Review Customer Financial Position

How to Review Customer Financial Position in Muhasib ERP

Overview

This guide will help you explain a customer's balance, due amount, ageing, receipts, credits, and outstanding invoices.

You get an explained customer balance suitable for collection, checking, or correction.

Who can do this

You need access to Relevant customer financial report access and authorized customer/company scope.

Before you start

Know the customer, as-of date, payment terms, opening balance, disputed items, unallocated receipts, credits, and expected control total.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Back Office → Muhasib Financials → Customer Ledger, Due, or Ageing Report.

Review Customer Financial Position

Step 1: Select company, customer, and exact cutoff

Step 2: Review opening balance and transaction ledger

Step 3: Match sales, returns, receipts, refunds, credits, and allocations

Step 4: Review due dates and ageing buckets

Step 5: Identify unallocated, disputed, overdue, or duplicated values

Step 6: Compare customer total with the receivables control account

Check your work

Ledger closing, due/ageing total, invoice balances, and receivables control compare and confirm for the same scope.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- Confirm payment terms and cutoff when ageing differs from expectation.
- Allocate receipts through the customer-payment workflow, not by editing reports.

Related guides

- Receive a Customer Payment
- Allocate or Update Customer Payment Transactions

- Trace a Source Transaction into the General Ledger

What to do next

> **Receive a Customer Payment**.

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