

When using advanced bank statement, it is possible to match payments already created in X3 with payments from the bank statement.

Payments that can be matched are payments that have been created through the payment process, namely **Payment proposal** and **Manual payment entry**, and have been posted.

The matching criteria that can be used for matching payments is payment reference, Bank account number, BP name and amount.

All BP related payment search criteria are included with the filter criteria used to identify possible matches when searching the payments table. For the search result, an additional check on the total amount of these payments is performed to determine the matching level.

For a successful match by payment reference, no additional search by BP criteria is performed even if that criterion is selected.

The payment reference that is used for matching is Payment reference ([F: PYH]NUM/[F:PYH]REF) and( [F:BSIIMPD]FREREF(X))

The criteria need to be set on Bank import settings. Setup>AP/AR>Advanced bank under payments section.

All > A/P-A/R accounting > Bank transactions > Cashbook > Setup

### Bank import settings

General Accounting Search criteria Other

Priority

☒ Oldest date first  
☐ Earliest date first

Payments

<input checked="" type="checkbox"/> Payment reference	<input checked="" type="checkbox"/> BP bank account number	<input checked="" type="checkbox"/> BP number	<input checked="" type="checkbox"/> BP name	<input checked="" type="checkbox"/> Amount	Days 0
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Other

## Process

1.Create a payment/import in GESPAY and make sure the reference is what appears as reference on statement.

All > A/P-A/R accounting > Payments

### Manual Check

Post Milestone Approve

General

Payment no. ZAPCH2212ZA011000001 Status In the bank

General

Site *	BP	Control *	Account
ZA011	ZA059	PL	320000

ZA Comp

Address code \* Samsung South Africa | | || HO |  | | |
Accounting date \*	Entry reference	Description	
12/07/22	TRANSFER RECEIVED		
Bank	Currency \*	BP amount	C/T val bank curr
ZA1ZA	ZAR	1,000.00	1,000.00
	Rand		
Check number			

The system uses the BP number, payment reference or the payment number to search for reference on statement and match.

2. Make sure that the payment is posted.

Payments that can be matched are payments that have been created through the payment process, namely **Payment proposal** and **Manual payment entry**, and have been posted.

All > Financials > Journals D

Journal entry STDCO : Column complete transaction Currency

Header Lines

Site \* ZA011  Entry type \* ZAPAY  Number ZAPAY2212ZA011000001  Date \* 12/07/22

ZA Comp Paym. issue

Journal \* ZABNK  Category \* Actual  Status \* Temporary  Transaction STDCO

BNK

**Header**

Default description Manual Chk / ZAPCH2212ZA011000  Bollato sequence number

Dates

Entry date 12/07/22  Default due date 12/07/22  Value date 12/07/22  Bank date 12/07/22

3. Import the bank statement

AP/AR Accounting>Advanced bank statement >Bank transaction import

```
:20:20221131B65
:25:10278035020001110394029
:28C:00002/00001
:60F:C210116ZAR6000,00
:61:2212160905D1000,00N018NONREF
:86:004?00PAYMENT MATCHING944?20ZAPCH2212ZA011000001
?21ZA059
?23TRANSFER RECEIVED
?33Samsung South Africa
:62F:C220116ZAR7000,00
```

Log Reading F39586

Next errorNext warning

7 Results Display: 25

```
12/07/22 15:59:09 (ADMIN) Import of bank statement file 'D:\Sage\X3ERP\12\Folders\SEED\tmp\MT940_4b_PAYMENT MATCHING'
Bank account identifier '10278035020001110394029' is not assigned to a bank. Default bank defined for the bank impo
rt setting will be used instead.
Statement 00000055 with 1 transaction(s) processed
1 statement(s) with a total of 1 transaction(s) successfully imported.
File: MT940_4b_PAYMENT MATCHING
Normal end of log file 12/07/22 15:59:10
```

Search for the statement that was imported.

All > A/P-A/R accounting > Bank transactions > Cashbook

Bank transaction management

Display: 20

	Matching status	Statement code	Bank account reference	Bank	Company	Site	Currency	Start date	End date	File	
⋮	Not matched	00000055	10278035020001110394029	ZA1ZA	ZA10 ZA Cpy	⋮	ZAR Rand	⋮	1/16/2021	1/16/2022	MT

The imported transactions will appear on the left panel

The screenshot shows the Sage X3 Transactions interface. On the left, a table lists transactions with columns: Code, Matching type, Sign, Amount, BP, and Valid. A transaction is highlighted with a yellow background, showing an expense of 1,000.00 and a status of 'Not'. On the right, the 'Payment information' pane is active, displaying a table with payment references and their corresponding BP references and comments.

Payment reference	BP reference	Comment
1 : ZAPCH2212ZA011000001	Samsung South Africa	004
2 : ZA059		
3 : TRANSFER RECEIVED		
4 :		

The payment reference information will show under payment information.

It is important to check the information and make sure it matches information on payment in X3.

4.Match the transactions using the match transaction option to match one transaction or match statement to match all transactions in the statement

The screenshot shows the Sage X3 Transactions interface. On the left, a table lists transactions with columns: Code, Matching type, Sign, Amount, BP, and Valid. A transaction is highlighted with a yellow background, showing an expense of 1,000.00 and a status of 'ZA059'. On the right, the 'Payments' pane is active, displaying a table with payment references and their corresponding BP references and amounts. Below the table, a 'Totals' section shows the total amount and remaining amount.

Document no.	BP	C...	Amount in curre...	Bank am
1 : ZAPCH2212ZA011000001	ZA059	ZAR	1,000.00	
2 :				

**Totals**

Total amount	Remaining amount
1,000.00 ZAR	0 ZAR

Total manual entry

The matching must be AP code to show that it is an exact match with a payment.

If the system didn't find the exact match the matching code will be BP that shows that the system found payments that partially match the statement transactions or a C that shows that the system didn't find any matching transactions.

