



Oracle R12 iReceivables User Training

User Training Manual

Version 3.0 Jul 2022

Oracle R12 iReceivables User Training

Table of Contents

Oracle R12 iReceivables User Training

What is Oracle iReceivables?	Page 2
Getting Started	
Navigating to the Login Page	Page 2
Oracle iReceivables	
Customer Search Page	Page 3
Manage Customer Account Access	Page 4
Account Summary Page	Page 6
Current Account Summary	Page 6
Monthly Statements	Page 7
Related Information	Page 7
Account Details Page	Page 8
Account Detail Search	Page 8
Account Detail List	Page 9
Transaction List	Page 10
Viewing Invoices	Page 11
View a single invoice from Customer Search	Page 11
View Multiple Invoices from the Account Detail	Page 11
Paying Transactions	Page 12
Adding a Bank Account for Direct Debit Payments	Page 13
Adding a Credit Card and making a Payment	Page 14
Manage Payment Methods	Page 15
Applying Credits	Page 16
Additional Information	
Key terms and definitions	Page 19

What is Oracle iReceivables?

Oracle iReceivables is a web-based, self-service application that provides customers secure access to their customer account with a standard web browser. Customers can use iReceivables to view their account balances in real-time, obtain monthly statements, view invoice copies, and make payments.

Getting Started

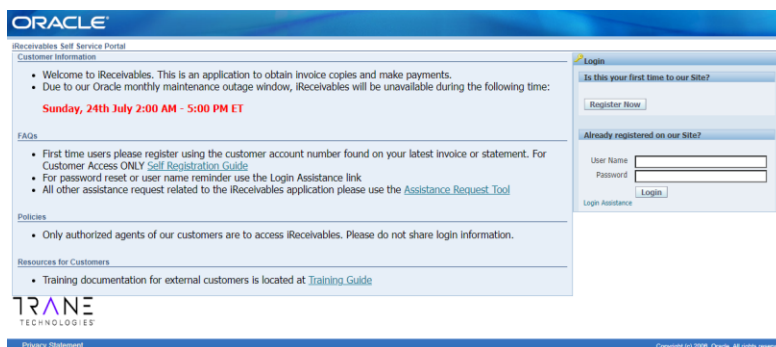
Navigating to the Login Page

Oracle iReceivables can be accessed using all major internet browsers (i.e. Microsoft Edge, Mozilla Firefox, Google Chrome). To launch the iReceivables platform, click on the Oracle iReceivables button below. The application will open in your internet browser. Alternatively, you may copy the link below and paste it into your browser to navigate to the application.

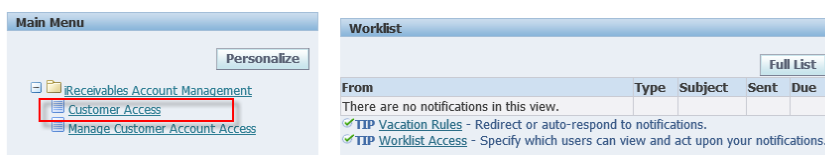
Oracle iReceivables Production

<https://www.tranetechnologies.com/customer/irec-portal>

The link above will launch the Oracle login page shown below where you may enter your login credentials provided. If you do not have credentials, you will need to click the Register Now button to begin Self-Registration process. Registration instructions can be found at <https://www.tranetechnologies.com/customer/irec-register-guide>.



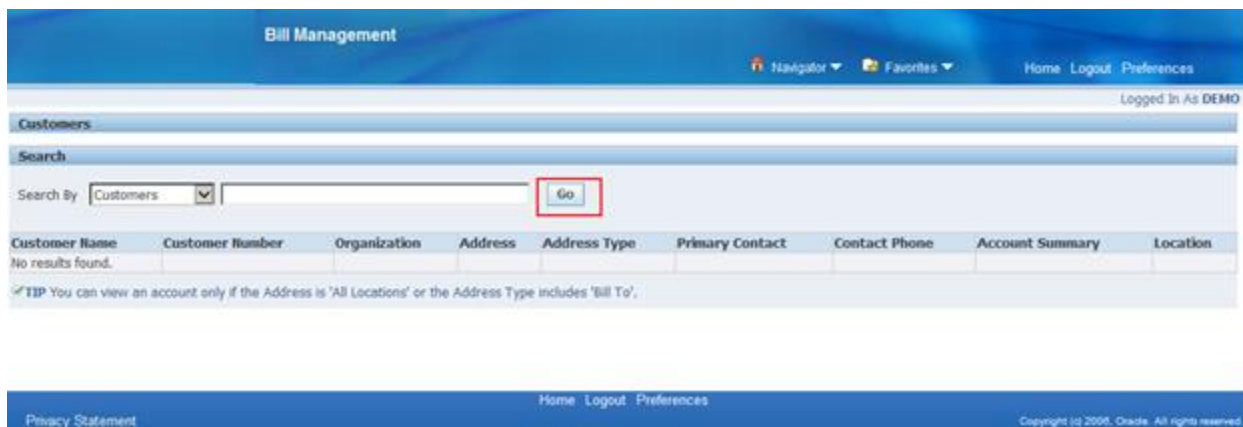
Once you have logged in, click on the iReceivables Account Management link. Then click on the Customer Access link as shown below. This will take you to the Customer Search Page.




