Account Statement

- Description
- Configuration
- Admin Area
- Client Area

Description

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Account Statement

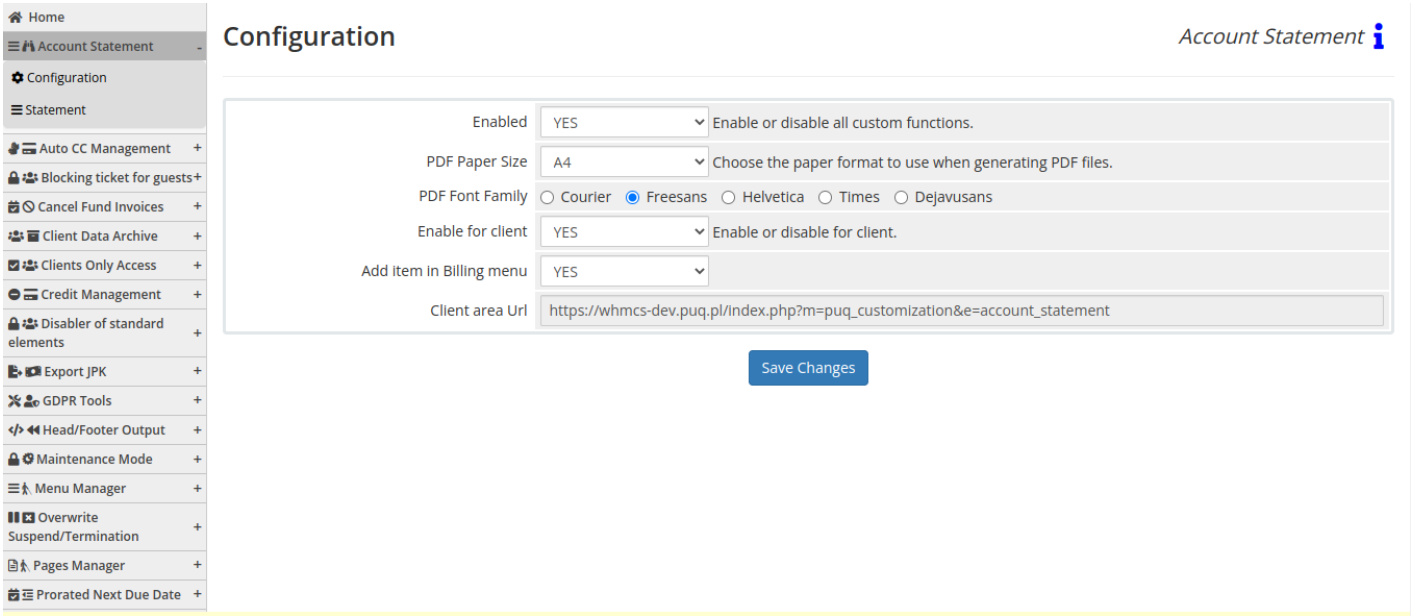
The **"Account Statement"** extension provides both administrators and clients with the ability to generate a statement summarizing their financial activities within the WHMCS system. This statement can be viewed as an HTML page or downloaded as a PDF file, offering flexibility and convenience. The extension allows users to access information on paid invoices, unpaid invoices, refunded invoices, transactions, and credits.

The "Account Statement" extension enhances the functionality of WHMCS by allowing administrators and clients to generate comprehensive financial statements. With the ability to view statements in HTML or download them as PDF files, users can conveniently track and review their financial activities within the system. The extension's flexible configuration options further enhance its usability and adaptability to suit individual needs.

Configuration

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Enabled - Enabling or disabling all custom functions of this extension affects the automation and visibility of its features in the client area. When extension disabled, the automation capabilities and related features provided by the extension will not be active or visible to clients. However, as an administrator, you will still have access to configure and utilize the extension's functionalities through the administration interface. This gives you the flexibility to control the visibility and automation aspects of the extension based on your specific needs and preferences.

The "Account Statement" extension offers various configuration options to customize its functionality. To configure the extension, follow the steps below:

Configuring PDF Options: The following options allow you to customize the PDF generation settings:

1. PDF Paper Size: Choose the preferred paper format for generating PDF files. Select either A4 or Letter.
   - If you prefer the A4 paper size, select "A4" from the dropdown menu.
   - If you prefer the Letter paper size, select "Letter" from the dropdown menu.
2. PDF Font Family: Select the font family to use in the PDF statement. Choose from the available options: Courier, Freesans, Helvetica, Times, Dejavusans.
   - Select the desired font family that best suits your preferences and formatting

requirements.

