



A deposit in Cetec is the transaction of compiling closed A/R Payments from customers and depositing them all into the bank. Imagine this is the process of taking multiple checks (from customers) to the bank. Start with clicking **Accounting**

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER A/R A/P REPORTS AUDIT

ACCOUNTING

SEARCH

Menu

WELCOME

Getting Started Guide
Enter your first piece of equipment
If you have questions, contact your account manager for documentation, or browse through the FAQ list.

Help

A/R LIST (RECEIVABLES)
A/R PAYMENT LIST
A/R PAYMENT INVOICES
DEPOSIT LIST
CREDIT MEMO LIST
UNAPPLIED CASH LIST
TAKE CASH
FINANCE CHARGES
A/R SUMMARY
A/R DETAILS
A/R BY CUSTOMER

		GP Value	GM %
Yesterday		\$0.00	\$0.00 0 %
Today		\$0.00	\$1,000.00 100 %
MTD	\$1,000.00	\$0.00	\$1,000.00 100 %
Prior MTD	\$0.00	\$290.00	\$-290.00 0 %
Prior Year MTD	\$0.00	\$0.00	\$0.00 0 %
Prior Month	\$0.00	\$290.00	\$-290.00 0 %
YTD	\$3,149.90	\$5,249.73	\$-2,099.83 -66 %
Prior YTD	\$120,000.00	\$276.25	\$119,723.75 99 %
Prior Year	\$120,000.00	\$276.25	\$119,723.75 99 %

Update

INVENTORY \$689,653.12

Category	Value	Percentage
NEU	\$638,500.00	92.7%
Other	\$51,153.12	7.3%

SALES FUNNEL

Stage	Count
First Touch	2
Qualification	1
Development	2
Quoting	1

OPEN SALES ORDERS 1

Month	Count
This Month	1
Next Month	0
Third Month	0
Remaining	0



Click **A/R**, then click **Deposit List**

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER ▾ A/R ▾ A/P ▾ REPORTS ▾ AUDIT ▾

Welcome

Getting Started Guide
Enter your first piece of equipment
If you have questions, contact your account manager, or browse through the [FAQ list](#).

DEPOSIT LIST

A/R LIST (RECEIVABLES)
A/R PAYMENT LIST
A/R PAYMENT INVOICES
DEPOSIT LIST
CREDIT MEMO LIST
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Prior Year	\$120,000.00	\$276.25	\$119,723.75 99 %

Update

INVENTORY \$689,653.12

92.7%

754
RAW
PRT
NEU
SUB
Other

SALES FUNNEL

First Touch: 2
Qualification: 1
Development: 2
Quoting: 1

OPEN SALES ORDERS ⓘ

This Month: Next Month: Third Month: Remaining:

Resale

 Click **Submit**

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER A/R A/P REPORTS AUDIT

Deposits

Entered2022-09-01 - (to)

Name

Deposit ID

Deposit(from) - (to)

StatusOpen

Value(from) - (to)

Location

Submit

CLICK 'SUBMIT' TO VIEW RESULTS

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Click the **Deposit ID**. Typically this will correlate with a single day or week that you collect all A/R Payments towards.

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER A/R A/P REPORTS AUDIT

Deposits

Entered 2022-09-01 - (to)

Name

Deposit ID

Deposit (from) - (to)

Status Open

Value (from) - (to)

Location

Submit

Displaying 1 - 2 of 2 Export +/- Columns

ID	Name	Location	Deposit To	Entered On	Value	Deposited On	Reconciled On
7			Cash	2022-09-20	\$2,402.50		
6		MN	Cash	2022-09-20	\$250,000.00		

Displaying 1 - 2 of 2 Export +/- Columns

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See all **A/R Payments** which correspond to this Deposit.

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SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER A/R A/P REPORTS AUDIT

EDIT
LEDGER
DOCUMENTS (0)
NOTES (0)

Back To All Deposits

Create Payment For Customer (customer name) Location (select location) As Part Of Deposit 7 - Cash (Date: 2022-09-20)

Create

Deposit Name

Deposit To 111000 Cash

Created By John Smith on 2022-09-20

Deposit Value \$2,402.50

Location (select location)

Deposit (pending deposit)

Update

AR Payments

Displaying 1 - 3 of 3 Export +/- Columns

Customer	Payment ID	Active	Type	Reference	CC Transaction	Value
Edge Products	11	Closed	Check (non-system)	37832433	N/A	\$865.00
Edge Products	12	Closed	Check (non-system)	0238942	N/A	\$637.50
Edge Products	13	Closed	Check (non-system)	02384233	N/A	\$900.00

Displaying 1 - 3 of 3 Export +/- Columns

Help



This means your Deposit Value matches the total value of all A/R Payments.

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER A/R A/P REPORTS AUDIT

EDIT
LEDGER
DOCUMENTS (0)
NOTES (0)

Back To All Deposits

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Create

Deposit Name

Deposit To 111000 Cash

Created By John Smith on 2022-09-20

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AR Payments

Displaying 1 - 3 of 3 Export +/- Columns

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Edge Products	12	Closed	Check (non-system)	0238942	N/A	\$637.50
Edge Products	13	Closed	Check (non-system)	02384233	N/A	\$900.00

Displaying 1 - 3 of 3 Export +/- Columns

Help



Note all A/R Payments must be finalized and closed before you can finalize the Deposit.

