

Invoice Match Design Document
April 19, 2012

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CLIENT ACCEPTANCE OF DESIGN DECISIONS

Indicate acceptance and approval of design decisions by signing below.

Project Management

Director: _____

Dated _____

Title:

Name:

Procurement

Director: _____

Dated _____

Title:

Name:

Accounting

Controller: _____

Dated _____

Title:

Name:

Information Systems

Director: _____

Dated _____

Title:

Name:

Match Class (MA00.3)

Match Class Items with Element ITEMS is the only needed Match Class

WELCOME Lawson [logout] ma00.3

Match Class (MA00.3)

Match Class: Status: Active Total Size: 32

Hierarchy	Element	Size
1	ITEM	32
2		
3		
4		
5		
6		
7		
8		
9		
10		

Done Internet 100%

Field	Description/Usage	Configuration
Match Class	Name of Match Class	
Element	List of Elements comprising match class	ITEM

Match Table (MA00.1)

Table Type B – Both Company and Vendor Use Additional Tables may be setup for Vendors or assigned to a Vendor Class

Field	Description/Usage	Configuration
Match Table	Name of Table	
Description	Title of Table	
Table Type	Select (C)ompany, (V)endor or (B)oth	
Detail Chargeback Type	Select Type of Chargeback N – Net Default O= Overbill Only	
Rule Group 1	Online Match Rule Group	
Rule Group 2	Batch Rule Group – Routine Use	
Rule Group 3	Batch Rule Group – Special Purpose	

Match Rule Group (MA00.4) Company

On-line Match Rule Group

Opt (Option) determines whether Match Tolerance will be based on Unit or Extended Cost. PO Cost, Recon, and Quantity Service are based on Unit Cost. Amount Service Messages are based on Extended Cost.

LAWSON Match Rule Groups (MA00.4) Welcome Lawson [logout] ma00.1

← Back Detach + Add Change - Delete Previous ? Inquire Next | Inquire ▾ Related Forms ▾

Rule Group

Level	Type	Order	Option	Tolerance
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Done Internet 100%

Field	Description/Usage	Configuration
Rule Group	On-line Rule Group	ONLINE
Level Line 1	Select Match Level – IM = Invoice Match or DM = Detail Match	DM
Type	Invoice to Receipt Relationship 1 – 1 = 1 invoice to 1 receipt 1 – A = 1 invoice to all receipts A – 1 = All invoices to 1 receipt A – A = All invoices to All receipts (only for IM)	A-1
Option	Unit or Extended Cost Option 1 = Extended 2 = Unit 3 = Extended / Quantity	
Level Line 2	Select Match Level – IM = Invoice Match or DM = Detail Match	DM

Field	Description/Usage	Configuration
Type	Invoice to Receipt Relationship 1 – 1 = 1 invoice to 1 receipt 1 – A = 1 invoice to all receipts A – 1 = All invoices to 1 receipt A – A = All invoices to All receipts (only for IM)	1-1
Option	Unit or Extended Cost Option 1 = Extended 2 = Unit 3 = Extended / Quantity	
Level Line 3	Select Match Level – IM = Invoice Match or DM = Detail Match	DM
Type	Invoice to Receipt Relationship 1 – 1 = 1 invoice to 1 receipt 1 – A = 1 invoice to all receipts A – 1 = All invoices to 1 receipt A – A = All invoices to All receipts (only for IM)	1-A
Option	Unit or Extended Cost Option 1 = Extended 2 = Unit 3 = Extended / Quantity	
Level Line 4		
Level Line 5		
Level Line 6		

Match Tolerances (MA00.9)

Match Tolerance

Match Tolerances are based on extended cost as defined on the Match Rule.

Match tolerance must be defined for each rule in a rule group. Message tolerances are only required on the rule group referenced for messaging on the Match Company.

Tolerances will be the same for all rule groups.