Client Configuration: The following option allows you to control the visibility and availability of the account statement feature for clients:

1. Enable for client: Specify whether the account statement feature should be enabled or disabled for clients.
   - Select "YES" to enable the account statement feature for clients.
   - Select "NO" to disable the account statement feature for clients.

Menu Integration: The following option determines whether to add a dedicated item in the billing menu for easy access to the account statement:

1. Add item in Billing menu: Decide whether you want to include a dedicated item in the billing menu.
   - Select "YES" to add a menu item for quick access to the account statement.
   - Select "NO" to exclude the account statement from the billing menu.

Additional Information: If you need to access the client area URL related to the account statement, you can use the following URL:

- Client area URL

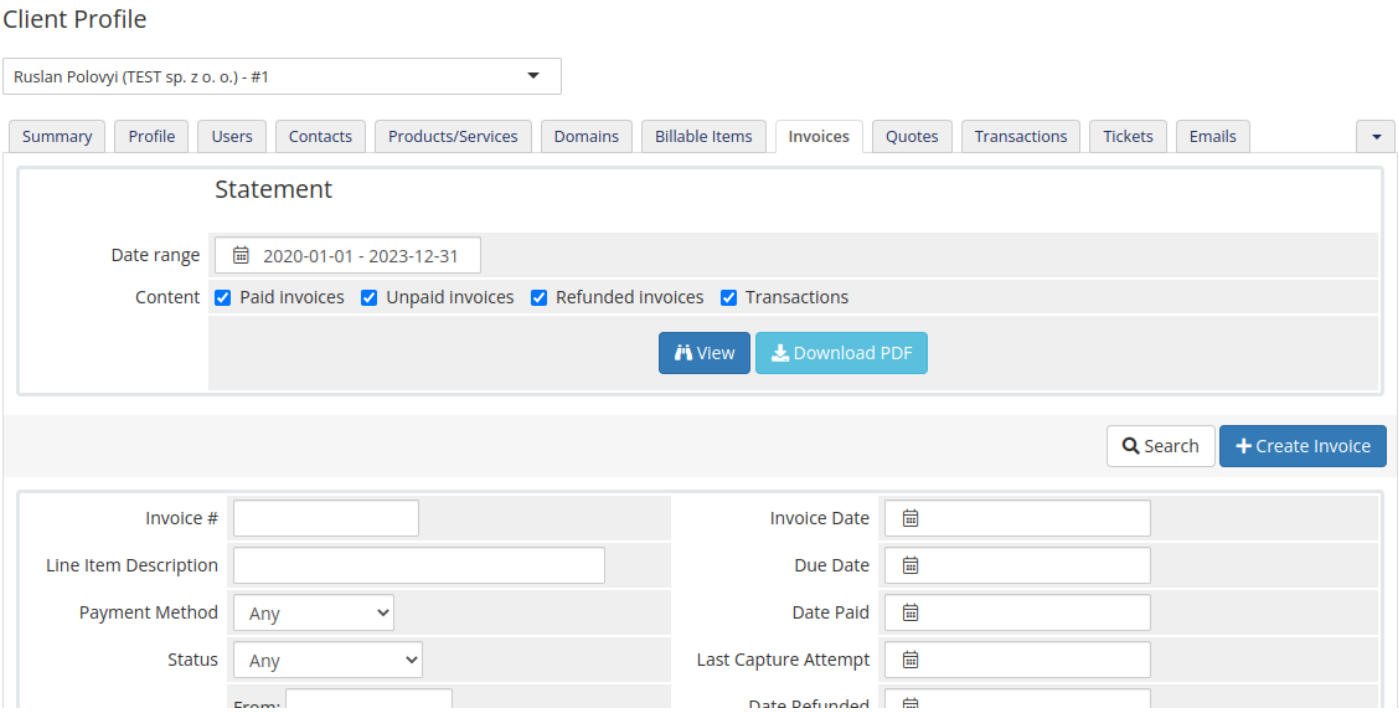
Remember to save your configuration changes once you have completed the desired settings adjustments.

Conclusion: By configuring the options provided by the "Account Statement" extension, you can customize the PDF generation settings, control client access to the feature, and integrate the account statement within the billing menu, tailoring it to your specific requirements and preferences.

