

General Explanation About House account

A house account is a customer account managed by the store.

The most similar everyday life situation is your personal checking account.

In order for a customer to pay using his account, he must have money in the account, in the same way that you must have money in your checking account in order to pay with a check, or you must have an approved debit amount.

In VRP approved debit amount is called credit and can be assigned in the customer profile.

When a customer pays from the account, named in VRP "house account", the purchase is paid, and the account is depleted. If the account is negative (over drawn), it is considered as payable and can be viewed in the AP module.

A customer can deposit funds into the account in the same way that you can deposit into your checking account. There is a house deposit button on the POS screen.

If you pay for an order with house account, the order balance will be zero, but the account will have less money in it. A customer paying an order with house account, will pay in full and there will be no order open balance, the balance is applied to the account.

Payments of Customer Orders and Layaway

If you are not using house account and want to pay for multiple orders or layaway using a single amount, highlight all the lines that you want to apply the payment to (on the layaway or customer orders screen), and click payment. The amount paid will be applied one by one to the highlighted customer orders or open layaways until the total amount is used. VRP will create a receipt to each one of the orders separately.

Company or Family Accounts.

You can create a relationship between 2 customer records, having the house account managed by one of them.

Let's make an example of a company ACME.

The company will have an account in VRP, Customer ID is ACME.

An employee of the company, John, has a customer ID 12345. In John's account we will enter in the "company" field ACME. That makes the relationship between John and ACME.

If ACME has a credit of \$10,000, John will be able to make purchases and debit the company's account.

You can have multiple employees and all charges will deplete ACME's account. The purchases made by John will be paid with house account, and all purchases / orders balance will be zero.

When ACME makes a deposit, the cashier will select ACME as the customer and make a house deposit.