Document Format Options

Basic options available for all document formats except Electronic Payment Receipt	
Print on document release	If selected, BisTrack will automatically print the document on release of the transaction (e.g., on completion of a sales order).
Confirm with user on release	If "Print on document release" and this option are both selected, the user will be prompted to print on transaction release and may choose to cancel printing.
This is a customer copy	If selected, the document will not get a watermark when printed or reprinted.
This is a fax copy	If selected, the document will be faxed (when auto-sending is set up for the customer)
Additional options for sales orders & invoices	
Print on confirm pickup	If selected, the document will print when a Will Call transaction is marked as collected.
Print if contains external AVOs	If selected, transactions that contain external AVOs will print that document on completion of AVOs. (The user has the option to cancel printing.) The format will be available as an option from the "Print" command in the Order Monitor only for orders with external AVOs. This option works with the system option 'Print this document format set on AVO completion' (Go to System Options > Operational > Orders - Standard).
Print if no external AVOs	If selected, transactions that contain only internal AVOs will print that document on completion of the AVOs. (The user has the option to cancel printing.) The format will be available as an option from the "Print" command in the Order Monitor only if no external AVOs are on the transaction. This option works with the system option 'Print this document format set on AVO completion' (Go to System Options > Operational > Orders – Standard).
This is the issuing branch copy	For use when setting up a document format to print at the issuing branch's printer.
Apply to all sale types	This document will print as specified (or be available) for all sales types: Quick Sale, Will Call, Delivered, Direct, or Mixed. Other options allow you to select only specific sale types for this format. See below.
Picked Up Credit Sales	If selected, this document will print only for credit sales when they are marked picked up.
Delivered Credit Sales	If selected, this document will print only for credit sales when they are marked delivered.
Direct Credit Sales	If selected, this document will print only for direct shipment credit sales.
Picked Up Cash Sales	If selected, this document will print only for cash sales when they are marked picked up.

Delivered Cash Sales	If selected, this document will print only for cash sales when they are marked delivered.
Direct Cash Sales	If selected, this document will print only for cash sales when they are direct.
Quick Sale Credit Sales	If selected, this document will print only for Quick Sale sales for credit customers.
Will Call Credit Sales	If selected, this document will print only for Will Call sales for credit customers.
Quick Sale Cash Sales	If selected, this document will print only for Quick Sale sales for cash customers.
Will Call Cash Sales	If selected, this document will print only for Will Call sales for cash customers.
Additional options for credit notes as credit returns If the system option "Use customer credit notes for customer returns" is set to Yes, the following options appear for the credit note document. System Manager > Tools > System Options > Operational - Credits) These options allow you to set up a different format for each credit note status.	
Print on Returned to Branch	If selected (which it is by default), the document format prints when the returned material is received and the credit note is marked as Returned (when the credit note Handling method is Return Authorized).
Print on Collect From Customer	If selected, the document format prints when the credit note Handling method is Collect From Customer and the credit note has been marked as Collected.
Print on Return Authorized	If selected, the document format prints when the credit note is created.

About Epicor

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