
Invoicing and Collection

3.4. Invoices GROUPERS.

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This concept can solve very varied situations and of an easy and clear form. A grouper is a concept that does that the physical impression of an invoice acquires a different form in accordance with the needs of the client, although ALWAYS (INTERNALLY), it remains inalterable, is more, if you repeat the invoice without the grouper it will go out printed with all the concepts initiate them.

In the example we see the AIR grouper, it will do that all the concepts that appear of ROOMS, SYSTEMS and the SERVICES of H=Room Rapel, 20=Minibar, and 55=Coffee Break groups them in the only concept calling him to the same **ROOM**

The screenshot displays three overlapping windows from the software interface:

- Añadir Agrupador Facturas:** A dialog box for adding a grouper. It shows fields for 'Código' (AIRE), 'Descripción' (HABITACION), and 'Tipo' (1 - Agrupar por habitación). It also includes sections for 'Habitaciones' (DM, D, AP4, AP5, DS, DT), 'Regimenes' (DE, TI, SA, MP, PC), and 'Servicios' (H, 20, 55).
- Fichero de clientes:** A form for client data. The 'General' tab is active, showing fields for 'Nombre' (COLL, JAIME), 'Apellidos', 'Dirección 1', 'Dirección 2', 'C.P.', 'Ciudad', 'Comunidad', 'País', 'Provincia', 'Teléfono móvil', 'Teléfonos', 'Email', 'CIF', 'Tarjeta corporativa', 'Contacto', 'Web', 'VIP', 'Sector', 'Riesgo max.', 'Exento IVA', 'Tipo pago', 'Días pago', 'Fac. diferida', 'E-factura', 'Saldo haber', 'Saldo pdte.', 'Últ. visita', 'Fecha alta', 'Black list', 'Autorización Email', 'Autorización SMS', and 'Email Verificado'.
- Agrupador facturas:** A settings panel for the 'AIRE' grouper. It includes fields for 'Condiciones especiales', 'Contraseña', 'Últ. factura' (200900222), 'Matricula', 'Canal' (VAR), 'Segmento', 'Empresa', 'Agencia', 'Implant', and six 'Tarifa % Descuento' fields (1-6). It also has 'Motivo de visita 1' and 'Motivo de visita 2'.

A red arrow points from the 'Agrupador facturas' panel to the 'Añadir Agrupador Facturas' dialog box.

It is very comfortable if certain CLIENTS, AGENCIES / COMPANIES, which use the above mentioned option because they always want a certain invoice format, to say it to him in its card, so that he should always gather it for defect



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There are exist three different ways of grouping :

- ❖ Room Groupers. It groups all the concepts of a room to us according to the grouper one.
- ❖ Add all in One. It groups all the concepts equally to the margin of the different Rooms.
- ❖ Rooms x Days x Amount. It groups all the rooms in its different days and equal amounts. This is what is called an invoice PORXPOR

Menú Principal / Facturación y Cobros / 3.4. Agrupadores de facturas

Editar Agrupador Facturas

Código: AIRE

Descripción: HABITACION

Tipo: 1 - Agrupar por habitación

Regímenes: DE, MP, PC, SA, TI, []

Servicios: 20, 55, H, []