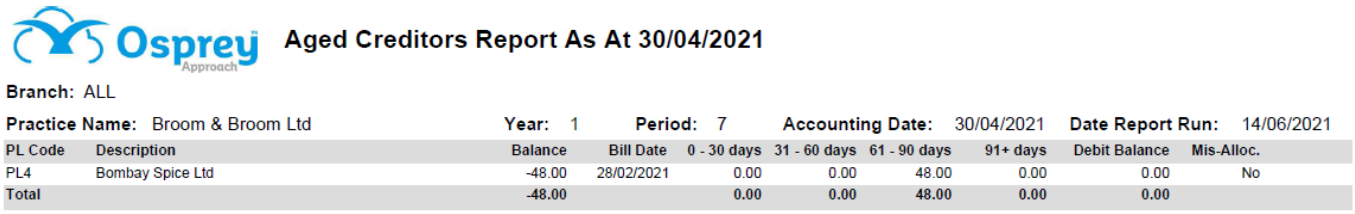
Osprey Approach: Reports: Aged Creditors

This help guide was last updated on
Feb 22nd, 2023

The latest version is always online at
https://support.ospreyapproach.com/?p=32673

A list of purchase ledger account (Supplier) balances – split aged across 0 , 30, 60, 90 days.



Osprey Approach

Aged Creditors Report As At 30/04/2021

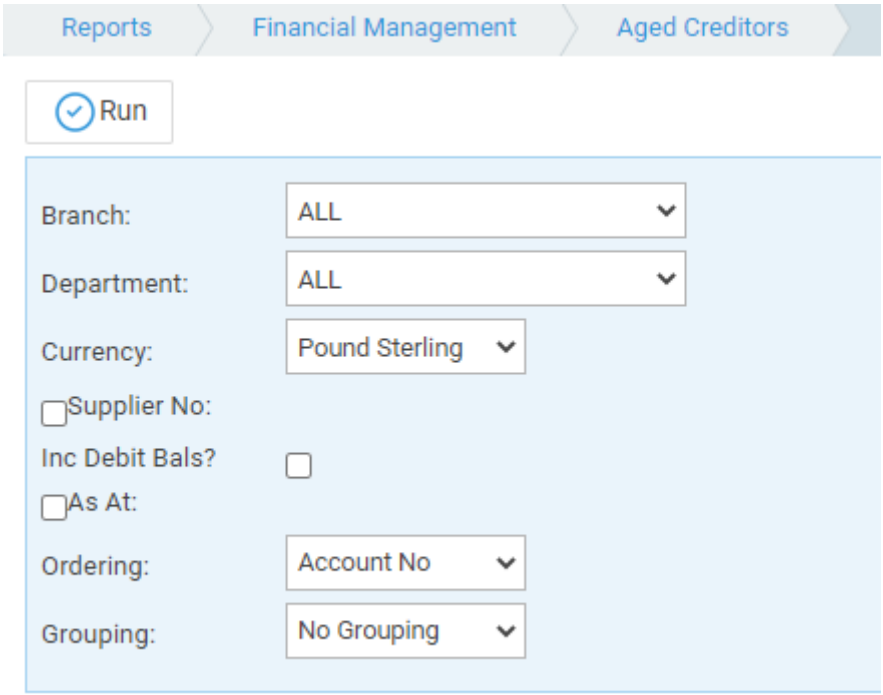
Branch: ALL

Practice Name: Broom & Broom Ltd **Year:** 1 **Period:** 7 **Accounting Date:** 30/04/2021 **Date Report Run:** 14/06/2021

PL Code	Description	Balance	Bill Date	0 - 30 days	31 - 60 days	61 - 90 days	91+ days	Debit Balance	Mis-Alloc.
PL4	Bombay Spice Ltd	-48.00	28/02/2021	0.00	0.00	48.00	0.00	0.00	No
Total		**-48.00**		**0.00**	**0.00**	**48.00**	**0.00**	**0.00**	

Aged Creditors example

Filters



- **Branch** - Defaults to All – can select an individual branch from the drop down list.
- **Department** – Defaults to All – can select a Department from the drop down list.
- **Currency** – Defaults to the default currency - other live currencies can be selected from the drop down list.
- **Supplier No.** – Ticking this box brings up a list of suppliers to select if only one, or a group of suppliers are required.
- **Inc. Debit Bals?** - Selecting this box allows the report to also list any suppliers who have a debit balance. Use this option to ensure your total matches the figure for Trade Creditors on the Trial Balance.
- **As At** - Ticking this box allows the report to be produces for a historical date. Remember to put / between the day, month and year. i.e. 23/02/2007, or click on the box to the right. This will bring up the calendar to select a date from.

Grouping and Ordering

- **Ordering** - changes the order in which the balances are displayed. Select from the drop down list Account No or Account Name.

- **Grouping** - select from the drop down list - No Grouping or Branch.

List of Columns produced

- Purchase Ledger code - the code for the supplier
- Supplier Description - the full name of the supplier
- Balance - the overall balance on each purchase ledger
- Bill Date - date of the last invoice
- 0 - 30 days - amount owing on invoices less than 30 days old
- 31 - 60 days - amount owing on invoices between 31 and 60 days old
- 61 - 90 days - amount owing on invoices between 61 and 90 days old
- 91 + days - amount owing on invoices more than 91 days old
- Debit Balance - amount owed from the supplier if applicable
- Mis Alloc? - if Yes is shown here, the payments and invoices are incorrectly allocated. See our guide here for assistance with this.