

Posting a Block Contracting receipt

How do I post a block contracting receipt

Account posting

Nominal posting

The screenshot shows the Millennium Cashier's Desktop software interface. The main window is titled "Millennium - Cashier's Desktop - OPSIS". The "Nominal Posting" dialog box is open, displaying the following fields and options:

- Post into financial year: 2001
- Period: 6
- Date: 18/03/2002
- Source account: Bank, Nominal
- Account code: 500 Office Bank Account
- Transaction type: Payment, Receipt
- Our reference: [Empty field]
- Detail: Block Contracting receipt
- Amount: 900.00
- Destination account: Bank, Nominal
- Multiple accounts/VAT: [Button]
- This is a posting correction:
- Account code: [Empty field]
- Transaction method: BACS Payments
- Ref / pay in no: [Empty field]
- Drawer: [Empty field]
- Clearance days: 0 (adjusted for weekends)
- Batch totals: Payments 0.00, Receipts 0.00
- Buttons: Notes, Help, Clear, Post, Close

The background of the software interface features a repeating pattern of the word "Millennium" in a stylized font, along with other terms like "Accounts", "Wills", "Deeds", and "Legal aid". The status bar at the bottom right shows "MASTER" and "18/03/2002 14:13".

Use office bank

Receipt

Enter detail and amount

Select Nominal and then click on the 'Multiple Accounts/VAT' button. This will then show the following screen.

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Nominal Posting - Multiple Accounts Amount left

Please add some nominal codes below

Code	Description	Amount	VAT code	VAT
00041900	SPAN Control Account	900.00	01	134.04

Nominal code

Amount (inc. VAT)

VAT code

VAT amount

Select the Block contracting nominal account.

Make sure that the posting is specified as standard VAT

Click on OK which will return you to the original screen

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Millennium - Cashier's Desktop - OPSIS

File Setup Printing View Links Backups Tools Window Help

Time Documents Time Documents Time Documents Time Documents

Nominal Posting

Post into financial year: 2001 Period: 6 Date: 18/03/2002 Save into batch

Source account: Bank Nominal Account code: 500 Office Bank Account

Transaction type: Payment Receipt Our reference: _____

Detail: Block Contracting receipt _____

Amount: 900.00

Destination account: Bank Nominal Multiple accounts/VAT This is a posting correction

Code	Description	Amount	VAT code	VAT
00041900	SPAN Control Account	900.00	01	134.04

Transaction method: BACS Payments Ref / pay in no: _____

Drawer: _____

Clearance days: 0 (adjusted for weekends)

Batch totals: Payments: 0.00 Receipts: 0.00

MASTER 18/03/2002 14:17

Complete the transaction method and drawer if required.

Click on Post