

Invoice Book

Module Guide: Invoice Book

Module Location

Accounts Receivable > Invoice Book

Module Objective

The **Invoice Book** module serves as a reference book or directory that displays a list of customers who are associated with invoices. This module is an **inquiry tool** that allows users to quickly find basic information about customers who have transactions.

1. Main View (Invoice Book List)

The main page of this module is a list that displays all customers along with their contact details.

| No. | Customer Code | Customer Name | Address | Phone | Fax |
|-----|---------------|---|--|--------------|----------------|
| 1. | 012101 | Alfa Retailindo.PT-Jakarta | Jl Lebak bulus no 8 pondok pinang kebayoran lama Jakarta selatan DKI Jakarta raya 12210 | 021 | |
| 2. | 012913 | Balon Indonesia Teknologi Telekomunikasi.Pt-Jakarta Barat | Griya Sinta Lt 3 Unit 3B Jl Tomang Raya No 39 Kalarukan Tomang Kecamatan Grogol Petamburan Jakarta Barat | 0215690748 | |
| 3. | 012948 | Bonvita Citra Prima.Pt-Sidoarjo | Jl Raya Taman No 48A RT 005 RW 001 Taman Sidoarjo | 08563200311 | |
| 4. | 012950 | Bukalapak.Com.Pt-Jakarta Selatan | Gedung Graha Pravira Lantai 2 Jl Mampang Prapatan Raya No 18 Tegol Parang Mampang Prapatan Jakarta Selatan | 08563200311 | |
| 5. | 012953 | Citra Mitra Nusantara.Pt-Bekasi | Jl Taman Harapan Indah Ruko Sentra Niaga 5 Blok SN No 22 Medan Satra Kota Bekasi | 089602586519 | |
| 6. | 013004 | Farmers Market-Surabaya | Jl Raya Kupang Indah No 07 RT 001 RW 005 Kelurahan Dukuh Kupang Kecamatan Dukuh Pakis Surabaya | 0816340663 | |
| 7. | 012821 | Greenmart.Cv-Surabaya | Graha Family Selatan III B No 47 RT 004 Wiyung Kota Surabaya | 082143347612 | |
| 8. | 012292 | Harri Hari-Pluit Blok E Jakarta Utara | Jln Jembatan 3 Sebelah Barat Blok ET No 7 Fungungan Pluit Jakarta Utara | 021-6692120 | |
| 9. | 012102 | PT. Hero Supermarket Tbk(Private Label) | ko. bintaro komersial CBD sektor VII B 7/ A. 7 nvl/r 003/02 pondok aren tangerang selatan. Banten 15224 | 021 | |
| 10. | 4463 | Hero Supermarket Tbk.PT-Jakarta | Jl.Jend Gatot Subroto 177 Kav 64 | 021 | |
| 11. | 000004 | Indogrosir - Solo | Gedung Indogrosir Lantai 3 Jl Magelang KM 6 Sinduadi Mlati Sleman | 081802764274 | |
| 12. | 012522 | Indomarco Primateama.PT-Sidoarjo | Jl Jenggala 22 Gedangan Sidoarjo | +62318951000 | +62318913333 |
| 13. | 012103 | Lion Superindo.PT-Jakarta | gedung perkantoran bidakara 2k 1322 Jl jend gatot subroto kav 7173 menteng dalamtabel Jakarta selatanDki Jakarta | 021 | |
| 14. | 012445 | Lotte Mart(DC)Belasi | Jl Sedyar 15 Blok H9 Kawasan Industri MH 2100 Bekasi | 081287121232 | |
| 15. | 012510 | Lulu Group Retail.PT-Jakarta Utara | Jl Raya Bekasi KM 24 RT 001 RW 006 Ujung Menteng Cakung Jakarta Timur DKI Jakarta | 021-64701124 | |
| 16. | UMSC00107 | MAGNETAR GLOBAL INTERNATIONAL SINGAPORE PTE. LTD (MGIPIH) | 10 ANSON ROAD NO 20 05 INTERNATIONAL PLAZA SINGAPORE 079903 | +658890872 | |
| 17. | 012104 | Matahari Putra Prima.PT-Jakarta | Gajah Mada Plaza Lt SG Jl Gajah Mada No 1926 Petojo Utara Gambir Jakarta Pusat DKI Jakarta 10130 | 021 | |
| 18. | 012485 | Midi Utama Indonesia.PT-Tangerang | Jl MH Thamrin No9 Cikokol Tangerang | 021-5549445 | 021-5575450905 |
| 19. | 012303 | Ramayani Lestari Senbova Tbk.PT-Jakarta | Jln KH Wahid Hasyim no 220 A B Jakarta | 0213151563 | |
| 20. | 012223 | Ranchi Market-Surabaya | Jl Dharmas Wajada Indah Timur 3537 Surabaya | 031 | |

View Explanation & Filters

This page is designed to make searching for customer data easy.

- **Customer Filter:** You can search for a specific customer using the **Customer Code** search bar at the top.

- **Category Filter:** There is also an **Item Category** filter that allows you to filter customers based on the category of products they purchase (e.g., FINISHED GOOD).
- **Customer List:** The table below displays the search results, complete with contact details.

Column Explanation

- **Customer Code:** The unique code for each customer.
- **Customer Name:** The official name of the customer.
- **Address:** The address of the customer.
- **Phone / Fax:** The customer's phone and fax numbers.

2. Workflow & Business Process

This module is **read-only** or for viewing data only. You cannot create, modify, or delete customer data from here.

- Use the filters at the top to quickly find a customer's contact information or address based on their code or name.

Tips & Important Notes

- This module is a useful search tool for the **Accounts Receivable (AR) team** to get customer contact information quickly.

- The **Item Category** filter can be useful for analyzing the customer base based on the types of products they purchase.
- If you need to change or add new customer data, you must do so through the **4. Sales Module**

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