Admin Area

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As an administrator, you have access to generate an account statement through the client's profile in the "Invoices" tab. To generate an account statement, follow the steps below:

1. Log in to your WHMCS admin area.
2. Navigate to the client's profile for whom you want to generate the account statement.
3. Click on the "Invoices" tab within the client's profile.

Generating the Account Statement:

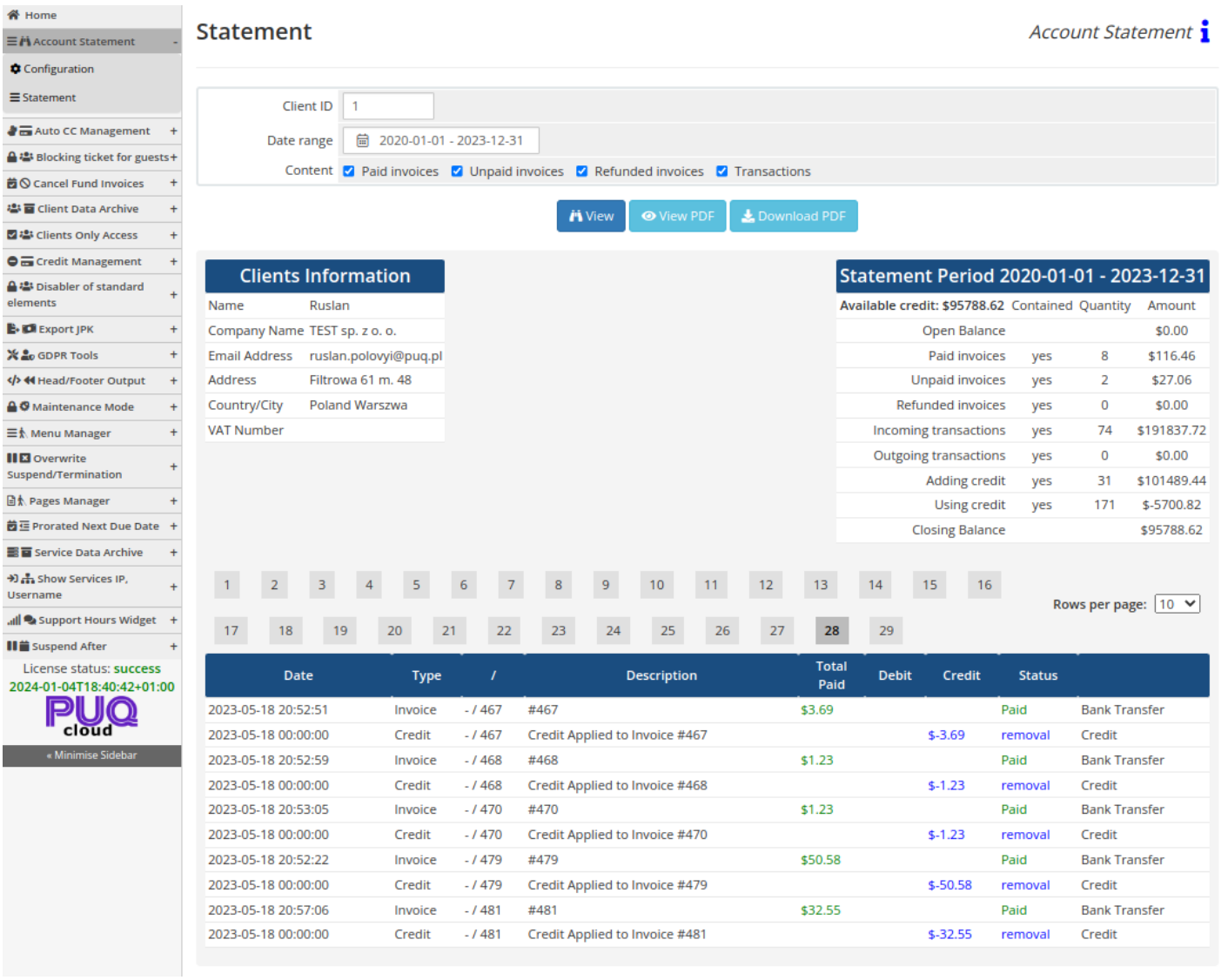
1. Specify the desired date range for the account statement by entering the start and end dates in the provided field.
2. Select the data you want to include in the account statement. You can choose from the following options:
   - Paid Invoices
   - Unpaid Invoices
   - Refun
   - ded Invoices

- Transactions
- Credits

3. Once you have selected the desired options, click on the "View" or "Download PDF" button.
   - If you click "View," the account statement will be displayed as an HTML page.
   - If you click "Download PDF," the account statement will be generated as a downloadable PDF file.
4. Review the generated account statement, which will include the selected data within the specified date range.

