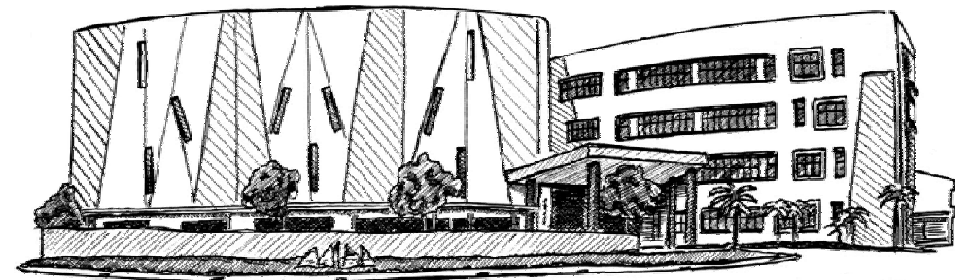


Invoices Layout



November 2.017





Invoices Layout Configuration

Class One

You must access the Invoices section in the configuration part.

Main menu / Backoffice / B.B. Setup - Formats/Interfaces User: admin1

Test!

Optional parameters:

- Invoices
- Travelers report
- Police & Travelers
- Accommodation contract
- INE
- PBX
- Voxel
- Keycard
- Scanner

General

Lines per page: 25

Break page literal: Suma y Sigue

Margins (top, bot, right, left):

Font (Type / Size): Courier 10

Tax receipts: [dropdown]

Do not show advances in proformas: [checkbox]

Copies: [input]

Background: [X] [Image]

Background Proforma: [X] [Image]

Header

Hide Name: [checked]

Hide NIF: [checked]

Hide Address: [checked]

Web: [input]

Email: [input]

Phone: [input]

Personification: [input] 0 [Left] [dropdown]

Logo: [input] 0 [Left] [dropdown]

Client: [input] 1 [Left] [dropdown]

Weights: [input] 0 [Left] [dropdown]

Position: [Left] [dropdown]

Margin Left: [input] 0

Margin Right: [input] 0

Margin Top: [input] 0

Show Account Client: [checkbox]

Drag and drop the boxes that represent the fields to the rows below to include them in the invoice. Double click to change literal

Days: [input]

Layout (rows, cols): [input] 2 [input] 8

Space between layout rows: [input] 5



Invoices Layout Configuration

If we press Test it will give us the result of what we have done, as our invoice would come out.

Test!

General

Lines per page: 25

Break page literal

Margins (top, bot, right, left)

Font (Type / Size)

Background

User: admin1

Print Invoice

Invoice: PROFORMA Total: 2,250.00

Pax: 2

Currency:

Summarized invoice: ☐

Invoice grouper:

Remarks:

Email:

Contact:

San Francisco Hotel Monumento

http://www.classone.es
email: soporte@classone.es
Teléfono Reservas: +34981613709

JOHN DOE
WALL STREET, 125WALL STREET, 125WALL STREET
New York
11111 New York
44444444W

Hab.	Fecha Factura	Fecha entrada	Fecha salida	Pax	# Factura
1001	16-11-2017	12-11-2017	16-11-2017	2	Proforma

Fecha/Date	Servicio/Service	Importe Amount
13-11-2017	Cargo 30	45.00
13-11-2017	Cargo 7	45.00
13-11-2017	Cargo 20	45.00
13-11-2017	Cargo 1	45.00
13-11-2017	Cargo 0	45.00
13-11-2017	Cargo 22	45.00
14-11-2017	Cargo 39	45.00
14-11-2017	Cargo 21	45.00
14-11-2017	Cargo 25	45.00
14-11-2017	Cargo 22	45.00
14-11-2017	Cargo 15	45.00
14-11-2017	Cargo 17	45.00
14-11-2017	Cargo 0	45.00
14-11-2017	Cargo 18	45.00
14-11-2017	Cargo 26	45.00
14-11-2017	Cargo 0	45.00
14-11-2017	Cargo 9	45.00
14-11-2017	Cargo 4	45.00
14-11-2017	Cargo 14	45.00
14-11-2017	Cargo 10	45.00