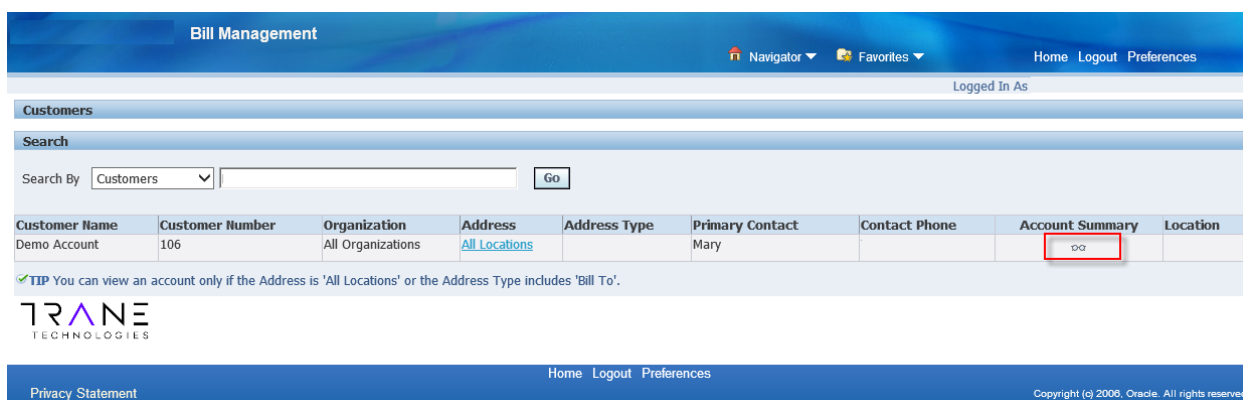
Oracle iReceivables


Customer Search Page

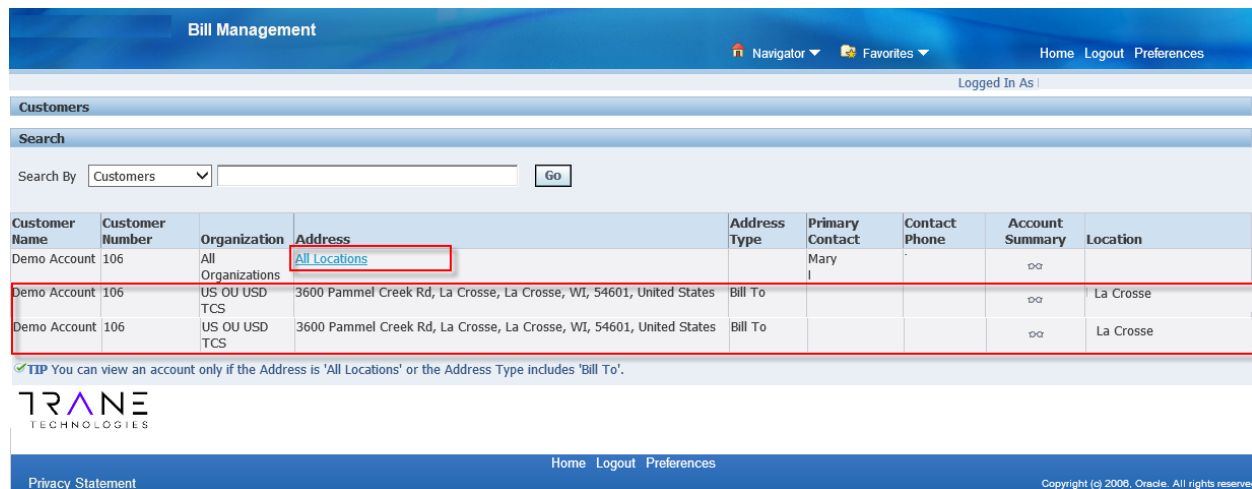
The iReceivables Customer Search page enables a user to search and quickly select a specific Account or Bill-To site to view Account Details. A user can leave the search field empty and simply click the **Go** button to list all their accounts.



Clicking on the “eyeglass”  icon will take the user to the Account Summary page for that Account.



A user may want to view the Account Summary for a specific Bill-To site (Location) under an Account instead of the entire Customer Account. Clicking on the All Locations link will expand the line to show all Bill-To sites under that Account. Clicking the  icon on any of the lines will route the user to the Account Summary for that particular Bill-To Location.



Bill Management

Navigator Favorites Home Logout Preferences

Logged In As |

Customers

Search

Search By: Customers [Go]

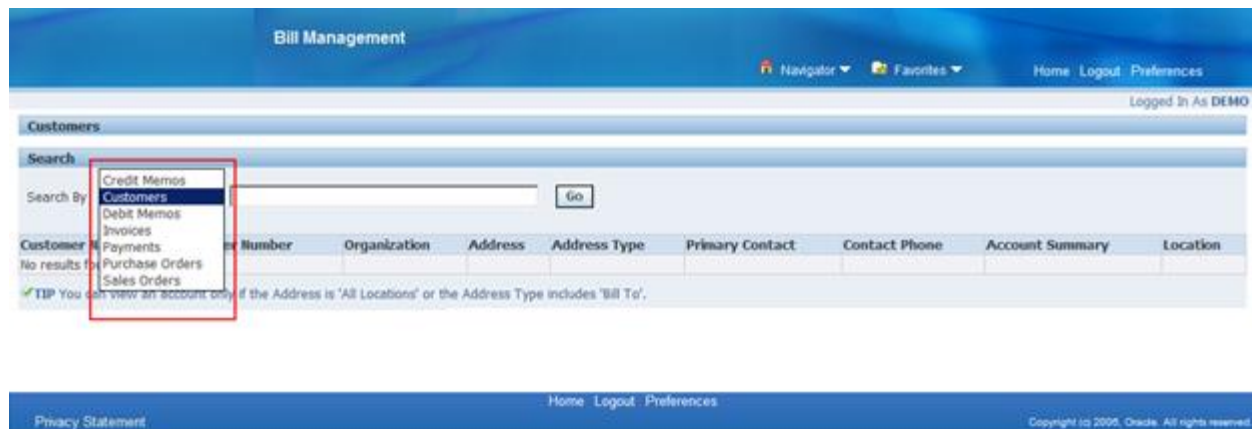
Customer Name	Customer Number	Organization	Address	Address Type	Primary Contact	Contact Phone	Account Summary	Location
Demo Account	106	All Organizations	All Locations		Mary		00	
Demo Account	106	US OU USD TCS	3600 Pammel Creek Rd, La Crosse, WI, 54601, United States	Bill To			00	La Crosse
Demo Account	106	US OU USD TCS	3600 Pammel Creek Rd, La Crosse, WI, 54601, United States	Bill To			00	La Crosse

TIP You can view an account only if the Address is 'All Locations' or the Address Type includes 'Bill To'.