Field	Description/Usage	Configuration
Match Tolerances		
Cost Tolerances		
Over Cost	Enter Amount and/or percent	
Chargeback	Enter Chargeback Option N for general use. Y for select vendors or vendor class	
Under Cost	Enter Amount and/or percent	
Quantity Tolerances		

Field	Description/Usage	Configuration
Over Quantity	Enter Quantity and/or percent	
Under Quantity	Enter Quantity and/or percent	

PO Cost Message Tolerance (MA00.9)

PO Cost Message Tolerances are based on unit cost.

LAWSON Tolerances (MA00.9) Welcome Lawson [logout] ma00.1

OK Cancel Detach

Match PO Cost Msg Reconciliation Msg Qty Type Service... Amt Type Service...

— Over Unit Cost —

— Under Unit Cost —

Done Internet 100%

Field	Description/Usage	Configuration
PO Cost Message Tolerances		
Over Unit Cost	Enter Amount and/or percent	
Under Unit Cost	Enter Amount and/or percent	

Recon Msg Tolerance (MA00.9)

Reconciliation Message Tolerances are based on unit cost.
 Closed Messages will be created for historical purposes on under tolerance actions.

Field	Description/Usage	Configuration
Reconciliation Tolerances		
Cost Tolerances		
Over Unit Cost	Enter Amount and/or percent	
Under Unit Cost	Enter Amount and/or percent	
Messaging Option		
Open Message	Select Option	
Closed Message	Select Option – Y retains audit trail	
Reason Code	Select or enter Default Reason code	
Quantity Tolerances		
Over Quantity	Enter Quantity and/or percent	
Under Quantity	Enter Quantity and/or percent	
Messaging Option		
Open Message	Select Option	
Closed Message	Select Option – Y retains audit trail	
Reason Code	Select or enter Default Reason code	

Qty Type Service Tolerances (MA00.9)

Message Tolerances are based on unit cost. Usage not expected since all drop ship purchase order require receiving.

Field	Description/Usage	Configuration
Quantity Services Tolerances		
Cost Tolerances		
Over Unit Cost	Enter Amount and/or percent	
Under Unit Cost	Enter Amount and/or percent	
Quantity Tolerances		
Over Quantity	Enter Quantity and/or percent	
Under Quantity	Enter Quantity and/or percent	

Amt Type Service Msg Tolerances (MA00.9)

Service Message Tolerances are based on extended cost.

Field	Description/Usage	Configuration
Service Message Tolerances		
Cost Tolerances		
Over Extended Cost	Enter Amount and/or percent	

Match Table (MA00.1) – Chargeback Vendor

Table Type B – Both Company and Vendor Use Additional Tables may be setup for Vendors or assigned to a Vendor Class

The screenshot shows the Lawson Match Table (MA00.1) configuration interface. At the top, there is a navigation bar with buttons for Add, Change, Delete, Previous, Inquire, Next, and Inquire. The main area contains the following fields:

- Match Table: [Empty text box]
- Table Type: [Dropdown menu showing 'C']
- Detail Chargeback Type: [Dropdown menu showing 'Net (Default)']
- Rule Groups: A button labeled 'Rule Groups' and three empty text boxes for Rule Group 1, Rule Group 2, and Rule Group 3.

Field	Description/Usage	Configuration
Match Table	Name of Table	
Description	Title of Table	
Table Type	Select (C)ompany, (V)endor or (B)oth	
Detail Chargeback Type	Select Type of Chargeback N – Net Default O= Overbill Only	
Rule Group 1	Online Match Rule Group	
Rule Group 2	Batch Rule Group – Routine Use	
Rule Group 3	Batch Rule Group – Special Purpose	

Match Rule Group (MA00.4) Chargeback Vendor

CHARGEBACK – On-line Match Rule Group

Opt (Option) determines whether Match Tolerance will be based on Unit or Extended Cost. PO Cost, Recon, and Quantity Service are based on Unit Cost. Amount Service Messages are based on Extended Cost. Match Rule Group will be associated with a Vendor Table.