Suma y Sigue

IBAN: ES802105230800033690877
SWIFT: CSPN22

San Francisco Hotel Monumento
Calle de San Francisco 2 de 10000 Cargo de Comercio 11111 Calle de Comercio
T: +34 981 50 16 54 F: +34 981 571 958
www.sanfranciscohotel.com

Print Invoice

Invoice: PROFORMA Total: 2,250.00

Pax: 2

Currency:

Summarized invoice: ☐

Invoice grouper:

Remarks:

Email:

Contact:

San Francisco Hotel Monumento

http://www.classone.es
email: soporte@classone.es
Teléfono Reservas: +34981613709

JOHN DOE
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New York
11111 New York
44444444W

Hab.	Fecha Factura	Fecha entrada	Fecha salida	Pax	# Factura
1001	16-11-2017	12-11-2017	16-11-2017	2	Proforma

Fecha/Date	Servicio/Service	Importe Amount
14-11-2017	Cargo 37	45.00
15-11-2017	Cargo 20	45.00
15-11-2017	Cargo 30	45.00
15-11-2017	Cargo 18	45.00
15-11-2017	Cargo 0	45.00
15-11-2017	Cargo 5	45.00
15-11-2017	Cargo 34	45.00
15-11-2017	Cargo 10	45.00
15-11-2017	Cargo 17	45.00
15-11-2017	Cargo 39	45.00
15-11-2017	Cargo 21	45.00
16-11-2017	Cargo 17	45.00
16-11-2017	Cargo 34	45.00
16-11-2017	Cargo 36	45.00
16-11-2017	Cargo 12	45.00
16-11-2017	Cargo 19	45.00
16-11-2017	Cargo 33	45.00
16-11-2017	Cargo 25	45.00
16-11-2017	Cargo 23	45.00
16-11-2017	Cargo 10	45.00

Importe base	% Impuesto	Importe Impuesto	Total
720.00	0.00	0.00	720.00
450.00	0.00	0.00	450.00
630.00	0.00	0.00	630.00
			1.800.00

Forma de pago: EFECTIVO (360.00), VISA (1.080.00) Saldo: 360.00

IBAN: ES802105230800033690877
SWIFT: CSPN22

Muchas gracias por su estancia

San Francisco Hotel Monumento
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www.sanfranciscohotel.com



Invoices Layout Configuration



Test!

General

Lines per page: 25

Break page literal: Suma y Sigue

Margins (top, bot, right, left):

Font (Type / Size): Courier 10

Tax receipts:

Do not show advances in proformas:

Copies:

Background:

Corporate Invoice Fund

Header and total margins, expressed in pixels:
Upper, lower, right, left margin

Header

Hide Name: ☒

Hide NIF: ☒

Hide Address: ☒

Web: http://www.classone.es

Email: soporte@classone.es

Phone: +34981613709

Hotel personification data

If they don't have value, it doesn't print anything. Although they are specified as Web/Email/Telephone they can have the desired values

Header

Hide Name: ☒

Hide NIF: ☒

Hide Address: ☒

Web: http://www.classone.es

Email: soporte@classone.es

Phone: +34981613709

san Francisco

http://www.classone.es
email: soporte@classone.es
Teléfono Reservas: +34981613709

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4444444W

san Francisco

CIF: B15173172
http://www.classone.es
email: soporte@classone.es
Teléfono Reservas: +34981613709

JOHN DOE
WALL STREET, 125WALL STREET, 125WALL STREET
New York
11111 New York
4444444W



Invoices Layout

Configuration Hotel and Client's personalization data

Class One

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JOHN DOE
WALL STREET, 125WALL STREET, 125WALL STREET
New York
11111 New York
44444444W

CIF: B15173172
http://www.classone.es
email: soporte@classone.es
Teléfono Reservas: +34981613709

Vary the margins

Weights

Position

Margin Left

Margin Right

Margin Top

0

Left

0

0

0

0

Left

0

0

0

1

Left

360

5

35

Show Account Client:

Weights

Position

Margin Left

Margin Right

Margin Top

Proportion of this field comparing with the orders: If it is zero, it is not shown. If one field is 2 and another one is 1, the first field would be twice as wide as the second one.

