



HKB2B Limited  
 香港灣仔軒尼斯道 48-62 號上海實業大廈 11 樓 1102 室  
 Room 1102, Shanghai Industrial Investment Building, 48-62 Hennessy Road,  
 Wan Chai, Hong Kong  
 Tel: (852) 2520 5128 Fax: (852) 2520 6636  
 Email: cs@hkb2b.com.hk Website: http://hkb2b.com.hk

## Swap member unpaid items

POS > Swap

**CASHER System HKB2B Limited**

Date: 2-Sep-2016 Shop: HKB2B Invoice no: / Ref Inv No: Member name: Ms Wong Fiona  
 Today invoice amount \$ 9,300 Birth date: Telephone: 21113111 / 35796226 / 93279436  
 Today payment amount \$ 6,300 Bonus: 20  
 Upgrade point: 23,437  
 Deposit: \$ 0.00

Sales: HKB2B Support (beauty) Member: WEM-00007 Search

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**Member outstanding :**

Course/ Treatment	Invoice no/ Average price	Course value/ Outstanding value	Expiry date	Purchased	Outstanding	Swap	Available
Facial (FA01)	PSI-00062	\$ 640.00	19-Aug-2016	1	1	0	1
Facial (FA01)	\$ 640.00	\$ 640.00					
Aromatherapy Facial (FFT03)	PSW-00017	\$ 780.00	4-Aug-2017	1	1	0	1
Aromatherapy Facial (FFT03)	\$ 780.00	\$ 780.00					
Sensitive Relief Facial (FFT05)	PSW-00017	\$ 780.00	4-Aug-2017	1	1	0	1
Sensitive Relief Facial (FFT05)	\$ 780.00	\$ 780.00					
Body Wrap (BC01)	PSI-00099	\$ 5,000.00	2-Sep-2017	10	8	8	0
Body Wrap (BC01)	\$ 4,000.00	\$ 4,000.00					
Gental Eye Treatment (ET01)	PSI-00099	\$ 4,300.00	2-Sep-2017	10	10	10	0
Gental Eye Treatment (ET01)	\$ 4,300.00	\$ 4,300.00					

Unpaid: \$ 2,000 / Invoice amount: \$ 9,300  
 [Press here to transfer unpaid amount to this invoice]

Unpaid: \$ 3,000 / Invoice amount: \$ 9,300  
 [Press here to transfer unpaid amount to this invoice]

System will remind user by display unpaid amount (\$3,000) and Invoice amount (\$8,300)

Input swap quantity will generate swap value.

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Payment method: [Press here to transfer unpaid amount to this invoice]

Subtotal	\$ 0.00
Swap value	\$ 8,300.00
Invoice discount	\$ 0.00
	\$ 0.00
	\$ -8,300.00

Press [Press here to transfer unpaid amount to this invoice] to transfer unpaid amount (\$3,000) to this invoice.

Remarks: Payment

Cash: 0  
 EPS: 0  
 Deposit: Deposit Payment  
 Installment: Pay Later  
 No of installments: Refresh  
 Start at: 2 Sep 2016



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1) Refund to member

CASHIER System **HKB2B Limited** Invoice no / Ref Inv No Member name : Ms Wong Fiona

Date: 2-Sep-2016 Shop: HKB2B Today invoice amount \$ 9,300  
 Today payment amount \$ 6,300

Sales: HKB2B Support (beauty) Member: WEM-00007 Search A H M P Birth date :  
 Telephone : 21113111 / 35796226 / 93279436  
 Bonus : 20  
 Upgrade point : 23,437  
 Deposit : \$ 0.00

Member outstanding :

