

Tips & Tricks

Written by the firm's resident super user, Victoria, Accredo's user tips provide helpful information, short-cuts and general pointers to help customers improve their use of Accredo.

Writing off Bad Debts

People often wait until the end of year to write off bad debts. The correct way to do this in Accredo, is to setup a Bad Debts GL account in the Trading Account Section of your GL, then setup an AR Sales Group Code mapping to this code. Raise a credit for the bad debt analysing to the Bad Debt Sales group code and post it. Raising a Credit rather than entering a Journal transaction ensures that you reclaim GST on the debt.