Field	Description/Usage	Configuration
Rule Group	On-line Rule Group	Vendor
Level Line 1	Select Match Level – IM = Invoice Match or DM = Detail Match	DM
Type	Invoice to Receipt Relationship 1 – 1 = 1 invoice to 1 receipt 1 – A = 1 invoice to all receipts A – 1 = All invoices to 1 receipt A – A = All invoices to All receipts (only for IM)	A-1
Option	Unit or Extended Cost Option 1 = Extended 2 = Unit 3 = Extended / Quantity	
Level Line 2	Select Match Level – IM = Invoice Match or DM = Detail Match	DM

Field	Description/Usage	Configuration
Type	Invoice to Receipt Relationship 1 – 1 = 1 invoice to 1 receipt 1 – A = 1 invoice to all receipts A – 1 = All invoices to 1 receipt A – A = All invoices to All receipts (only for IM)	1-1
Option	Unit or Extended Cost Option 1 = Extended 2 = Unit 3 = Extended / Quantity	
Level Line 3	Select Match Level – IM = Invoice Match or DM = Detail Match	DM
Type	Invoice to Receipt Relationship 1 – 1 = 1 invoice to 1 receipt 1 – A = 1 invoice to all receipts A – 1 = All invoices to 1 receipt A – A = All invoices to All receipts (only for IM)	A-A
Option	Unit or Extended Cost Option 1 = Extended 2 = Unit 3 = Extended / Quantity	
Level Line 4		
Level Line 5		
Level Line 6		

Match Tolerances (MA00.9) Chargeback Vendor

Match Tolerance

Match Message Tolerances are based on unit cost as defined on the Match Rule.

Match tolerance must be defined for each rule in a rule group. Message tolerances are only required on the rule group referenced for messaging on the Match Company.

Field	Description/Usage	Configuration
Match Tolerances		
Cost Tolerances		
Over Cost	Enter Amount and/or percent	
Chargeback	Enter Chargeback Option N for general use. Y for select vendors or vendor class	Y
Under Cost	Enter Amount and/or percent	
Quantity Tolerances		
Over Quantity	Enter Quantity and/or percent	
Under Quantity	Enter Quantity and/or percent	

PO Cost Message Tolerance (MA00.9)

PO Cost Message Tolerances are based on unit cost.

LAWSON Tolerances (MA00.9) Welcome Lawson [logout]
ma00.1

OK Cancel Detach

Match PO Cost Msg Reconciliation Msg Qty Type Service... Amt Type Service...

— Over Unit Cost —

— Under Unit Cost —

Done Internet 100%

Field	Description/Usage	Configuration
PO Cost Message Tolerances		
Over Unit Cost	Enter Amount and/or percent	
Under Unit Cost	Enter Amount and/or percent	

Recon Msg Tolerance (MA00.9)

Reconciliation Message Tolerances are based on unit cost.

Closed Messages will be created for historical purposes on under tolerance actions.

LAWSON Tolerances (MA00.9) Welcome Lawson [logout]
ma00.1

OK Cancel Detach

Match PO Cost Msg **Reconciliation Msg** Qty Type Service... Amt Type Service...

Reconciliation Msg

— Cost Tolerances —

— Over Unit Cost —

— Under Unit Cost —

— Quantity Tolerances —

— Over Quantity —

— Under Quantity —

— Messaging Options —

Open Message	Closed Message	Reason Code
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Done Internet 100%

Field	Description/Usage	Configuration
Reconciliation Tolerances		
Cost Tolerances		
Over Unit Cost	Enter Amount and/or percent	
Under Unit Cost	Enter Amount and/or percent	
Messaging Option		
Open Message	Select Option	
Closed Message	Select Option – Y retains audit trail	Y
Reason Code	Select or enter Default Reason code	
Quantity Tolerances		
Over Quantity	Enter Quantity and/or percent	
Under Quantity	Enter Quantity and/or percent	
Messaging Option		
Open Message	Select Option	
Closed Message	Select Option – Y retains audit trail	
Reason Code	Select or enter Default Reason code	

Qty Type Service Tolerances (MA00.9)

Message Tolerances are based on unit cost. Usage not expected since all drop ship purchase order require receiving.