Home Logout Preferences

Privacy Statement Copyright (c) 2006, Oracle. All rights reserved.

Additionally, a user may choose to search for a particular Invoice, Credit Memo, Debit Memo, Purchase Order, Sales Order or Payment Number (Check No.)



Bill Management

Navigator Favorites Home Logout Preferences

Logged In As DEMO

Customers

Search

Search By: Credit Memos Customers Debit Memos Invoices Payments Purchase Orders Sales Orders [Go]

Customer Name	Customer Number	Organization	Address	Address Type	Primary Contact	Contact Phone	Account Summary	Location
Demo Account	106	All Organizations	All Locations		Mary		00	
Demo Account	106	US OU USD TCS	3600 Pammel Creek Rd, La Crosse, WI, 54601, United States	Bill To			00	La Crosse
Demo Account	106	US OU USD TCS	3600 Pammel Creek Rd, La Crosse, WI, 54601, United States	Bill To			00	La Crosse

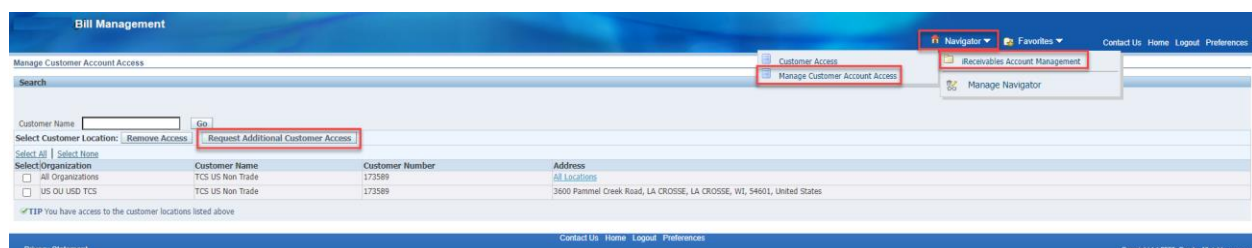
TIP You can view an account only if the Address is 'All Locations' or the Address Type includes 'Bill To'.

Home Logout Preferences

Privacy Statement Copyright (c) 2006, Oracle. All rights reserved.

Manage Customer Account Access

You may add or remove any additional accounts. Click on **Navigator > iReceivables Account Management > Manage Customer Account Access**. You will then click **Request Additional Customer Access** to add another account. To remove accounts/sites, you can check box and click **Remove Access**.



Bill Management

Navigator Favorites Home Logout Preferences

Manage Customer Account Access

Search

Customer Name: [Go]

Select Customer Location: Remove Access Request Additional Customer Access

Select All	Select Name	Select Organization	Customer Name	Customer Number	Address
<input type="checkbox"/>	All Organizations	TCS US Non Trade	173589	All Locations	
<input type="checkbox"/>	US OU USD TCS	TCS US Non Trade	173589	3600 Pammel Creek Road, LA CROSSE, WI, 54601, United States	

TIP You have access to the customer locations listed above

Privacy Statement Contact Us Home Logout Preferences Copyright (c) 2006, Oracle. All rights reserved.

Enter your additional Oracle customer number into the Value field and click the **Next** button.

Select All Locations if you wish to access all Bill-to Sites for your account or select an individual Bill-To site if you wish to register a single site. Click the **Next** button.

Select the check box to acknowledge that you are an authorized agent of the customer account selected and click the **Submit** button.

After account is added, go to **Navigator > iReceivables Account Management > Customer Access**. You will need to click the **Go** button to see both accounts.

Account Summary Page

The Account Summary page is divided into three sections Current Account Summary, Monthly Statements and Related Information.

Current Account Summary

The Current Account Summary section provides the Account Balance for an Account within an Organization (Orgs). If a customer has an account that spans multiple Orgs, they can select from the Organization drop down. Organization If any transactions are in a currency other than USD, change the currency from the drop-down box Currency and click **Go** will show the Account Balances.

Organization Reference	
US OU USD TCS	US - Trane Commercial & Trane Parts Supply Transactions
CA OU CAD TCS	Canada - Trane Commercial & Trane Parts Supply Transactions
US OU USD TRS	Trane Residential Transactions
US OU USD JVM	OxBox Transactions
US OU USD TKC	Thermo King Transactions
US OU USD NEX	Nexia Transactions

The Account Balance is shown with a break down for Overdue Receivables, Open Payments, and Unapplied Credit Memos. Additionally, clicking the Show Aging link displays the account balance in the Standard Aging buckets.

