



Auto expire and auto extension

User can generate expired invoice manually or automatically to make expired item useless for redemption.

To allow members continue to use expired item for redemption, user can set the system to generate extension invoice at the same time it automatically generates expired invoice.

Auto expire function

When auto expire function is activated, every day after first user login system will :-

1. set all expired items not available for redemption;
2. generate an expired invoice to record this transaction;
3. capture treatment value of expired items as expired value which may form part of the company's turnover.

If company have grace period policy, system will use expiry date plus grace period for action.

Auto extension function

When auto expire function is activated, system will generate extension invoice for expire record :-

1. extend expired item to make it available for redemption;
2. generate an extension invoice to record this transaction;
3. the treatment value of extended expired items is 0.

Activate auto expire and extension function at Point of Sales > Setup > Handle treatment expired

Handle treatment expired

When purchased item's expiry date < system date, treatment will be regarded as expired. At member account, expired items will be displayed in red colour. Member still can use expired item for redemption.

If want to make expired item cannot use for redemption, can prepare expired invoice. Prepare expired invoice can be automatically, can also be manually.

System auto prepare expired invoice : Every day when first user login, system will auto prepare expired invoice

[Enable auto prepare expired invoice](#)
[Press here change to disable auto prepare expired invoice]

[Disable auto prepare expired invoice and extension invoice](#)
[Press here change to enable auto prepare expired invoice and extension invoice]

[At auto expired invoice , allow not include following item](#)

Item list							
Item nature	Item code	Item name	Item category	Division	List price	Exclude item	Hide display
Flexi Treatment	AT05	Aromatic Thermal Oil (Draining or Anticellulite Synergy)			\$ 400.00	<input type="checkbox"/>	

Allow setup specific item not to be automatically expired or extended.
Tick the box to set item as excluded, this item will not be expired and extended automatically.