Weights

Position

Margin Left

Margin Right

Margin Top

Personification

0

Left

0

0

0

Logo

0

Left

0

0

0

Client

1

Left

360

5

35

Show Account Client:

Logo

It does not make much sense for it to be included if we actually give a fund, even though it might be the case that the fund did not exist then it would make sense.

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Teléfono Reservas: +34981613709



JOHN DOE
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New York
11111 New York
44444444W

(43000000)



Invoices Layout

Invoice Body Data Configuration

Class One

Drag and drop the boxes that represent the fields to the rows below to include them in the invoice. Double click to change literal

Layout (rows, cols):

Space between layout rows:

Headers in bold: ☒

Show borders: ☐



# Booking	Time	Page	Rooms
Copy	Days	Voucher	

Room	Date Invoice	Check in date	Check out date	Pax	# Invoice
------	--------------	---------------	----------------	-----	-----------

No Borders

Hab.	Fecha Factura	Fecha entrada	Fecha salida	Pax	# Factura
1001	16-11-2017	12-11-2017	16-11-2017	2	Proforma
Fecha/Date		Servicio/Service			Importe Amount
13-11-2017	Cargo 12				45,00

Drag and drop the boxes that represent the fields to the rows below to include them in the invoice. Double click to change literal

Room	# Invoice	# Booking	Date Invoice
Time	Page	Rooms	Pax
Check in date	Check out date	Copy	Days
Voucher			

Body Header Configuration

The most important thing is to know how we want to define our header prior to the body of the invoice.

Example 1. A single line of 6 columns

Example 2. Three lines of 3 columns

Layout (rows, cols):

Space between layout rows:

Headers in bold: ☒

Show borders: ☐



Hab.	Fecha Factura	Fecha entrada	Fecha salida	Pax	# Factura
1001	16-11-2017	12-11-2017	16-11-2017	2	Proforma
Fecha/Date		Servicio/Service			Importe Amount
13-11-2017	Cargo 3A				45,00

# Factura	Fecha Factura	# Reserva
Proforma	16-11-2017	2234323
Fecha entrada	Fecha salida	Habs.
12-11-2017	16-11-2017	1
Voucher	Copia	Hora
V-23424		11:54



Invoices Layout

Invoice Body Data Configuration

Class One

Drag and drop the boxes that represent the fields to the rows below to include them in the invoice. Double click to change literal

Room	# Invoice	# Booking	Date Invoice
Time	Page	Rooms	Pax
Check in date	Check out date	Copy	Days

Voucher

Layout (rows, cols):

2

8

Space between layout rows:

5

Headers in bold:

☒

Show borders:

☐

Remarks in bold:

Never show voucher in room number:



Print Invoice



Invoice

2019090007

Total

1,800.00

Pax

2

Currency

Summarized invoice

☐

Invoice grouper

Remarks

Como consecuencia de los últimos avances tecnológicos existen nuevos actores en el mercado que juega

Email

Contact

Javier Gonzalez Otero

Credit footer

☒



Observations can have up to 256 characters

Hab.
1001

Fecha Factura
16-11-2017

Fecha entrada
12-11-2017

Fecha salida
16-11-2017

Pax
2

Factura
Proforma

Como consecuencia de los últimos avances tecnológicos existen nuevos actores en el mercado que juega
Javier Gonzalez Otero

Fecha/Date

Servicio/Service

Importe
Amount

13-11 13-11

Cargo 22

45,00



Invoices Layout

Body Header Configuration

Class One

Services

Literal Date: Literal Service:

Literal Amount: Literal Balance:

Column Balance ☐

Color Header ☐

The literals can be put as you wish, they can occupy one or two lines depending on lengths and fonts. If you want to force two lines, leave whites from one to the other literal.