Course/ Treatment	Invoice no / Average price	Course value/ Outstanding value	Expiry date	Purchased	Outstanding	Swap	Available
Facial (FA01)	PSI-00062 <a href="#">Select</a>	\$ 640.00	19-Aug-2016 <a href="#">Select</a>	1	1	<input type="text" value="0"/>	1
Facial (FA01)	\$ 640.00	\$ 640.00					
Aromatherapy Facial (FFT03)	PSW-00017 <a href="#">Select</a>	\$ 780.00	4-Aug-2017 <a href="#">Select</a>	1	1	<input type="text" value="0"/>	1
Aromatherapy Facial (FFT03)	\$ 780.00	\$ 780.00					
Sensitive Relief Facial (FFT05)	PSW-00017 <a href="#">Select</a>	\$ 780.00	4-Aug-2017 <a href="#">Select</a>	1	1	<input type="text" value="0"/>	1
Sensitive Relief Facial (FFT05)	\$ 780.00	\$ 780.00					
Body Wrap (BC01)	PSI-00099 <a href="#">Select</a>	\$ 5,000.00	2-Sep-2017 <a href="#">Select</a>	Unpaid : \$ 3,000 / Invoice amount : \$ 9,300 <input type="button" value="\$"/> Ready transfer \$ 3,000 (Contra Account) [Press here to cancel]			
Body Wrap (BC01)	\$ 4,000.00	\$ 4,000.00		10	8	<input type="text" value="8"/>	0
Gental Eye Treatment (ET01)	PSI-00099 <a href="#">Select</a>	\$ 4,300.00	2-Sep-2017 <a href="#">Select</a>	Unpaid : \$ 3,000 / Invoice amount : \$ 9,300 <input type="button" value="\$"/> Ready transfer \$ 3,000 (Contra Account) [Press here to cancel]			
Gental Eye Treatment (ET01)	\$ 4,300.00	\$ 4,300.00		10	10	<input type="text" value="10"/>	0

Transferred amount (\$3,000) will be displayed as Contra Account.  
 If require refund, refund amount should be swap value minus  
 previous unpaid amount (\$8,300 - \$3,000) = \$5,300.

Remarks: Payment

Payment method	\$	\$
Contra Account	-3,000.00	
Subtotal		\$0.00
Swap value		\$8,300.00
Invoice discount		\$0.00
Member discount		\$0.00
<b>Total amount</b>		<b>\$-8,300.00</b>

Cash:   
 Contra Account:  Transfer from invoice PSI-00099  
 Deposit: Deposit Payment  
 Installment: Pay Later

PRINT & OK OK  
 SAVE AS TEMP INV TEMP INV LIST Cancel Close





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2) Member purchase new items

**CASHIER System HKB2B Limited**

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 Today invoice amount \$ 9,300  
 Today payment amount \$ 6,300  
 Birth date: / Telephone: 21113111 / 35796226 / 93279436  
 Bonus: 20 Upgrade point: 23,437  
 Deposit: \$ 0.00

Sales: HKB2B Support (beauty) Member: WEM-00007 Search [A] [H] [M] [P]

Member outstanding:

Course/ Treatment	Invoice no / Average price	Course value/ Outstanding value	Expiry date	Purchased	Outstanding	Swap	Available
Facial (FA01)	PSI-00062 <input type="button" value="Select"/>	\$ 640.00	19-Aug-2016 <input type="button" value="Select"/>	1	1	<input type="text" value="0"/>	1
Facial (FA01)	\$ 640.00	\$ 640.00					
Aromatherapy Facial (FFT03)	PSW-00017 <input type="button" value="Select"/>	\$ 780.00	4-Aug-2017 <input type="button" value="Select"/>	1	1	<input type="text" value="0"/>	1
Aromatherapy Facial (FFT03)	\$ 780.00	\$ 780.00					
Sensitive Relief Facial (FFT05)	PSW-00017 <input type="button" value="Select"/>	\$ 780.00	4-Aug-2017 <input type="button" value="Select"/>	1	1	<input type="text" value="0"/>	1
Sensitive Relief Facial (FFT05)	\$ 780.00	\$ 780.00					
Body Wrap (BC01)	PSI-00099 <input type="button" value="Select"/>	\$ 5,000.00	2-Sep-2017 <input type="button" value="Select"/>	Unpaid: \$ 3,000 / Invoice amount: \$ 9,300 <input type="button" value="\$"/> Ready transfer \$ 3,000 (Contra Account) [Press here to cancel]			
Body Wrap (BC01)	\$ 4,000.00	\$ 4,000.00		10	8	<input type="text" value="8"/>	0
Gental Eye Treatment (ET01)	PSI-00099 <input type="button" value="Select"/>	\$ 4,300.00	2-Sep-2017 <input type="button" value="Select"/>	Unpaid: \$ 3,000 / Invoice amount: \$ 9,300 <input type="button" value="\$"/> Ready transfer \$ 3,000 (Contra Account) [Press here to cancel]			
Gental Eye Treatment (ET01)	\$ 4,300.00	\$ 4,300.00		10	10	<input type="text" value="10"/>	0