Current Account Summary	
Organization	US OU USD TCS
Currency	USD
<input type="button" value="Go"/>	
Your Account Balance: USD 83,586.85	
Overdue Receivables (Based on Payment Terms)	110,692.38
Total Open Receivables	111,673.08
Open Payments	<11,298.30>
Unapplied Credit Memos	<16,787.93>
Account Balance	83,586.85

Standard Aging Buckets	
Current	980.70
1-30 Days Past Due	19,283.53
31-60 Days Past Due	6,100.87
61-90 Days Past Due	<1,466.45>
91-180 Days Past Due	16,882.00
181-360 Days Past Due	8,986.83
361+ Days Past Due	44,117.67

Monthly Statements

Monthly Statements for the prior Twelve (12) months may be obtained from the Monthly Statement section. Monthly statements are generated as of the last day of each month. Select the period for the Statement and click on the Statement As of Date button. The statement is presented as a PDF document and can be saved to your local computer.

Monthly Statements

Statement Period

Statement As of Date

Related Information

The Related Information section is a general information section that will store User Guides, FAQs and resources for customers to use.

Related Information

News

FAQs

Policies

Resources

Account Details Page

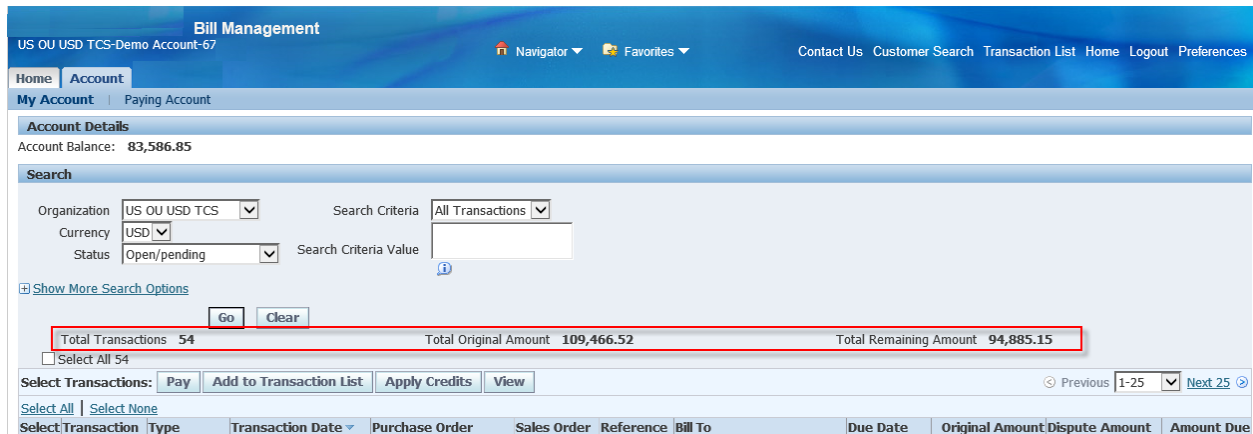
Clicking on any of the amounts on the Current Account Summary section or clicking on the Account Tab near the top left side of the page will navigate the user to the Account Details page shown below. The Account balance for the level selected is shown on the top left side.

Account Detail Search

Using the search functions, a user can filter the list of transactions returned. Transactions can be selected by Status, by selecting a particular transaction type and entering that value or by expanding the Show More Search Options. The More Search Options allows the user to return values with ranges for Amount, Transaction (invoice) date and Transaction Due Date.

Account Detail List

The Account Detail list will begin by providing the user a Transaction Count, Total Original Amount and Total Remaining Balance.



Bill Management
US OU USD TCS-Demo Account-67

Home Account

My Account | Paying Account

Account Details
Account Balance: 83,586.85

Search

Organization: US OU USD TCS
Currency: USD
Status: Open/pending

Search Criteria: All Transactions
Search Criteria Value:

[Show More Search Options](#)

Go Clear

Total Transactions: 54
Total Original Amount: 109,466.52
Total Remaining Amount: 94,885.15

Select All 54

Select Transactions: Pay Add to Transaction List Apply Credits View

Previous 1-25 Next 25

Select All Select None

Select	Transaction	Type	Transaction Date	Purchase Order	Sales Order	Reference	Bill To	Due Date	Original Amount	Dispute Amount	Amount Due
--------	-------------	------	------------------	----------------	-------------	-----------	---------	----------	-----------------	----------------	------------

Transactions listed will present key data points to identify the transaction, type, dates and amounts.

Select Transactions: Pay Add to Transaction List Apply Credits View

Previous 1-25 Next 25

Select All Select None

Select	Transaction	Type	Transaction Date	Purchase Order	Sales Order	Reference	Bill To	Due Date	Original Amount	Dispute Amount	Amount Due
<input type="checkbox"/>	31	Invoice	10-Sep-2020	WA		0		306	10-Oct-2020	4,591.53	4,591.53
<input type="checkbox"/>	311	Invoice	02-Sep-2020	20		0		306	01-Nov-2020	980.70	980.70
<input type="checkbox"/>	3110	Invoice	31-Aug-2020	W		0		306	30-Sep-2020	4,134.00	4,134.00

Transactions listed may be exported using the Export function and the format can be selected from a list of popular data forms such as Excel, HTML, PDF and RTF

Template: All Transactions Header

Format: EXCEL

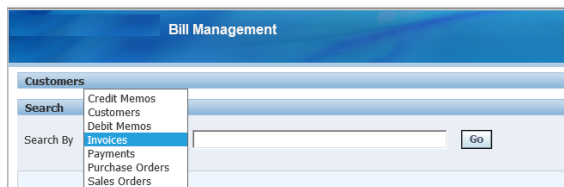
Export

Viewing Invoices

There are two methods to select and view invoices. The first is via the Customer Search screen and the second is from the Account Detail List. The first method is great for searching and pulling a single invoice, the second is preferred when pulling multiple invoices (up to 10) at a time.