Whether or not to include the Balance column.
Examples included column

Change colors.
If you put it in white it comes out

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New York
11111 New York
44444444W

Hab.	Fecha Factura	Fecha entrada	Fecha salida	Pax	# Factura
1001	16-11-2017	12-11-2017	16-11-2017	2	Proforma

Fecha/Date	Servicio/Service	Importe Amount
13-11-2017	Cargo 35	45,00
13-11-2017	Cargo 16	45,00

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New York
11111 New York
44444444W

Hab.	Fecha Factura	Fecha entrada	Fecha salida	Pax	# Factura
1001	16-11-2017	12-11-2017	16-11-2017	2	Proforma

Fecha/Date	Servicio/Service	Importe Amount	Saldo/Balance
13-11-2017	Cargo 36	45,00	45,00
13-11-2017	Cargo 11	45,00	45,00

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11111 New York
44444444W

Hab.	Fecha Factura	Fecha entrada	Fecha salida	Pax	# Factura
1001	16-11-2017	12-11-2017	16-11-2017	2	Proforma

Fecha/Date	Servicio/Service	Importe Amount	Saldo/Balance
13-11-2017	Cargo 9	45,00	45,00



Invoices Layout

Invoice footer configuration

Class One

Footer configuration interface. The 'Credit footer' checkbox is highlighted with a red box.

Total Invoice in bold: ☒
Show borders Totals: ☒

Bill footer

B I

Muchas gracias por su visita, les deseamos un buen viaje.
Thank you for your visit, we wish you a nice trip.

Credit footer

B I

ROGAMOS ABONEN LA PRESENTE FACTURA EN UN PLAZO DE 30 DIAS POR TRANSFERENCIA A LA CUENTA ESXX XXXX XXXX XXXX XXXX O POR CHEQUE
WE KINDLY REQUEST YOU TO SETTLE THIS INVOICE IN MAXIMUM 30 DAYS TIME
BY BANK TRANSFER TO OUR ACCOUNT ESXX XXXX XXXX XXXX XXXX
ATENTAMENTE / TOURS FAITHFULLY
Hoteles Class One

Caracteres (con HTML): 124/3000

Print Invoice interface. The 'Credit footer' checkbox is highlighted with a red box.

Invoice: 2019090007 Total: 1.800,00

Pax: 2
Currency:
Summarized invoice: ☐
Invoice grouper:
Remarks:
Email:
Contact:
Credit footer: ☒

Icons:

Invoice preview for 16-11-2017, Cargo 22, 45,00, 1.800,00.

Importe base	% Impuesto	Importe Impuesto	Total
540,00	0,00	0,00	540,00
630,00	0,00	0,00	630,00
630,00	0,00	0,00	630,00
			1.800,00

Forma de pago: EFECTIVO (360,00), VISA (1.080,00) Saldo: 360,00

Muchas gracias por su visita, les deseamos un buen viaje.
Thank you for your visit, we wish you a nice trip.
Hoteles Class One

IBAN: ES9021053230800033690877
SWIFT: CSPAES2L

San Francisco Hotel Monumento
Calle de San Francisco 3 • 15705 Santiago de Compostela • A Coruña, España
T+34 981 58 16 34 • F+34 981 575 916
www.sanfranciscohotel.com

Invoice preview for 16-11-2017, Cargo 22, 45,00, 1.800,00.

Importe base	% Impuesto	Importe Impuesto	Total
540,00	0,00	0,00	540,00
630,00	0,00	0,00	630,00
630,00	0,00	0,00	630,00
			1.800,00

Forma de pago: EFECTIVO (360,00), VISA (1.080,00) Saldo: 360,00

ROGAMOS ABONEN LA PRESENTE FACTURA EN UN PLAZO MAXIMO DE 30 DIAS POR TRANSFERENCIA A LA CUENTA ESXX XXXX XXXX XXXX XXXX O POR CHEQUE.
WE KINDLY REQUEST YOU TO SETTLE THIS INVOICE IN MAXIMUM 30 DAYS TIME
BY BANK TRANSFER TO OUR ACCOUNT ESXX XXXX XXXX XXXX XXXX
ATENTAMENTE / YOURS FAITHFULLY.
Hoteles Class One

IBAN: ES9021053230800033690877
SWIFT: CSPAES2L

San Francisco Hotel Monumento
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