click on General Revenue Settings



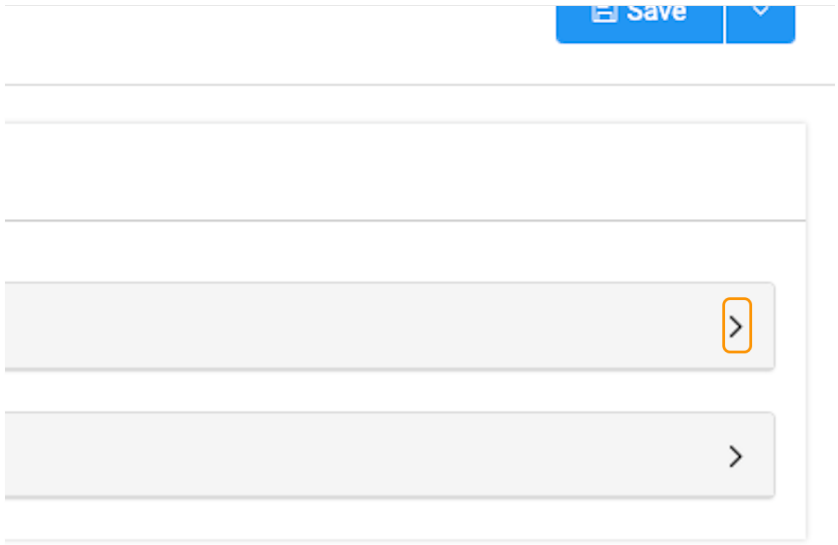
STEP 4

Click on General...



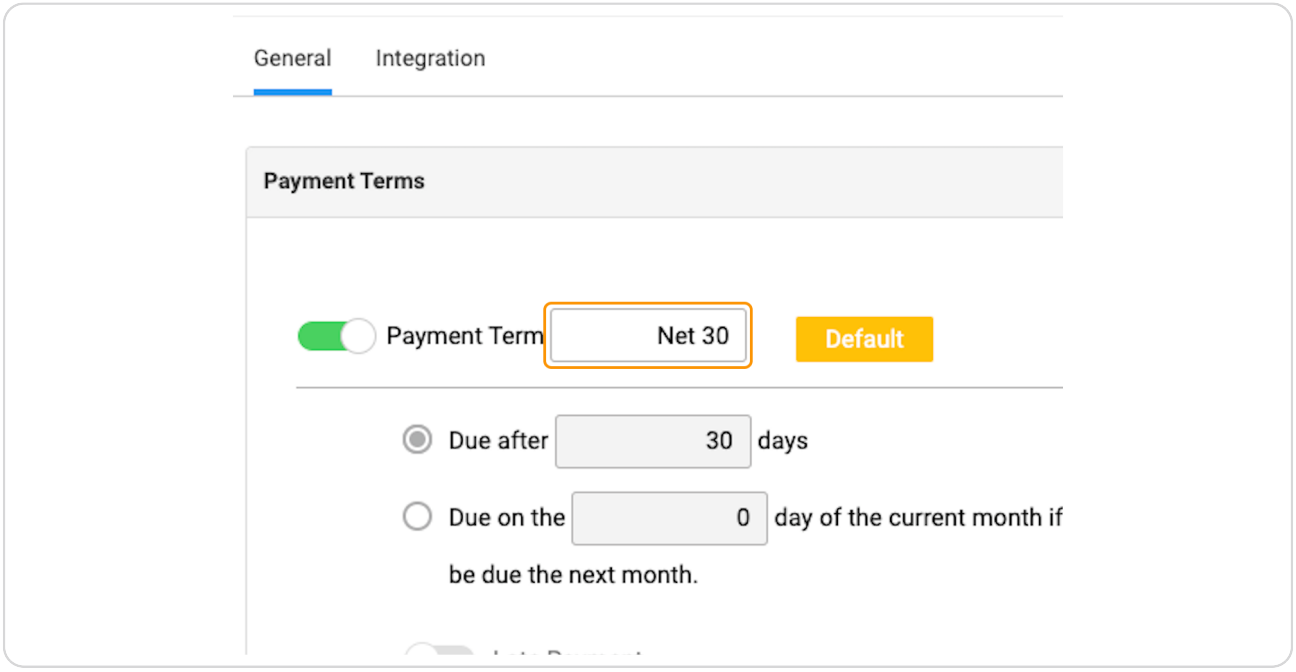
STEP 5

Click on the Payment Terms box



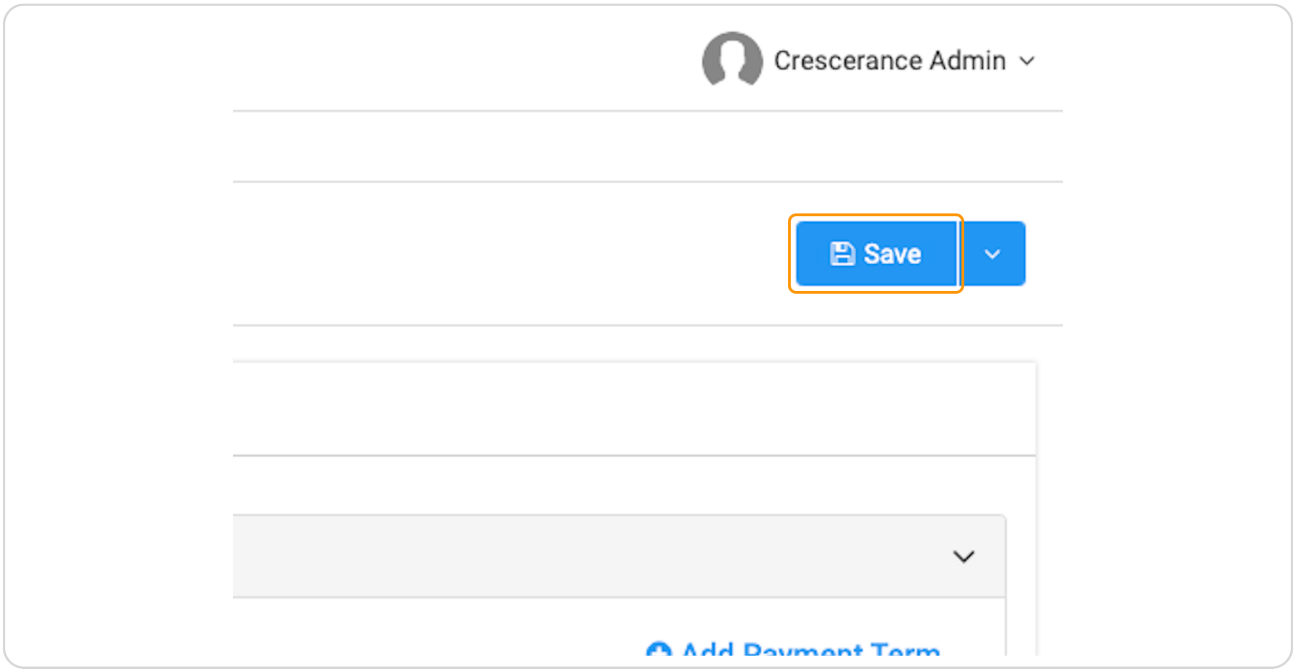
STEP 6

Set your Payment Term in the highlighted field



STEP 7

Click on Save



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