View a single invoice from the Customer Search Screen

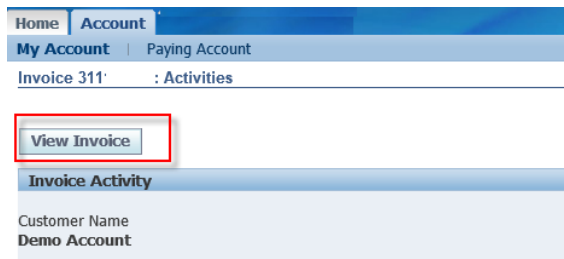
Select the appropriate Search By value from Invoice, Debit Memo or Credit Memo. Enter the value in the search field and click on **Go**. The search will return the transaction number.



Click on the Transaction Number link and the Invoice Activities page will launch.

Customers				
Search				
Search By	Invoices	311	Go	
Transaction Number	Customer Name	Customer Number	Organization	Address
311	Demo Account	67	All Organizations	All Locations

Click on the View Invoice button to retrieve a PDF copy of the invoice.



View Multiple Invoices from the Account Detail List

Navigate to the Account Details page, as described earlier in this training. Select one or more transactions from the Account Detail list and click on the view button. Selected invoices will be presented in PDF format. A maximum of 10 transactions may be viewed at once. A user may repeat the action to retrieve additional invoices in batches of 10 or less.

Select Transactions:

Pay

Add to Transaction List

Apply Credits

View

Previous

1-25 of 54

Next 25

Select All

Select None

	Select Transaction	Type	Transaction Date	Purchase Order	Sales Order	Reference	Bill To	Due Date	Original Amount	Dispute Amount	Amount Due
<input checked="" type="checkbox"/>	31	Invoice	10-Sep-2020	WA		0	306	10-Oct-2020	4,591.53		4,591.53
<input checked="" type="checkbox"/>	311	Invoice	02-Sep-2020	20		0	306	01-Nov-2020	980.70		980.70
<input checked="" type="checkbox"/>	3110	Invoice	31-Aug-2020	W		0	306	30-Sep-2020	4,134.00		4,134.00

Paying Transactions

To pay transactions a user must select the transaction to pay either directly from the Account Detail list or they may accumulate items in the Transaction List. Once transactions are selected the payment process is initiated by clicking the Pay button. Payments via Direct Debit may be initiated from iReceivables. Some businesses allow online credit card payments. If the credit card option is not available and you wish to pay by credit card please contact your account representative.

From the Account Detail List




Select Transactions: <div>Pay</div> Add to Transaction List Apply Credits View										Previous 1-25 of 54 <div>Next 25</div>	
<div>Select All</div> <div>Select None</div>											
Select Transaction											
	Transaction	Type	Transaction Date	Purchase Order	Sales Order	Reference	Bill To	Due Date	Original Amount	Dispute Amount	Amount Due
<input checked="" type="checkbox"/>	31	Invoice	10-Sep-2020	WA		0		306 10-Oct-2020	4,591.53		4,591.53
<input checked="" type="checkbox"/>	311	Invoice	02-Sep-2020	20		0		306 01-Nov-2020	980.70		980.70
<input checked="" type="checkbox"/>	3110	Invoice	31-Aug-2020	W		0		306 30-Sep-2020	4,134.00		4,134.00

From the Transaction List

Transactions

Clear AllPayApply Credits

OrganizationUS OU USD TCSGo

Customer Name	Customer Number	Transaction Type	Transaction Date	Due Date	Purchase Order	Sales Order	Original Amount	Amount Due	Discount	Amount	Currency	Remove
Demo Account	67	31	Invoice	10-Sep-2020	10-Oct-2020	WA		4,591.53	4,591.53		0.00 USD	
Demo Account	67	311	Invoice	02-Sep-2020	01-Nov-2020	20		980.70	980.70		0.00 USD	
Demo Account	67	3110	Invoice	31-Aug-2020	30-Sep-2020	W		4,134.00	4,134.00		0.00 USD	
Total							9,706.23	9,706.23	0.00			