If member purchase new items, please press <OK>

**CASHIER System HKB2B Limited**

Date: 2-Sep-2016 Shop: HKB2B Invoice no: / Ref Inv No: Member name: Ms Wong Fiona  
 Today invoice amount \$ 9,300  
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 Birth date: / Telephone: 21113111 / 35796226 / 93279436  
 Bonus: 20 Upgrade point: 23,437  
 Deposit: \$ 0.00

Sales: HKB2B Support (beauty) Member: WEM-00007 Search [A] [H] [M] [P]

New items:

Quantity	Item code	Item name	Unit price	Gross amount	Discount	Amount	Sales / Backorder
<input type="text" value="10"/>	FA01	Facial	<input type="text" value="880"/>	\$8,800	<input type="text" value="0"/>	<input type="text" value="8800"/>	<input type="button" value="Sales"/>

Input new item

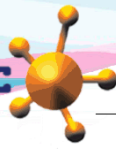
Member payable amount should be  
 new item amount plus previous unpaid amount minus  
 swap value  $(\$8,800 + \$3,000 - \$8,300) = \$3,500$

Remarks	Payment	Payment method	Amount
		Contra Account	-3,000.00
		Unpaid amount	\$3,500.00
		Subtotal	\$8,800.00
		Swap value	\$8,300.00
		Invoice discount	\$0.00
		Member discount	\$0.00
		Total amount	\$500.00

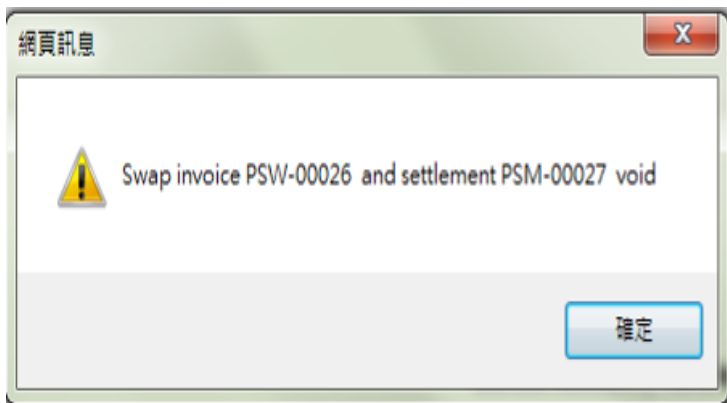
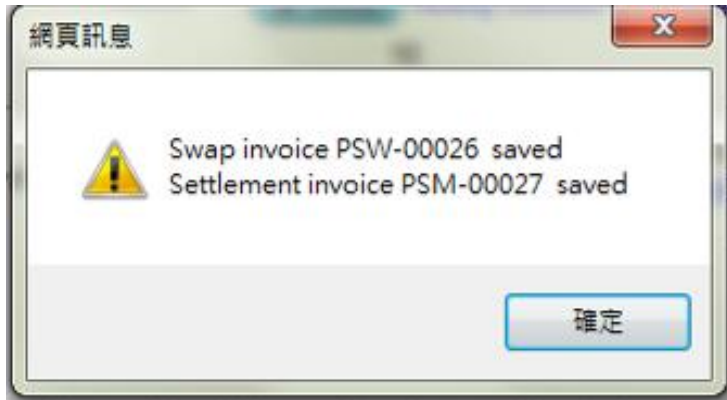
Cash:  Transfer from invoice PSI-00099

Contra Account:

Deposit:  Installment:



## Issue and Void Invoice



Both refund to member and member purchase new items, system will issue swap invoice and settlement invoice.

Swap invoice represent member previous purchased items are cancelled and new items are purchased (if any).

Settlement invoice represent previous unpaid amount is transferred to the swap invoice and handled.

Since the swap invoice and the settlement invoice are linked, when voiding any invoice, both invoices will be void.