Note: The account statement provides a comprehensive overview of the client's financial activity based on the selected criteria.

By following these steps, you can generate and view/download the account statement for the selected client, allowing you to review their financial information and activity within the specified date range.



Statement

PUQ cloud

PUQ sp. z o.o.
NIP: 5252834345
VAT-UE: PL5252834345
Adres: ul. Szczęsna 26,
02-454 Warszawa
Numer konta: 31 1140 2004 0000 3602 8195 7074
Numer rachunku VAT: 55 1140 2004 0000 3603 0086 3785
VAT Number: PL5252834345

Account Statement

Start date: 2020-01-01

End date: 2023-12-31

TEST sp. z o. o.
Ruslan Polovyi
Filtrowa 61 m. 48
Warszawa, Mazowickie, 02-502
Poland

Open Balance:	$0.00
Paid invoices (8):	$116.46
Unpaid invoices (2):	$27.06
Refunded invoices (0):	$0.00
Incoming transactions (74):	$191837.72
Outgoing transactions (0):	$0.00
Adding credit (31):	$101489.44
Using credit (171):	$-5700.82
Closing Balance:	$95788.62

Date	Type Status	Trans. ID Inv. ID	Description	Total	Debit	Credit	Pay. Method
2022-09-07 00:00:00	Credit addition	- -	Upgrade/Downgrade Credit		$0.00		Credit
2022-09-07 00:00:00	Credit addition	- -	Upgrade/Downgrade Credit		$1.00		Credit
2022-09-07 00:00:00	Credit addition	- -	Upgrade/Downgrade Credit		$6.50		Credit
2022-09-07 00:00:00	Credit addition	- -	Upgrade/Downgrade Credit		$70.00		Credit
2022-09-28 00:00:00	Credit addition	- -	Upgrade/Downgrade Credit		$0.00		Credit
2022-09-07 00:00:00	Credit addition	- -	Upgrade/Downgrade Credit		$0.00		Credit
2022-09-06 00:00:00	Credit addition	- -	Upgrade/Downgrade Credit		$0.00		Credit
2022-09-08 00:00:00	Credit addition	- -	Upgrade/Downgrade Credit		$6.28		Credit
2022-07-21 00:00:00	Credit addition	sdfsdf -	esdfsdf (Trans ID: sdfsdf)		$1000.00		Credit
2022-07-21 14:57:54	Transaction in	sdfsdf -	esdfsdf		$1000.00		Local
2022-06-27 00:00:00	Credit addition	- -	Upgrade/Downgrade Credit		$0.89		Credit

Date	Type Status	Trans. ID Inv. ID	Description	Total	Debit	Credit	Pay. Method
2023-05-09 00:00:00	Credit removal	- 405	Credit Applied to Invoice #405			$-4.92	Credit
2023-05-18 01:24:52	Invoice Paid	- 466	#466	$12.30			Bank Transfer
2023-05-18 00:00:00	Credit removal	- 466	Credit Applied to Invoice #466			$-12.30	Credit
2023-05-18 20:52:51	Invoice Paid	- 467	#467	$3.69			Bank Transfer
2023-05-18 00:00:00	Credit removal	- 467	Credit Applied to Invoice #467			$-3.69	Credit
2023-05-18 20:52:59	Invoice Paid	- 468	#468	$1.23			Bank Transfer
2023-05-18 00:00:00	Credit removal	- 468	Credit Applied to Invoice #468			$-1.23	Credit
2023-05-18 20:53:05	Invoice Paid	- 470	#470	$1.23			Bank Transfer
2023-05-18 00:00:00	Credit removal	- 470	Credit Applied to Invoice #470			$-1.23	Credit
2023-05-18 20:52:22	Invoice Paid	- 479	#479	$50.58			Bank Transfer
2023-05-18 00:00:00	Credit removal	- 479	Credit Applied to Invoice #479			$-50.58	Credit
2023-05-18 20:57:06	Invoice Paid	- 481	#481	$32.55			Bank Transfer
2023-05-18 00:00:00	Credit removal	- 481	Credit Applied to Invoice #481			$-32.55	Credit
2023-05-22 15:10:00	Invoice Paid	- 482	#482	$1.35			Bank Transfer
2023-05-22 15:10:00	Transaction in	tr 13246579 482	Invoice Payment		$1.35		Bank Transfer
2023-05-22 15:10:16	Invoice Paid	- 483	#483	$13.53			Bank Transfer
2023-05-22 15:10:16	Transaction in	tr 445566445 483	Invoice Payment		$13.53		Bank Transfer
2023-05-23 00:00:00	Invoice Unpaid	- 484	#484	$13.53			Bank Transfer
2023-05-24 00:00:00	Invoice Unpaid	- 485	#485	$13.53			Bank Transfer

