



<b>Rux Software</b>	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	1/127

1.	Introduction to ODT Intercompany.....	2
1.1.	ODT Intercompany Overview.....	2
2.	ODT Intercompany Setup.....	2
2.1.	How to Enable Intercompany.....	2
2.1.1.	Overview.....	2
2.1.2.	How to Enable Intercompany.....	3
2.1.3.	How to Setup Intercompany Test Reports.....	7
2.2.	How to Setup Intercompany Users.....	14
2.2.1.	Overview.....	14
2.2.2.	How to Setup Intercompany Users.....	14
2.3.	How to Setup Intercompanies.....	16
2.3.1.	Overview.....	16
2.3.2.	How to Setup Intercompanies.....	17
2.3.3.	How to Setup intercompany Taxes.....	22
2.3.4.	How to Setup Intercompany Multi-currency.....	23
2.4.	How to Setup Intercompany Translations.....	24
2.4.1.	Overview.....	24
2.4.2.	How to Setup Intercompany Translations.....	25
2.4.3.	How to Add Dimensions to Intercompany.....	28
2.4.4.	How to Add Bank Accounts to Intercompany.....	32
2.5.	How to Setup User Level Validation.....	35
2.5.1.	Overview.....	35
2.5.2.	How to Setup User Level Validation.....	35
3.	Using ODT Intercompany.....	42
3.1.	Intercompany Journals and Recurring Journals.....	42
3.1.1.	How to Create Intercompany General Journals.....	42
3.1.2.	How to Create Intercompany Recurring General Journals.....	57
3.2.	Intercompany Sales Documents.....	67
3.2.1.	Overview.....	67
3.2.2.	How to Create an Intercompany Sales Orders.....	67
3.2.3.	How to Create an Intercompany Sales Invoices.....	76
3.2.4.	How to Create an Intercompany Sales Credit Memos.....	85
3.3.	Intercompany Purchase Documents.....	93
3.3.1.	Overview.....	93
3.3.2.	How to Create an Intercompany Purchase Order.....	94
3.3.3.	How to Create an Intercompany Purchase Invoice.....	103
3.3.4.	How to Create an Intercompany Purchase Credit Memo.....	112
3.4.	Unposted Intercompany Transactions.....	121
3.4.1.	Overview.....	121
3.4.2.	Posting Intercompany Journal in Source Company.....	122
3.4.3.	Posting Intercompany Journal in Target Company.....	124

# 1. Introduction to ODT Intercompany

## 1.1. ODT Intercompany Overview

In today's world of consolidations and mergers, the need for intercompany processing is clear. Even more complex accounting transactions need to be handled more efficiently with accountants spending too much time reconciling intercompany accounts. The InterCompany add-on can save you time each month

Key Features:

- Define Accounts and Dimensions to be used in Intercompany transactions
- Use 'Auto Posting' flag in the User Setup to allow users to automatically post I/C journals in the Target company
- Repeat past I/C transactions with Copy Document
- Define in the Source Company which Target companies it can post to

InterCompany Processing allows account transactions to be posted from one company to another company within Dynamics 365 Business Central for the General Ledger (GL), Sales & Receivables (AR), and Purchases & Payables (AP) functional areas. It includes Recurring Journal entries with Allocations and can post taxes to the selected company. It also has full multi-currency intercompany functionality and can account for differences in company exchange rates.

InterCompany transactions are identified when a participating intercompany name is selected from the active intercompany list. When the intercompany name is selected in the source company's transaction, the field lookups for "G/L Account No." and all related dimension codes reference the target company's records. These accounts and dimensions are then entered directly into the source company transaction.

Posting the intercompany transaction creates related intercompany journal entries in the target company and balancing or audit entries in the source company following the rules setup in the Intercompany translation, which is used to validate the transaction.

InterCompany Processing relies on the posting of transactions in both companies. The posting of an intercompany transaction in the source company creates journal entries in the target company for review before posting. This process creates a non-invasive approach to performing intercompany transaction posting in the Business Central toolkits.

InterCompany Processing has been integrated with the standard Navigate functionality in the source company. Performing a Navigate on a "Document No." that contains intercompany transactions will display the General Ledger and Tax Ledger Entries created in the target company. The Intercompany functionality will also allow the user to look directly at those transactions in the target company.

AP and AR Documents with intercompany transactions can be copied in the source company through the standard copy document functionality. Full auditing is also available in the source company for the intercompany account and dimensions used on posted documents. InterCompany Processing works across companies in one database.

## 2. ODT Intercompany Setup

### 2.1. How to Enable Intercompany

#### 2.1.1. Overview

The following steps will enable the ODT Intercompany functions. These steps must be done in both the Source company and the Target company.