Field	Description/Usage	Configuration
Quantity Services Tolerances		
Cost Tolerances		
Over Unit Cost	Enter Amount and/or percent	
Under Unit Cost	Enter Amount and/or percent	
Quantity Tolerances		
Over Quantity	Enter Quantity and/or percent	
Under Quantity	Enter Quantity and/or percent	

Amt Type Service Msg Tolerances (MA00.9)

Service Message Tolerances are based on extended cost.

LAWSON Tolerances (MA00.9) Welcome Lawson [logout] ma00.1

OK Cancel Detach

Match PO Cost Msg Reconciliation Msg Qty Type Service... **Amt Type Service...**

Cost Tolerances Amt Type Service Msg

Over Extended Cost

Done Internet 100%

Field	Description/Usage	Configuration
Service Message Tolerances		
Cost Tolerances		
Over Extended Cost	Enter Amount and/or percent	

Match Company (MA01.1) Main

Match pool option 2 – Company, Vendor, PO

Company (MA01.1)

Welcome Lawson [logout] ma01

Process Level

Match Table
Pool Option
Match Class
Handling Code
Validate Purchase Order Yes
Require Purchase Order No

Accounts

PO Receipt Accrual			
Item Cost Variance Suspense			
Invoice Tolerance			
Receipt Write-off			
Match Write-off			
Matched Not Received			
Inventory Receipt Archival			
AOC Differences			
Match Prepay Differences			
Underbill Write-off			

Field	Description/Usage	Configuration
Company	Match Company	0010
Match Table	Match Table Code	
Pool Option	Match Pool Option 1 = Company, Vendor 2 = Company, Vendor, PO 3 = Company, Vendor, PO, Ship-To	2 = Company, Vendor, PO
Match Class	Match Class Identifier	
Handling Code	Default AP Invoice entry handling code	
Validate Purchase Order	PO on Invoice must exist within Lawson	
Require Purchase Order	Invoice must include a purchase order	
Accounts		
PO Receipt Accrual	Accounting Unit, Account, Sub-Account for PO Receipt Accrual	

Field	Description/Usage	Configuration
Item Cost Variance Suspense	Accounting Unit, Account, Sub-Account for Item Cost Variance Suspense	
Invoice Tolerance	Accounting Unit, Account, Sub-Account for Invoice Tolerance	
Receipt Write-off	Accounting Unit, Account, Sub-Account for Receipt Write-off	
Match Write-off	Accounting Unit, Account, Sub-Account for Match Write-off	
Matched Not Received	Accounting Unit, Account, Sub-Account for Matched Not Received	
Inventory Receipt Archival	Accounting Unit, Account, Sub-Account for Inventory Receipt Archival	
AOC Differences	Accounting Unit, Account, Sub-Account for AOC Differences – Used with Cost Components	
Match Prepay Differences	Accounting Unit, Account, Sub-Account for Match Prepay Differences – Used with Prepay only	
Underbill Write-off	Accounting Unit, Account, Sub-Account for Underbill Write-off	

Match Company (MA01.1) Options

Field	Description/Usage	Configuration
Discount Recognition	Select option to time discount recognition	
Discount Accrual Account	Accounting Unit, Account, Sub-Account for Discount Accrual Account	
Invoice Detail No Receipt	Select option 1 = Match No Receipt 2 = Write Off	
Invoice Detail Exceeds Receipt	Select option 1 = Match No 2 = Write Off	
Currency Rate Set Point	Select Currency Rate set point E = Purchase Order Entry I = Invoicing R = Receiving	
Automatic Chargeback Hold Code	Select Hold Code	
Hold Receiver Until Inspected	Select Option	

Field	Description/Usage	Configuration
Summarize Distributions	Select Option	
EDI Invoice Automatic Release	Select option Not using EDI Invoice option currently	
ERS Location Control	Select option	
ERS Cost Update	Select option	