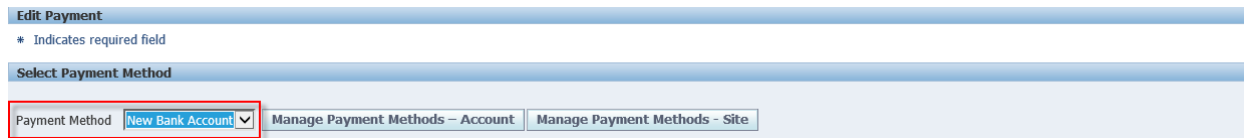
Return to Account Details

Clear AllPayApply Credits

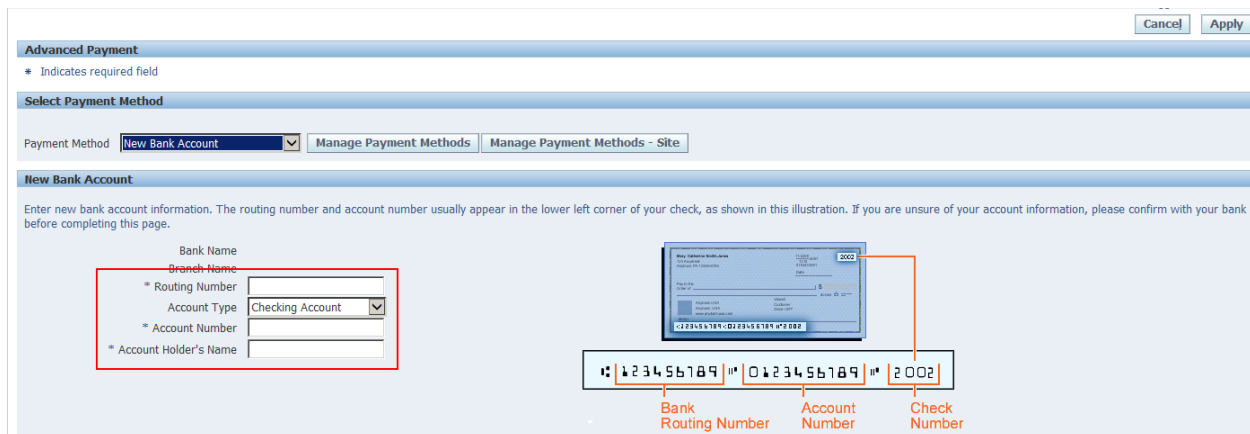
If this is the first payment for this account, Clicking the Pay button will navigate the user to the Advanced Payment page. If a payment has been processed before, the Quick Payment page will appear with the most recent prior payment method selected. Either page will allow the user to Add or select an existing form of payment.

Adding a Bank Account for Direct Debit Payments

To add a New Bank Account, select the New Bank Account payment method and click Apply.



Enter your 9-digit Bank Routing number, your bank account number an Account Holder's Name or purpose to identify the bank account and click Apply. (The Account Holder's Name can be any name that identifies this bank account to the user or purpose)



Upon clicking Apply, iReceivables will process the payment for the transactions listed and provide a confirmation screen with the Oracle Receipt# for the application.

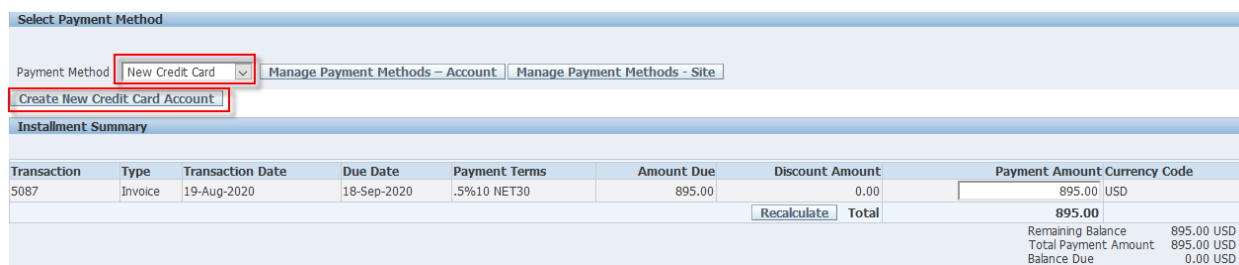


Clicking the View Payment button will enable a view of transactions paid and the form of payment tendered.

Adding a Credit Card and making a Payment

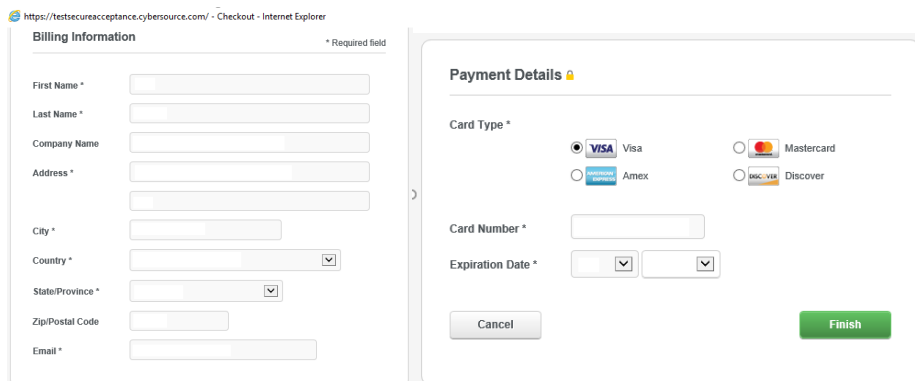
For the security of our customer's credit card data, Trane Technologies and its subsidiaries and affiliates do not store card data in original form within our systems. In compliance with the Payment Card Industry Data Security Standards (PCI-DSS) customers card data is entered directly into the Cybersource Gateway Secure Acceptance Form. This data is tokenized, and a token is returned for storage. Tokenization is the replacement of sensitive data with a unique identifier that cannot be mathematically reversed.

To add and tokenize a new credit card, select the New Credit Card payment method and click on the Create New Credit Card Account button.

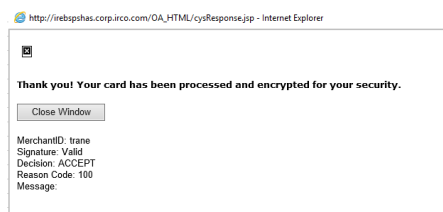


Transaction	Type	Transaction Date	Due Date	Payment Terms	Amount Due	Discount Amount	Payment Amount	Currency Code
5087	Invoice	19-Aug-2020	18-Sep-2020	.5%10 NET30	895.00	0.00	895.00	USD
							895.00	
							Remaining Balance	895.00 USD
							Total Payment Amount	895.00 USD
							Balance Due	0.00 USD

The Cybersource Secure Acceptance form will launch. Update the billing information and enter the card Payments Details. Once complete click on the Finish Button



Upon successful tokenization of the card data you will receive the following page. Close this window and navigate back to the Advance Payment page. Click Apply to process the payment against the newly entered credit card. You will then receive a confirmation page and will be able to review your Customer Payment details page.



Manage Payment Methods

Oracle iReceivables provides you the ability to manage your credit card and bank account activity within the **Manage Payment Methods – Account** and **Manage Payment Methods – Site** buttons.