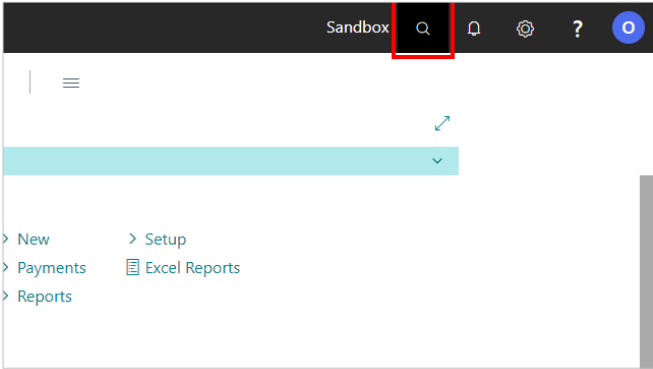
Note: To ensure that ODT Intercompany functions correctly, the LCY Code in the General Ledger Setup must have a ISO 4217 Currency Code. For example, Canadian Dollar = CAD, US Dollar = USD.



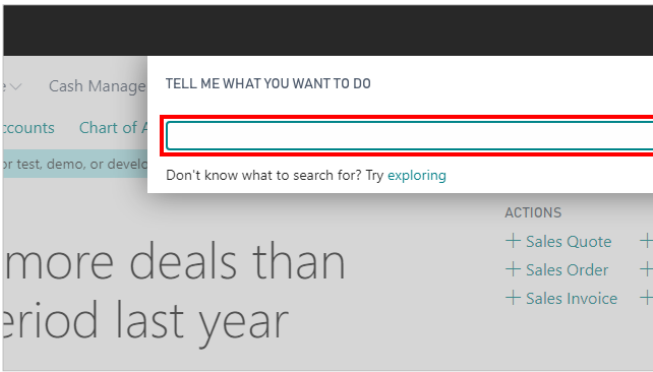
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	September 26, 2025
RUX Intercompany Help	3/127

2.1.2.                    **How to Enable Intercompany**

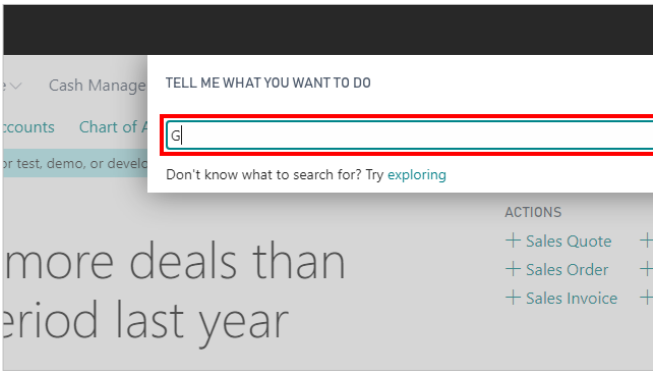
Click on the link **Search**



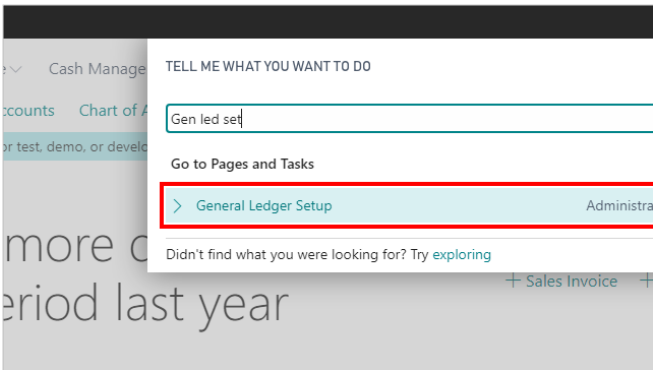
Click on the field **Type to start search:**



Enter **General Ledger Setup**.



Click on **General Ledger Setup Administration**





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	September 26, 2025
RUX Intercompany Help	4/127

Click on the toggle field **Allow GL Intercompany**

Code: 0.01  
Tax Rounding Type: Nearest  
Bank Account Nos.: BANK  
Bank Rec. Adj. Doc. N...  
Deposit Nos.:  
Allow GL Intercompany: ☐  
GL IC usr Lvl Validation: ☐  
VAT in Use: ☐  
Bank Recon. with Aut...: ☒

Click on the toggle field **GL IC usr Lvl Validation**

We recommend to have this feature off, unless you use user restriction.

