

# Admin Area

## PUQ Customization module **WHMCS**

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### Client Profile

Ruslan Polovyi (TEST sp. z o. o.) - #1

Summary
Profile
Users
Contacts
Products/Services
Domains
Billable Items
Invoices
Quotes
Transactions
Tickets
Emails

#### Statement

Date range

Content ☒ Paid Invoices ☒ Unpaid Invoices ☒ Refunded Invoices ☒ Transactions

[View](#) [Download PDF](#)

[+ Create Invoice](#)

Invoice #	<input type="text"/>	Invoice Date	<input type="text"/>
Line Item Description	<input type="text"/>	Due Date	<input type="text"/>
Payment Method	<input type="text" value="Any"/>	Date Paid	<input type="text"/>
Status	<input type="text" value="Any"/>	Last Capture Attempt	<input type="text"/>
Example		Date Refunded	<input type="text"/>

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

- deb 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.

Home

Account Statement

Configuration

Statement

Auto CC Management

Blocking ticket for guests

Cancel Fund Invoices

Client Data Archive

Clients Only Access

Credit Management

Disabler of standard elements

Export JPK

GDPR Tools

Head/Footer Output

Maintenance Mode

Menu Manager

Overwrite Suspend/Termination

Pages Manager

Prorated Next Due Date


Service Data Archive

Show Services IP, Username

Support Hours Widget

Suspend After

License status: success  
2024-01-04T18:40:42+01:00




Minimise Sidebar

Statement

Client ID

1

Date range

 2020-01-01 - 2023-12-31

Content

☒ Paid invoices ☒ Unpaid invoices ☒ Refunded invoices ☒ Transactions

- View
- View PDF
- Download PDF

Clients Information	
Name	Ruslan
Company Name	TEST sp. z o. o.
Email Address	ruslan.polovyi@puq.pl
Address	Filtrowa 61 m. 48
Country/City	Poland Warszawa
VAT Number	

Statement Period 2020-01-01 - 2023-12-31			
Available credit: \$95788.62		Contained	Quantity Amount
Open Balance			\$0.00
Paid invoices	yes	8	\$116.46
Unpaid invoices	yes	2	\$27.06
Refunded invoices	yes	0	\$0.00
Incoming transactions	yes	74	\$191837.72
Outgoing transactions	yes	0	\$0.00
Adding credit	yes	31	\$101489.44
Using credit	yes	171	\$-5700.82
Closing Balance			\$95788.62

- 12345678910111213141516
- 17181920212223242526272829
- Rows per page: 10

Date	Type	/	Description	Total Paid	Debit	Credit	Status	
2023-05-18 20:52:51	Invoice	- / 467	#467	\$3.69			Paid	Bank Transfer
2023-05-18 00:00:00	Credit	- / 467	Credit Applied to Invoice #467		\$-3.69		removal	Credit
2023-05-18 20:52:59	Invoice	- / 468	#468	\$1.23			Paid	Bank Transfer
2023-05-18 00:00:00	Credit	- / 468	Credit Applied to Invoice #468		\$-1.23		removal	Credit
2023-05-18 20:53:05	Invoice	- / 470	#470	\$1.23			Paid	Bank Transfer
2023-05-18 00:00:00	Credit	- / 470	Credit Applied to Invoice #470		\$-1.23		removal	Credit
2023-05-18 20:52:22	Invoice	- / 479	#479	\$50.58			Paid	Bank Transfer
2023-05-18 00:00:00	Credit	- / 479	Credit Applied to Invoice #479		\$-50.58		removal	Credit
2023-05-18 20:57:06	Invoice	- / 481	#481	\$32.55			Paid	Bank Transfer
2023-05-18 00:00:00	Credit	- / 481	Credit Applied to Invoice #481		\$-32.55		removal	Credit



# 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

Start date: 2020-01-01

End date: 2023-12-31

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

<b>Open Balance:</b>	\$0.00
<b>Paid invoices (8):</b>	\$116.46
<b>Unpaid invoices (2):</b>	\$27.06
<b>Refunded invoices (0):</b>	\$0.00
<b>Incoming transactions (74):</b>	\$191837.72
<b>Outgoing transactions (0):</b>	\$0.00
<b>Adding credit (31):</b>	\$101489.44
<b>Using credit (171):</b>	\$-5700.82
<b>Closing Balance:</b>	\$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 tr in	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

Revision #4

Created 24 May 2023 14:31:47 by Ruslan

Updated 11 June 2024 11:43:54 by Yuliia Noha