Match Company (MA01.1) Vendor Claims

LAWSON Company (MA01.1) Welcome Lawson [logout] ma01

Company

Replace Return Goods
 Ship or Hold Return Goods
 Vendor Claim Write-off Amount
 Vendor Claim Type
 Vendor Claims Chargeback Hold Code

Done Internet 100%

Field	Description/Usage	Configuration
Replace Return Goods	Select default option	
Ship or Hold Return Goods	Select default option H = Hold S = Ship	
Vendor Claim Write-off Amount	Enter limit for write-off	
Vendor Claim Type	Select default option CB = Chargeback CM = Credit Memo NC = No Charge	
Vendor Claims Chargeback Hold Code	Select default option	

Match Company (MA01.1) Messaging

Rule Order 2 is Detail Match, One Invoice to One Receipt

The screenshot shows the Lawson software interface for configuring messaging for Company (MA01.1). The interface includes a navigation bar with buttons for Add, Change, Delete, Previous, Inquire, Next, and Inquire. The main content area is divided into several sections:

- Purchase Order Review:** Contains fields for PO Cost, Service, Rule Group, Rule Order, and Workflow.
- Reconciliation Match:** Contains fields for Over Tolerance, Under Tolerance, Workflow, Rule Group, and Rule Order.
- Additional Workflow Options:** Contains checkboxes for No. Receipt, Days to work, and Processing Option, along with a Base Date dropdown.

Field	Description/Usage	Configuration
Messaging		
PO Cost	Select option to generate PO Cost Messages	
Rule Group	Select on-line rule group	
Rule Order	Select rule within group	
Workflow	Select workflow option – not enabled	
Service	Select option to generate Service Messages for POs with service lines only or Service Agreement	O Over quantity/cost
Rule Group	Select on-line rule group	

Field	Description/Usage	Configuration
Rule Order	Select rule with group	
Workflow	Select workflow option	
Reconciliation Match	Select option to generate messages from the reconciliation queue (MA60)	
Over Tolerance	Select Option to generate Over Tolerance messages	
Rule Group	Select on-line rule group	
Under Tolerance	Select Option to generate Under Tolerance Message	
Rule Order	Select rule with group	
Workflow	Select workflow option	
Additional Workflow Options		
No. Receipt		
Processing Option		
Base Date		
Days to work		
Processing Option		

Match Company (MA01.1) Financial Reporting

The screenshot shows the Lawson Financial Reporting configuration interface. At the top, there is a navigation bar with buttons for Add, Change, Delete, Previous, Inquire, Next, and Inquire. The main content area has tabs for Main, Options, Vendor Claims, Messaging, and Financial Reporting. Under the Financial Reporting tab, there are two dropdown menus: 'Create Financial Reporting for Invoices' (set to No) and 'Create Financial Reporting for Receipts' (set to N). Below these is an 'Account Setup' button. The top right corner shows 'Welcome Lawson [logout]' and a search box with 'ma01'. The bottom status bar shows 'Done', 'Internet', and '100%'.

Field	Description/Usage	Configuration
Create Financial Reporting for Invoices	Select option	
Create Financial Reporting for Receipts	Select option	
Account Setup		

Handling Code (MA05.1)

Purchase Order Match

The screenshot shows the Lawson software interface for the 'Handling Code (MA05.1)' form. The interface includes a navigation bar with buttons for Add, Change, Delete, Previous, Inquire, Next, and Inquire. The form fields are as follows:

- Handling Code: [Text Field]
- Company: [Text Field]
- Match Invoice: [Dropdown] No
- AP Detail Invoice: [Dropdown] No
- Drop Ship: [Dropdown] No
- Service Only Invoice: [Dropdown] No
- Add-On Cost Only Invoice: [Dropdown] No
- Use PO Charges and Allowances: [Dropdown] No
- Voucher Number Required: [Dropdown] No
- Cost Component Option: [Text Field]
- Account: [Text Field]