Code: 0.01  
Tax Rounding Type: Nearest  
Bank Account Nos.: BANK  
Bank Rec. Adj. Doc. N...  
Deposit Nos.:  
Allow GL Intercompany: ☒  
GL IC usr Lvl Validation: ☐  
VAT in Use: ☐  
Bank Recon. with Aut...: ☒

Click on the back button

CRONUS SOURCE BM | Financials  
Customers Vendors Items Bank  
X This is a sandbox environment (preview)  
INSIGHT FROM THE LAST THREE MONTHS  
You closed 16 in the same p  
General Ledger  
X Reminder: your work date is 4/11/2025  
General Posting Tax Bank Jou  
General  
Allow Posting From ...

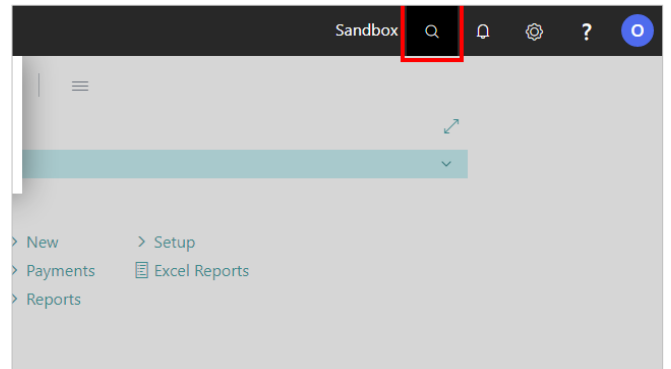
Click on the link **Search**

Sandbox  
Tell me what you want to do. Quickly access actions, pages, reports, documents, and apps and consulting services.  
New Setup  
Payments Excel Reports  
Reports

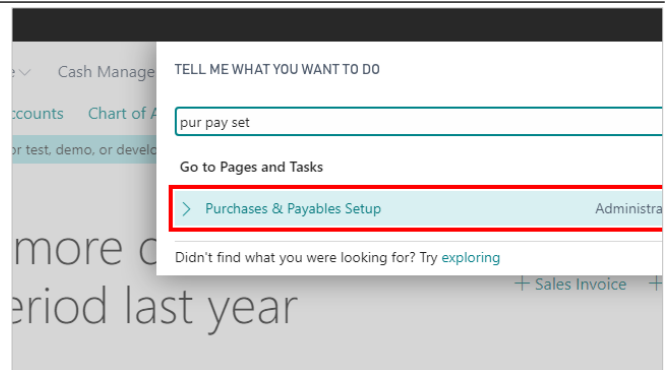


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	September 26, 2025
RUX Intercompany Help	5/127

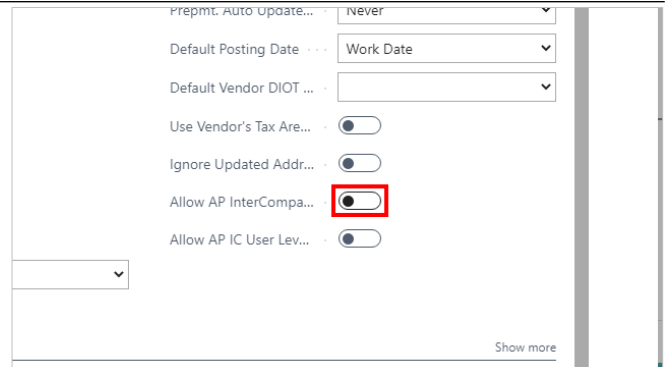
Enter the text **Purchase Payables Setup**.



