

Payment Terms in SAP S/4HANA



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Terms of Payment (Basic)

Description

Terms of payment generally determine the due date and discount calculation. Terms of payment is maintained in vendor master and customer master to default at invoice level however this can be changed at invoice level as well.

Invoice level TOP gets priority during payment.

Procedure

Use below Transaction code:

Transaction code OBB8

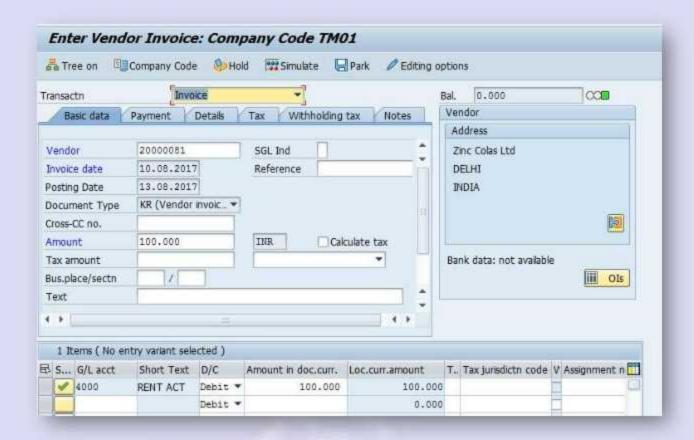
Implementation



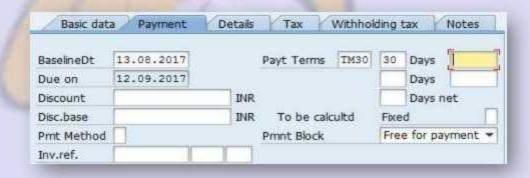


Give 4 digit TOP code (e.g. TM30), no. of day (e.g. 30), select posting date (under base line date) and save it.





Click on payment tab Payment and enter above created terms of payment TM30 and press enter button twice.



Note: in above screen system has taken posting date as base line date and due date is derived by adding 30 days in posting date, hence due date is derived correctly as TOP configuration.

Save/post the entry.



Terms of Payment (with discount)

Description

Terms of payment generally determine the due date and discount calculation.

Procedure

Use below Transaction code:

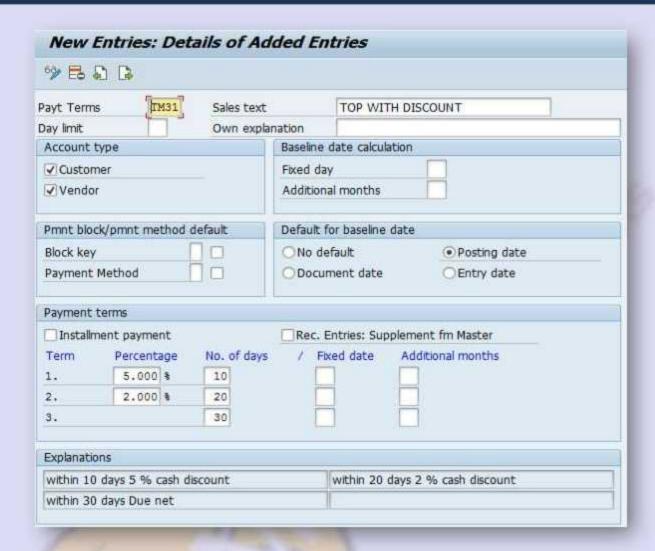
Transaction code

OBB8

Implementation



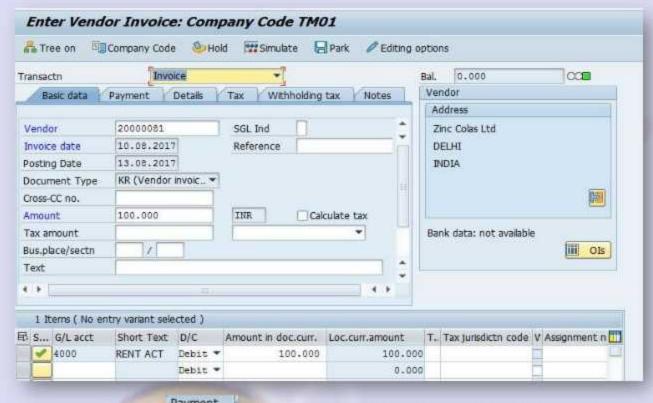




Give 4 digit TOP code (e.g. TM31), no. of day and discound percentage as shown above and select posting date (under base line date) and save it.