Select Payment Method

Payment Method: Previously Saved Credit Card **Manage Payment Methods – Account** Manage Payment Methods – Site

Saved Credit Cards

Select	Card Brand	Credit Card Number	Expiration Date	Card Holder Name	Company Card Flag	Description
<input checked="" type="radio"/>	Unknown	XXXXXXXXXXXX	06/2024		No	
<input type="radio"/>	Unknown	XXXXXXXXXXXX	06/2024		No	
<input type="radio"/>	Unknown	XXXXXXXXXXXX	06/2024		No	
<input type="radio"/>	Unknown	XXXXXXXXXXXX	06/2024		No	

If you have **Bank Accounts** that are no longer in use and you want to inactivate them from your list of options, you will need to add an **End Date** of yesterday to that specific bank account. If you have **Credit Cards** that are expired or are no longer in use, you can add an **End Date** and will have to click the **Update** button to change the status from **Active** to **Inactive** as shown below. Click **Apply** button to save your changes.

Payment Instruments

☒ Credit Cards

Create New Credit Card Account: USD

Show All Details | Hide All Details

Details	Card Brand	Number	Expiration Date	Expiration Status	Start Date	End Date	Priority	Increase Priority	Decrease Priority	Update	Additional Details
Show	Unknown	XXXXXXXXXXXX	07/2023	Unexpired	31-May-2021	01-Jun-2021	1	⬆	⬆		
Show	Unknown	XXXXXXXXXXXX	06/2024	Unexpired	23-Mar-2021		3	⬆	⬆		
Show	Unknown	XXXXXXXXXXXX	06/2024	Unexpired	31-Jan-2020		4	⬆	⬆		
Show	Unknown	XXXXXXXXXXXX	02/2020	Expired	13-Oct-2017	31-Jan-2020	6	⬆	⬆		
Show	Unknown	XXXXXXXXXXXX	02/2020	Expired	13-Oct-2017	14-Mar-2019	8	⬆	⬆		
Show	Unknown	XXXXXXXXXXXX	02/2020	Expired	06-Jul-2016	31-Jan-2020	10	⬆	⬆		

☒ Bank Account Transfer

Bank Accounts

Select	Details	Number	IBAN	Currency	Start Date	End Date	Priority	Increase Priority	Decrease Priority	Update	Additional Details
	No results found.										

Update Credit Card: XXXXXXXXXXXX

* Indicates required field

Cardholder: TCS US Non Trade
 Card Brand: Unknown
 Expiration Date: 31-Jul-2023
 Name on Card:
 Financial Institution:

Status: Active **Inactive**

Purpose: ☐ Company Card
 Information Only: ☐
 Description:
 Statement Billing Address:

Context Value:

Cancel **Apply**

Apply Credits

Oracle iReceivables provides the customer the ability to apply a credit memo to an invoice or debit memo. To initiate this functionality, select one or more credit memos and invoices and click the Apply Credits button.

Select Transactions: Pay Add to Transaction List Apply Credits View											
Select All Select None											
Select	Transaction	Type	Transaction Date	Purchase Order	Sales Order	Reference	Bill To	Due Date	Original Amount	Dispute Amount	Amount Due
<input checked="" type="checkbox"/>	3110	Credit Memo	11-Aug-2020	BRET		0		47	11-Aug-2020	(5,849.95)	(5,849.95)
<input checked="" type="checkbox"/>	5080	Invoice	07-May-2020	202	24	2		95	06-Jun-2020	7,230.00	7,230.00

Clicking on the Apply Credits button will initiate the Credit Application workflow. The next two steps will direct the user to add, remove, clear all or adjust the amount of the transactions and credits. Clicking on the Next button will progress the user through the steps.

My Account | Paying Account

Select Transactions

Select Credits

Review

Apply Credits : Select Transactions

Cancel | Step 1 of 3: Select Transactions | **Next**

Remove | Clear All | Add Transactions | Reset Application Amounts

[Select All](#) | [Select None](#)

Select	Customer Name	Transaction	Type	Date	Due Date	Payment Terms	Remaining Amount	Discount Amount	Application Amount	Balance Due	Currency
<input type="checkbox"/>	Demo Account	5080	Invoice	07-May-2020	06-Jun-2020	.5%10 NET30	7,230.00	0.00	7,230.00	0.00	USD
							Recalculate	Total	7,230.00	0.00	

TIP Discounts apply to payments only. If you apply both payments and credits, adjust the credit application amounts to match the transaction amounts.

Cancel | Step 1 of 3: Select Transactions | **Next**

Click on the Add Transactions or Credits button to select additional items to net. A search box will appear, enabling the user to search and select items.

Search and Select: Add Transactions

Cancel | Select

Search

To find your item, select a filter item in the pulldown list and enter a value in the text field, then select the "Go" button.

Advanced Search

Search By: Customer Name | Demo Account | Go

Results

Previous | 1-10 | Next 10

[Select All](#) | [Select None](#)

Transaction Select	Number	Type	Date	Due Date	Purchase Order	Sales Order	Original Amount	Remaining Amount	Discount	Customer Amount	Name
<input type="checkbox"/>	3108	Invoice	15-May-2020	14-Jun-2020			888.00	888.00	0.00		Demo Account
<input type="checkbox"/>	3110	Invoice	25-Aug-2020	24-Sep-2020			1,562.00	1,562.00	0.00		Demo Account

Once items have been selected click on the Select button, to be routed back to the Credit Application workflow. The Total of the transaction amount must net with the total of the credit amount selected. Adjust the transaction amount to net with the credit amount. Use the back button to go back and adjust the transaction or credit amount.