Field	Description/Usage	Configuration
Handling Code	Select or Enter Match Invoice Handling Code	
Handling Code Description	Enter Name for Handling Code	Matching Handling Code
Company	Select or enter optional Company	
Match Invoice	Select Match Invoice option	Y
Cost Component Option	Used if Matching Add on Costs	N/A
AP Detail Invoice	Select Option	N
Account	Used for AP Detail Invoice only	N/A
Drop Ship	Select Option	N
Service Only Invoice	Select Option	N
Add-On Cost Only Invoice	Select Option	N
Use PO Charges and Allowances	Select Option	?
Voucher Number Required	Select Option	N

AP Detail



Handling Code (MA05.1)

Welcome Lawson [logout]

ma05

+ Add Change - Delete < Previous ? Inquire > Next | Inquire v

Related Forms v

Handling Code

Company

Match Invoice No

AP Detail Invoice No

Drop Ship No

Cost Component Option

Account

Service Only Invoice No

Add-On Cost Only Invoice No

Use PO Charges and Allowances No

Voucher Number Required No

Done

Internet

100%

Field	Description/Usage	Configuration
Handling Code	Select or Enter Match Invoice Handling Code	N/A
Handling Code Description	Enter Name for Handling Code	AP Detail Handling Code
Company	Select or enter optional Company	10
Match Invoice	Select Match Invoice option	
Cost Component Option	Used if Matching Add on Costs	
AP Detail Invoice	Select Option	
Account	Used for AP Detail Invoice only	
Drop Ship	Select Option	
Service Only Invoice	Select Option	
Add-On Cost Only Invoice	Select Option	
Use PO Charges and Allowances	Select Option	
Voucher Number Required	Select Option	

Expense Invoices

Handling Code (MA05.1)
 Welcome Lawson [logout] ma05

Handling Code

Company

Match Invoice No

AP Detail Invoice No

Drop Ship No

Service Only Invoice No

Add-On Cost Only Invoice No

Use PO Charges and Allowances No

Voucher Number Required No

Done Internet 100%

Field	Description/Usage	Configuration
Handling Code	Select or Enter Match Invoice Handling Code	AP
Handling Code Description	Enter Name for Handling Code	Expense Handling Code
Company	Select or enter optional Company	
Match Invoice	Select Match Invoice option	N
Cost Component Option	Used if Matching Add on Costs	N/A
AP Detail Invoice	Select Option	N
Account	Used for AP Detail Invoice only	N/A
Drop Ship	Select Option	N
Service Only Invoice	Select Option	N
Add-On Cost Only Invoice	Select Option	N
Use PO Charges and Allowances	Select Option	N
Voucher Number Required	Select Option	N

Drop Ship Invoices

Handling Code (MA05.1)

Welcome Lawson [logout] ma05

Handling Code

Company

Match Invoice No

AP Detail Invoice No

Drop Ship No

Service Only Invoice No

Add-On Cost Only Invoice No

Use PO Charges and Allowances No

Voucher Number Required No

Done Internet 100%

Field	Description/Usage	Configuration
Handling Code	Select or Enter Match Invoice Handling Code	DROP
Handling Code Description	Enter Name for Handling Code	Drop Ship Handling Code
Company	Select or enter optional Company	
Match Invoice	Select Match Invoice option	N
Cost Component Option	Used if Matching Add on Costs	N/A
AP Detail Invoice	Select Option	N
Account	Used for AP Detail Invoice only	N/A
Drop Ship	Select Option	Y
Service Only Invoice	Select Option	N
Add-On Cost Only Invoice	Select Option	N
Use PO Charges and Allowances	Select Option	Y
Voucher Number Required	Select Option	N

Services Only Invoices



Handling Code (MA05.1)