Client Area

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Account Statement

Date range

2023-01-01 - 2023-12-31

Content

- [x] Paid invoices
- [x] Unpaid invoices
- [x] Refunded invoices
- [x] Transactions

View | Download PDF

Statement Period: 2023-01-01 - 2023-12-31

Available credit: $95788.62	Contained	Quantity	Amount
Open Balance			$96483.62
Paid invoices	yes	8	$116.46
Unpaid invoices	yes	2	$27.06
Refunded invoices	yes	0	$0.00
Incoming transactions	yes	6	$281.98
Outgoing transactions	yes	0	$0.00
Adding credit	yes	7	$243.70
Using credit	yes	72	$-938.70
Closing Balance			$95788.62

1 2 3 4 5 6 7 8 9 10 Rows per page: 10

Date	Type		Description	Total	Debit	Credit	
2023-01-03 00:00:00	Credit removal	- 249	Credit Applied to Invoice #249			$-1.23	Credit
2023-01-03 00:00:00	Credit removal	- 250	Credit Applied to Invoice #250			$-1.23	Credit
2023-01-03 00:00:00	Credit addition	- 251	Credit Removed - Reason: Order status changed to Cancelled - Invoice #251		$1.23		Credit
2023-01-03 00:00:00	Credit removal	- 251	Credit Applied to Invoice #251			$-1.23	Credit
2023-01-03 00:00:00	Credit removal	- 252	Credit Applied to Invoice #252			$-1.23	Credit
2023-01-03 00:00:00	Credit removal	- 253	Credit Applied to Invoice #253			$-2.46	Credit
2023-01-03 00:00:00	Credit removal	- 254	Credit Applied to Invoice #254			$-2.46	Credit
2023-01-03	Credit	-	Credit Applied to Invoice #255			$-1.23	Credit

Generating Account Statement as a Client

1. Log in to your client area using your login credentials.
2. In the main navigation menu, locate the "Billing" section and click on it.
3. In the dropdown menu, find and select "Account Statement".
4. You will be redirected to the "Account Statement" page where you can configure the statement.
5. Enter the desired date range in the respective fields. You can choose the start and end dates to define the period for which you want to generate the account statement.
6. Check the relevant content options for the statement. Available options include "Paid invoices," "Unpaid invoices," "Refunded invoices," and "Transactions."
7. Once you have entered the date range and selected the content options, click the "View" button to see the statement in a tabular format, which will be displayed in the same window.
8. If you prefer to save the statement as a PDF file, click the "Download PDF" button. The PDF file will be downloaded to your device.
9. After you have finished using the account statement page, remember to log out of your client area, especially if you are on a shared computer or using a device accessible to others.

Please note that the account statement generation functionality is subject to your permissions and access rights in the WHMCS system. If you have any questions or issues, please reach out to your account administrator or customer support for assistance.

Statement

PUQ sp. z o.o.
NIP: 5252834345
VAT-UE: PL5252834345
Adres: ul. Szczęsna 26,
02-454 Warszawa
Numer konta: 31 1140 2004 0000 3602 8195 7074
Numer rachunku VAT: 55 1140 2004 0000 3603 0086 3785
VAT Number: PL5252834345

Account Statement

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Ruslan Polovyi
Filtrowa 61 m. 48
Warszwa, Mazowickie, 02-502
Poland

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2023-05-22 15:10:16	Transaction in	tr 445566445 483	Invoice Payment		$13.53		Bank Transfer
2023-05-23 00:00:00	Invoice Unpaid	- 484	#484	$13.53			Bank Transfer
2023-05-24 00:00:00	Invoice Unpaid	- 485	#485	$13.53			Bank Transfer