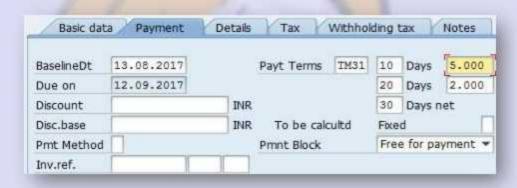


Click



Payment and enter above created terms of payment TM30 and press

on payment tab enter button twice.



Note: in above screen system has taken posting date as base line date and due date is derived by adding 30 days in posting date, discount percentages are also derived in above screen, hence due date and discounts are appearing correctly as per TOP configuration.



Terms of Payment (Fixed date)

Description

Terms of payment generally determine the due date and discount calculation.

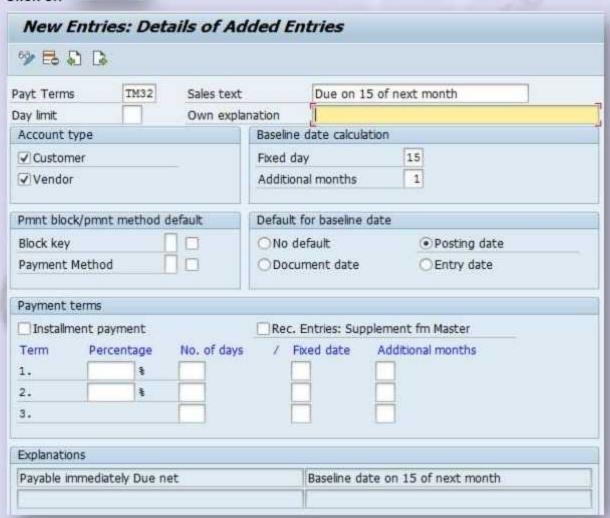
Procedure

Use below Transaction code:

Transaction code OBB8

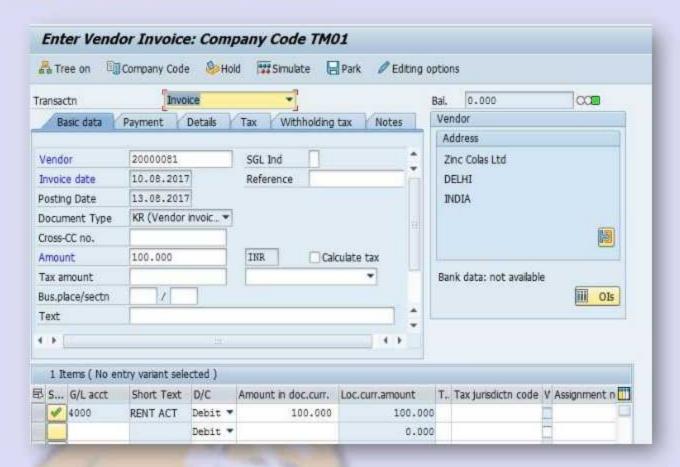
Implementation

Requirement: Invoice should be due on every 15th of next month.

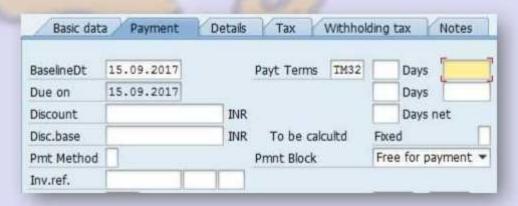




Give 4 digit TOP code (e.g. TM32), fixed days and additional month (e.g. 15 and 1), select posting date (under base line date) and save it.



Click on payment tab Payment and enter above created terms of payment TM30 and press enter button twice.





In above screen the due date 15^{th} of next has been calculated correctly as per configuration .

Save/Post it.

Terms of Payment (Installment Payment)

Description

Terms of payment generally determine the due date and discount calculation.

Procedure

Use below Transaction code:

Transaction code

OBB8

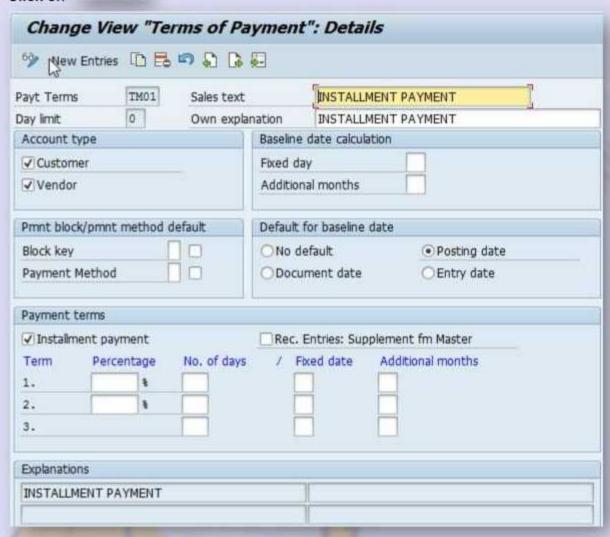
Implementation

Requirement: Payment should be in two installments (60% in 1st and 40% in 2nd)





Click on New Entries



Create additional terms of payment as per requirement.