Click on **Purchases & Payables Setup Administration** ☐

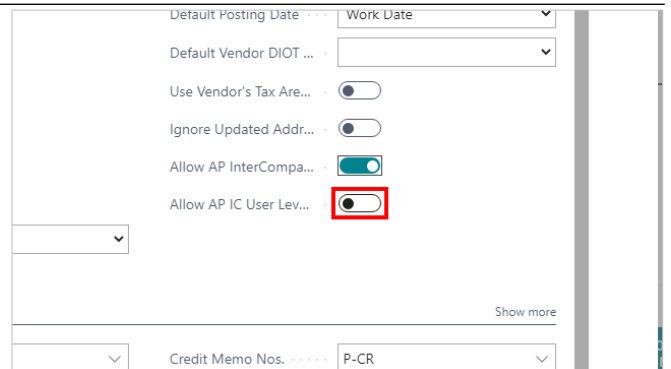


Click on the toggle field **Allow AP InterCompany**



Click on the toggle field **Allow AP IC User Level Validation**

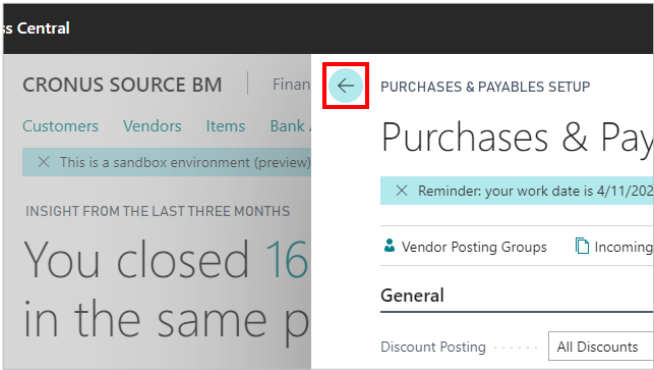
We recommend to have this feature off, unless you use user restriction.



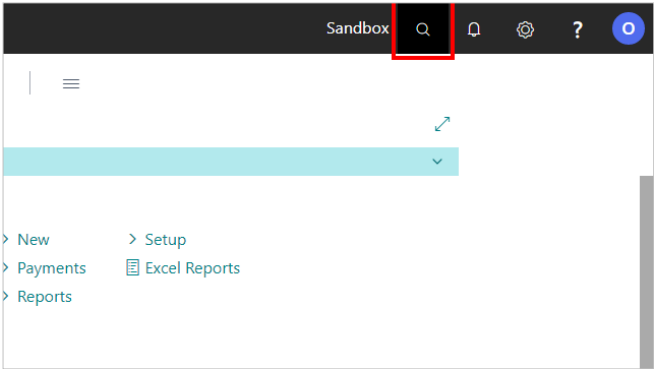


Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	6/127

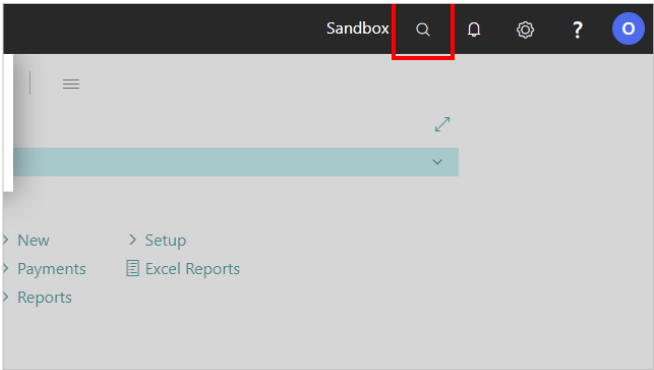
Click on the back button



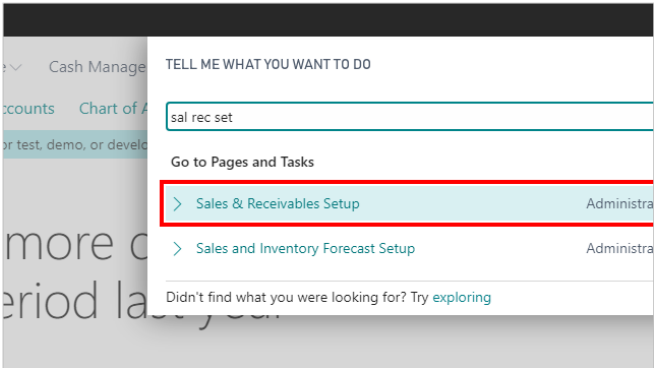
Click on the link **Search**



Enter the text **Sales Receivable Setup**.



Click on **Sales & Receivables Setup Administration**





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	September 26, 2025
RUX Intercompany Help	7/127

Click on the toggle field **Allow AR InterCompany**

Click on the toggle field **AR IC User Level Validation**

We recommend to have this feature off, unless you use user restriction.

Click on the back button

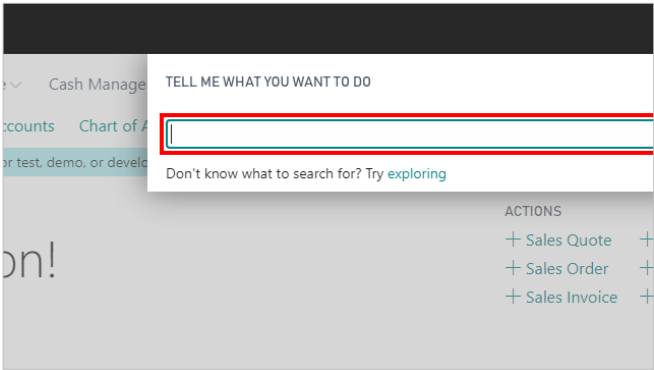
## 2.1.3. How to Setup Intercompany Test Reports