Apply Credits : Select Credits

Select Transactions | Select Credits | Review

Cancel | Back | Step 2 of 3: Select Credits | Next

Select Credits


Remove | Clear All | Add Credits | Reset Application Amounts

Select All | Select None

Select Customer Name	Transaction	Type	Date	Original Amount	Remaining Amount	Application Amount	Unapplied Credits Currency
<input type="checkbox"/> Demo Account	3110	Credit Memo	11-Aug-2020	(5,849.95)	(5,849.95)	(5,849.95)	0.00 USD
				Recalculate	Total	<5,849.95>	0.00

Selected Transactions

Customer Name	Transaction	Type	Date	Due Date	Payment Terms	Remaining Amount	Discount Amount	Application Amount	Balance Due Currency
Demo Account	5080	Invoice	07-May-2020	06-Jun-2020	.5%10 NET30	7,230.00	0.00	7,230.00	0.00 USD
						Total	7,230.00	0.00	7,230.00

 **TIP** Discounts apply to payments only. If you apply both payments and credits, adjust the credit application amounts to match the transaction amounts.

Cancel | Back | Step 2 of 3: Select Credits | Next

Adjust the amount and click on the Recalculate button.

Select Transactions

Remove | Clear All | Add Transactions | Reset Application Amounts

Select All | Select None

Select Customer Name	Transaction	Type	Date	Due Date	Payment Terms	Remaining Amount	Discount Amount	Application Amount	Balance Due Currency
<input type="checkbox"/> Demo Account	5080	Invoice	07-May-2020	06-Jun-2020	.5%10 NET30	7,230.00	0.00	5,849.95	1,380.05 USD
						Recalculate	Total	7,230.00	0.00
								5,849.95	1,380.05

The application amount of the credits must equal the application amount of the transactions.

Select Credits

Remove | Clear All | Add Credits | Reset Application Amounts

Select All | Select None

Select Customer Name	Transaction	Type	Date	Original Amount	Remaining Amount	Application Amount	Unapplied Credits Currency
<input type="checkbox"/> Demo Account	3110	Credit Memo	11-Aug-2020	(5,849.95)	(5,849.95)	(5,849.95)	0.00 USD
				Recalculate	Total	<5,849.95>	0.00

Selected Transactions

Customer Name	Transaction	Type	Date	Due Date	Payment Terms	Remaining Amount	Discount Amount	Application Amount	Balance Due Currency
Demo Account	5080	Invoice	07-May-2020	06-Jun-2020	.5%10 NET30	7,230.00	0.00	5,849.95	1,380.05 USD
						Total	7,230.00	0.00	5,849.95

Click the Next button to complete a final review of the application. Click Apply, the credit will now be applied to the transaction(s) and any balances will remain.

Apply Credits : Review

Select Transactions Select Credits **Review**

Cancel Back Step 3 of 3: Review **Apply**

Selected Transactions

Customer Name	Transaction	Type	Date	Due Date	Payment Terms	Remaining Amount	Discount Amount	Application Amount	Balance Due Currency
Demo Account	5080	Invoice	07-May-2020	06-Jun-2020	.5%10 NET30	7,230.00	0.00	5,849.95	1,380.05 USD
Total						7,230.00	0.00	5,849.95	1,380.05

Selected Credits

Customer Name	Transaction	Type	Date	Original Amount	Remaining Amount	Application Amount	Unapplied Credits Currency
Demo Account	3110	Credit Memo	11-Aug-2020	(5,849.95)	(5,849.95)	(5,849.95)	0.00 USD
Total					<5,849.95>	<5,849.95>	0.00

TIP Discounts apply to payments only. If you apply both payments and credits, adjust the credit application amounts to match the transaction amounts.

Cancel Back Step 3 of 3: Review **Apply**

The user will be asked if they wish to pay any remaining invoice balances, if “Yes”, they will be routed to the payment application page, if “No” a confirmation of the application will be provided for their records.

Information **No** **Yes**

Do you want to pay the remaining balance USD 1,380.05?

Selected Transactions

Customer Name	Transaction	Type	Date	Due Date	Payment Terms	Balance Due	Discount Amount	Currency
Demo Account	5080	Invoice	07-May-2020	06-Jun-2020	.5%10 NET30	1,380.05	0.00	USD
Total						1,380.05	0.00	

No **Yes**

Confirmation of application.

Confirmation **Printable Page**

The selected credits have been applied to the selected transactions.

Date	Activity Type	Application Amount	Transaction	Original Transaction Amount	Transaction Balance
03-Nov-2020	Applied	(5,849.95)	3110	(5,849.95)	0.00
03-Nov-2020	Applied	5,849.95	5080	7,230.00	1,380.05

[Return to Account Details](#) **Printable Page**

Additional Information

Key terms and definitions

Customer Account Number	Identifies a specific selling relationship between our business and that of our customers. All bill-to site activity rolls up to a customer account.
Site Number	A site represents a location used for the purposes of billing or shipping. Transactions are tied to a bill-to site and may be viewed by individual sites.
Organizations (Orgs)	Trane Technologies has set up its businesses into a number of Organizations. Customer can transact within one or more organizations. Selecting items to pay can only be done with an Org and cannot cross organizations. If you have questions, please contact your account representative.

Organization Reference	
US OU USD TCS	US - Trane Commercial & Trane Parts Supply Transactions
CA OU CAD TCS	Canada - Trane Commercial & Trane Parts Supply Transactions
US OU USD TRS	Trane Residential Transactions
US OU USD JVM	OxBox Transactions
US OU USD TKC	Thermo King Transactions
US OU USD NEX	Nexia Transactions