Welcome Lawson [logout]

ma05

Handling Code

Company

Match Invoice No

AP Detail Invoice No

Drop Ship No

Service Only Invoice No

Add-On Cost Only Invoice No

Use PO Charges and Allowances No

Voucher Number Required No

Done Internet 100%

Field	Description/Usage	Configuration
Handling Code	Select or Enter Match Invoice Handling Code	SVC
Handling Code Description	Enter Name for Handling Code	Services Handling Code
Company	Select or enter optional Company	
Match Invoice	Select Match Invoice option	N
Cost Component Option	Used if Matching Add on Costs	N/A
AP Detail Invoice	Select Option	N
Account	Used for AP Detail Invoice only	N/A
Drop Ship	Select Option	N
Service Only Invoice	Select Option	Y
Add-On Cost Only Invoice	Select Option	N
Use PO Charges and Allowances	Select Option	Y
Voucher Number Required	Select Option	N

Add – Cost Only Invoices

Handling Code (MA05.1)
 Welcome Lawson [logout]
ma05

Handling Code

Company

Match Invoice No

AP Detail Invoice No

Drop Ship No

Service Only Invoice No

Add-On Cost Only Invoice No

Use PO Charges and Allowances No

Voucher Number Required No

Done Internet 100%

Field	Description/Usage	Configuration
Handling Code	Select or Enter Match Invoice Handling Code	AOC
Handling Code Description	Enter Name for Handling Code	AOC Only Handling Code
Company	Select or enter optional Company	
Match Invoice	Select Match Invoice option	N
Cost Component Option	Used if Matching Add on Costs	N/A
AP Detail Invoice	Select Option	N
Account	Used for AP Detail Invoice only	N/A
Drop Ship	Select Option	N
Service Only Invoice	Select Option	N
Add-On Cost Only Invoice	Select Option	Y
Use PO Charges and Allowances	Select Option	N
Voucher Number Required	Select Option	N

Cost - For Cost Component Matching

Would be assigned to a vendor or vendor class where Add-On Cost Matching was appropriate. Not for general use in this culture.

LAWSON Handling Code (MA05.1) Welcome Lawson [logout]
ma05

Handling Code
 Company

Match Invoice No
 AP Detail Invoice No
 Drop Ship No

Service Only Invoice No
 Add-On Cost Only Invoice No

Use PO Charges and Allowances No
 Voucher Number Required No

Done Internet 100%

Field	Description/Usage	Configuration
Handling Code	Select or vendor optional match handling code when matching on Add on Cost	N/A
Handling Code Description	Enter Name for Handling Code	
Company	Select or enter optional Company	
Match Invoice	Select Match Invoice option	
Cost Component Option	Used if Matching Add on Costs	
AP Detail Invoice	Select Option	
Account	Used for AP Detail Invoice only	
Drop Ship	Select Option	
Service Only Invoice	Select Option	
Add-On Cost Only Invoice	Select Option	
Use PO Charges and Allowances	Select Option	
Voucher Number Required	Select Option	

Cost Component Matching



Cost Component Option (MA05.8)

Welcome Lawson [logout]

ma05

OK Cancel Detach

Cost Component Do not Use Cost Components

Rule Group

Rule Order

Done Internet 100%

Field	Description/Usage	Configuration
Cost Component	Select flag value	N/A
Rule Group	Select on-line rule group	
Rule Order	Select 1 invoice to 1 receipt rule	

Add-On Charge (MA08.1)

Freight

No budget exists for default accounting unit and account. Value must be over-riden upon PO entry.

LAWSON Add On Charge/Allowance (MA08.1) Welcome Lawson [logout] ma08

Company
 Code
 Type Cost
 Status Active
 Landed

 Spread Method No Spread
 Posting Account
 Difference Account

 Rate
 Tax Code
 Taxable No
 Print Flag Yes
 Summary Flag No

Field	Description/Usage	Configuration
Company	Select or enter Company	0010
Code	Select or enter Code	FR
Description	Enter Description	Freight
Type	Select or enter Type	C = Cost
Status	Select or enter Status	A = Active
Landed	Select or enter Landed Flag	(Y)es
Spread Method	Select or enter Spread Method	(A)mount
Posting Account	Select or enter Accounting Unit	
Account	Select or enter Account	
Rate	Enter Rate	
Tax Code	Enter Tax Code	
Taxable	Enter Taxable Flag	
Print Flag	Select or enter Print Flag	
Summary Flag	Select or enter Summary Flag	

Freight – No Spread

No budget exists for default accounting unit and account. Value must be over-riden upon PO entry.