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER A/R A/P REPORTS AUDIT

Deposit 7

EDIT
LEDGER
DOCUMENTS (0)
NOTES (0)

[Back To All Deposits](#)
Create Payment For Customer (customer name) Location (select location) As Part Of Deposit 7 - Cash (Date: 2022-09-20)
[Create](#)

Deposit Name Edge Products Deposi

Deposit To 111000 Cash

Created By John Smith on 2022-09-20

Deposit Value \$2,402.50

Location (select location)

[Deposit](#) (pending deposit)


[Update](#)

AR Payments

Displaying 1 - 3 of 3 [Export](#) [+/- Columns](#)

Customer	Payment ID	Active	Type	Reference	CC Transaction	Value
Edge Products	11	Closed	Check (non-system)	37832433	N/A	\$865.00
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Edge Products	13	Closed	Check (non-system)	02384233	N/A	\$900.00

Displaying 1 - 3 of 3 [Export](#) [+/- Columns](#)

 You may change which account (likely a bank account) you wish to deposit this money.

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER A/R A/P REPORTS AUDIT

Deposit 7

EDIT
LEDGER
DOCUMENTS (0)
NOTES (0)

Back To All Deposits

Create Payment For Customer (customer name) Location (select location) As Part Of Deposit 7 - Cash (Date: 2022-09-20)

Create

Deposit Name Edge Products Depos

Deposit To 111000 Cash

Created By John Smith on 2022-09-20

Deposit Value \$2,402.50

Location (GL Account)
100000 Assets
110000 Current Assets
111000 Cash
112000 Undeposited Cash
113000 Inventory

Deposit (pending deposit)

Update

AR Payments

Displaying 1 - 3 of 3

Customer	Payment ID	Active	Type	CC Transaction	Value	
Edge Products	11	Closed	Check (non-system)	37832433	N/A	\$865.00
Edge Products	12	Closed	Check (non-system)	0238942	N/A	\$637.50
Edge Products	13	Closed	Check (non-system)	02384233	N/A	\$900.00

Export +/- Columns

Click **Update** to confirm any changes.

CHART/LEDGER ▾
A/R ▾
A/P ▾
REPORTS ▾
AUDIT ▾

EDIT
LEDGER
DOCUMENTS (0)
NOTES (0)

Back To All Deposits

Create Payment For Customer (customer name) Location (select location) As Part Of Deposit 7 - Cash (Date: 2022-09-20)

Create ⓘ

Deposit Name Edge Products Depos

Deposit To 111000 Cash

Created By John Smith on 2022-09-20

Deposit Value \$2,402.50

Location (select location)

Deposit (pending deposit)

Update

AR Payments

Displaying 1 - 3 of 3 Export +/- Columns

Customer	Payment ID	Active	Type	Reference	CC Transaction	Value
Edge Products	11	Closed	Check (non-system)	37832433	N/A	\$865.00
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Displaying 1 - 3 of 3 Export +/- Columns

Take Cash Objects

Nov 4, 2022

10 of 13

 Click **Deposit** to finalize and confirm the deposit.

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER A/R A/P REPORTS AUDIT

Success: Deposit Updated

Deposit Edge Products Deposit

EDIT
LEDGER
DOCUMENTS (0)
NOTES (0)

Back To All Deposits

Create Payment For Customer (customer name) Location (select location) As Part Of Deposit 7 - Edge Products Deposit - Cash (Date: 2022-09-20)

Create

Deposit Name Edge Products Depos

Deposit To 111000 Cash

Created By John Smith on 2022-09-20

Deposit Value \$2,402.50

Location (select location)

Deposit

Update

(pending deposit)

AR Payments

Displaying 1 - 3 of 3 Export +/- Columns

Customer	Payment ID	Active	Type	Reference	CC Transaction	Value
Edge Products	11	Closed	Check (non-system)	37832433	N/A	\$865.00
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Edge Products	13	Closed	Check (non-system)	02384233	N/A	\$900.00

Displaying 1 - 3 of 3 Export +/- Columns



You may click the **Ledger** link on the left-hand side of your screen to review the corresponding ledger activity. That's it. You're done!

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

CHART/LEDGER A/R A/P REPORTS AUDIT

Deposit Edge Products Deposit

EDIT
LEDGER
DOCUMENTS (0)
NOTES (0)

[Back To All Deposits](#)
Create Payment For Customer (customer name) Location (select location) As Part Of Deposit (create new deposit)
Create

Deposit Name Edge Products Depos Deposit To 111000 Cash Created By John Smith on 2022-09-20

Deposit Value \$2,402.50 Location (select location) Deposited On 2022-09-20 **Re-open**

Reconcile **Update**

AR Payments
Displaying 1 - 3 of 3 [Export](#) [+/- Columns](#)

Customer	Payment ID	Active	Type	Reference	CC Transaction	Value
Edge Products	11	Closed	Check (non-system)	37832433	N/A	\$865.00
Edge Products	12	Closed	Check (non-system)	0238942	N/A	\$637.50
Edge Products	13	Closed	Check (non-system)	02384233	N/A	\$900.00

Displaying 1 - 3 of 3 [Export](#) [+/- Columns](#)

Help



Scan to go to the interactive player