

Credit transfers

Go to the menu item **Account/Print.../Bank Transfers**. Here you can print transfer forms directly from PC CADDIE, which you can, for example, add to the annual account.

The screenshot shows the 'Bank transfer order' dialog box with the following settings:

- Layout:** A table with two columns: 'Concern' and 'Club Fees'. The first row is highlighted. Below the table is a button 'Edit...'.

Concern	Club Fees
File export	No, print transfer order
- Persons group:** A dropdown menu set to 'All persons' with a 'Define...' button.
- Order:** A dropdown menu set to 'Alphabet (Names)' with an 'Edit...' button.
- Due date:** A checked checkbox 'Due date' with a date range from '..' to '24.04.19'.
- Amount only:** A dropdown menu set to 'Amount only' with a range from '5.00' to '999999.99'.
- only outstanding amounts:** A dropdown menu set to 'only outstanding amounts'.
- WITH and WITHOUT direct-debit:** A dropdown menu set to 'WITH and WITHOUT direct-debit' with a 'Define...' button.
- Families together:** A checked checkbox 'Families together' with a dropdown menu set to 'separate invoice, extra'.

On the right side of the dialog, there are several buttons: 'Print F8', 'Bookings filter' (unchecked), 'Note', and 'Quit'.



A dot matrix printer is required for this function.