

## **Purchase Account Delete Utility**

The Purchase Account Delete Utility allows the user to deletion of Purchase Ledger Account records regardless of the existence of transactions against the account.

The utility will be presented as a menu option called 'Delete Accounts' on the Purchase Ledger – Utilities

The utility will present a form enabling the user to select either a 'Customer Profile Code' or a "Customer Account Number" from a list of valid customer profiles / accounts.

### **Bespoke Process**

A list of accounts that have a zero balance and a supplier profile code or account number that matches the code provided by the user will be presented in grid format, and the user will be able to select one or more accounts from the list for deletion, by means of standard Select / (De) Select / Select All / (De)Select All options.

On acceptance of the selection, the routine will perform checks against all relevant Opera 3 modules that the customer has licensed i.e. Purchase, POP, CRM and Job Costing, to ensure that no live purchase transactions (that is, one with an outstanding balance) or live links exists in respect of the selected account(s).

A report will be produced listing all selected accounts, whether or not they may be deleted and if not able to be deleted, a list of outstanding transactions on the affected account.

On production of the report, the user will be prompted to either proceed or cancel.

Selecting Proceed will cause all selected accounts that were reported as delete-able to be deleted, and all purchase history for the account will be removed along with the account header. Any account that was reported as having outstanding live transactions or live links to other modules will remain undeleted.

Selecting Cancel will cause the routine to terminate without deleting any accounts.

**Note:** Exclusive access to the system will be required in order for this utility to run.

**Purchase Account Delete Utility - £250.00**

**Annual Maintenance and Support - £75.00**