LAWSON Add On Charge/Allowance (MA08.1) Welcome Lawson [logout] ma08

Company
 Code
 Type
 Status
 Landed

Spread Method No Spread
 Posting Account
 Difference Account

Rate
 Tax Code
 Taxable No
 Print Flag Yes
 Summary Flag No

Done Internet 100%

Field	Description/Usage	Configuration
Company	Select or enter Company	0010
Code	Select or enter Code	N/A
Description	Enter Description	Freight Non-Spread
Type	Select or enter Type	C = Cost
Status	Select or enter Status	A = Active
Landed	Select or enter Landed Flag	N
Spread Method	Select or enter Spread Method	N – No Spread
Posting Account	Select or enter Accounting Unit	Required for No Spread
Account	Select or enter Account	Required for No Spread
Rate	Enter Rate	
Tax Code	Enter Tax Code	
Taxable	Enter Taxable Flag	
Print Flag	Select or enter Print Flag	
Summary Flag	Select or enter Summary Flag	

Handling

No budget exists for default accounting unit and account. Value must be over-riden upon PO entry.

The screenshot shows the Lawson software interface for 'Add On Charge/Allowance (MA08.1)'. The form contains the following fields and values:

- Company: [Dropdown]
- Code: [Text Field]
- Type: C Cost
- Status: A Active
- Landed: [Dropdown]
- Spread Method: N No Spread
- Posting Account: [Text Field]
- Difference Account: [Text Field]
- Rate: [Text Field]
- Tax Code: [Text Field]
- Taxable: N No
- Print Flag: Y Yes
- Summary Flag: N No

Field	Description/Usage	Configuration
Company	Select or enter Company	0010
Code	Select or enter Code	HC
Description	Enter Description	Handling
Type	Select or enter Type	C = Cost
Status	Select or enter Status	A = Active
Landed	Select or enter Landed Flag	Y
Spread Method	Select or enter Spread Method	Amount
Posting Account	Select or enter Accounting Unit	
Account	Select or enter Account	
Rate	Enter Rate	
Tax Code	Enter Tax Code	
Taxable	Enter Taxable Flag	
Print Flag	Select or enter Print Flag	
Summary Flag	Select or enter Summary Flag	

Company	Code	Description	Type	Account	Landed
0010	AC	Art Charge	C – Cost		
0010	FR	Freight Charge	C – Cost		
0010	HC	Handling Charge	C – Cost		
0010	MC	Minimum Charge	C – Cost		
0010	RC	Restock Charge	C – Cost		
0010	SC	Setup Charge	C – Cost		
0010	AL	Allowance	A – Allowance		

Allowance

No budget exists for default accounting unit and account. Value must be over-riden upon PO entry.

LAWSON Add On Charge/Allowance (MA08.1) Welcome Lawson [logout] ma08

Company
 Code
 Type Cost
 Status Active
 Landed

Spread Method No Spread
 Posting Account
 Difference Account

Rate
 Tax Code
 Taxable No
 Print Flag Yes
 Summary Flag No

Done Internet 100%

Field	Description/Usage	Configuration
Company	Select or enter Company	0010
Code	Select or enter Code	AL
Description	Enter Description	Allowance
Type	Select or enter Type	A = Allowance
Status	Select or enter Status	A = Active
Landed	Select or enter Landed Flag	Y
Spread Method	Select or enter Spread Method	A
Posting Account	Select or enter Accounting Unit	
Account	Select or enter Account	
Rate	Enter Rate	
Tax Code	Enter Tax Code	
Taxable	Enter Taxable Flag	
Print Flag	Select or enter Print Flag	
Summary Flag	Select or enter Summary Flag	