Note: above scenario consist of two installments, hence two additional TOP need to be created.

Create first installment terms of payment as shown below.

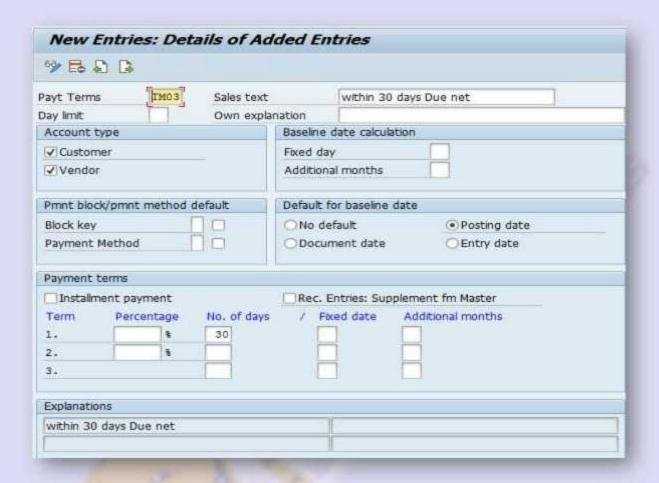




Give 4 digit TOP code (e.g. TM02), no. of day (e.g. 15) select posting date (under base line date) and save it.

Create second installment terms of payment as shown below.

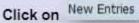


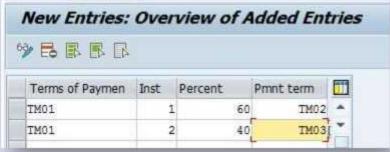


Give 4 digit TOP code (e.g. TM03), no. of day (e.g. 30) select posting date (under base line date) and save it.

Link installment terms of payment:

Transaction code - OBB9







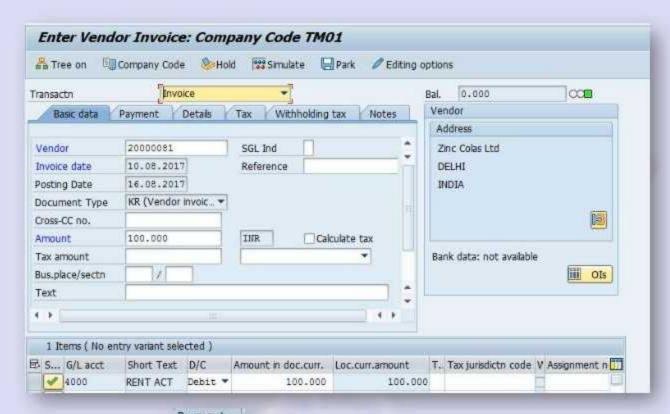
Save it.
Post vendor invoice:

Use transaction code FB60

Fill up the details as mentioned below.







Payment and enter newly created installment terms of payment TM01

Click on payment tab and press enter button twice.

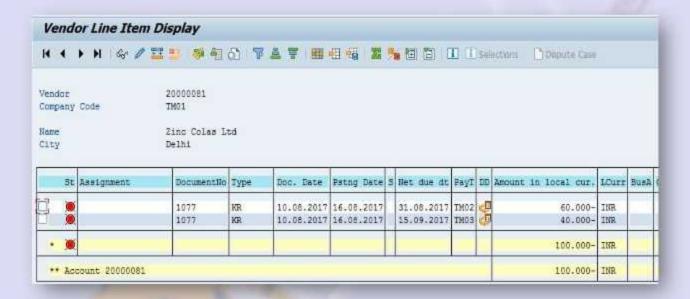




Simulate (to view accounting entry) and save it

☑ Document 1077 was posted in company code TM01

Vew vendor balance - FBL1N



System has splitted the document no. 1077 in to two line item since we have assigned installment terms of payment while invoice posting.

1st line item consist of 60% of invoice amount and will be payable after 15 days 2nd line item consist of 40% of invoice amount and will be payable after 30 days



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