Click on the link **Search**

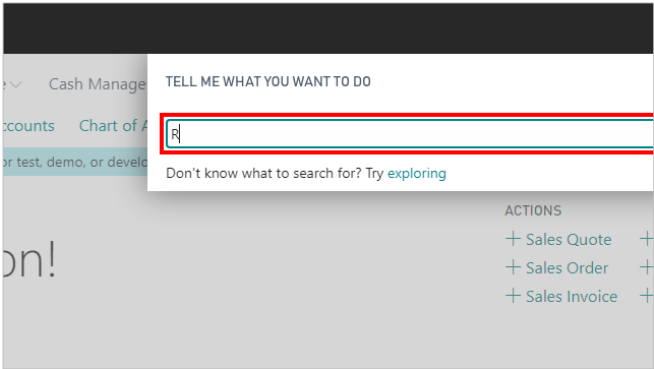


Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	8/127

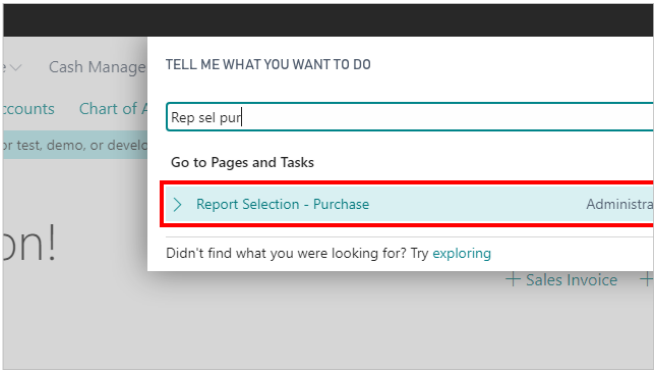
Click on the field **Type** to start search:



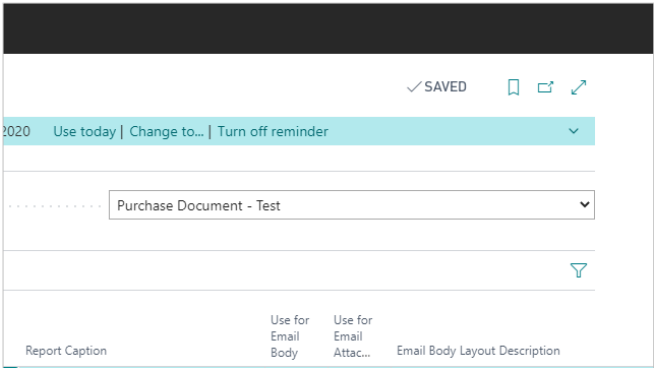
Enter **Report Selection Purchase**.



Click on **Report Selection - Purchase Administration** ☐



Click on the item **Usage** in the list  
And select Purchase Document - Test



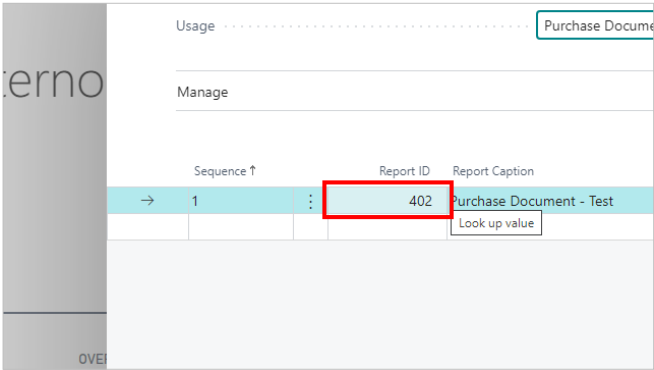




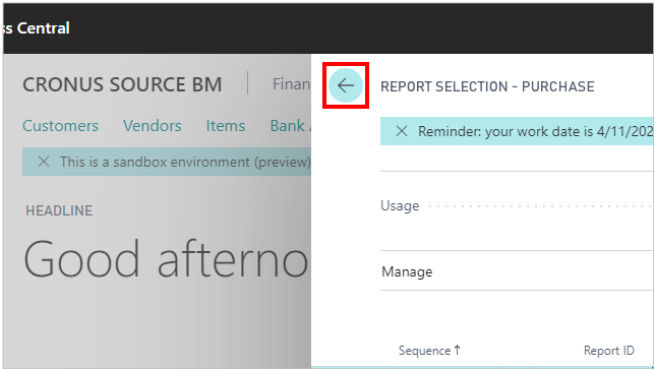
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	September 26, 2025
RUX Intercompany Help	9/127

Click on the cell **Report ID** with the value **402**

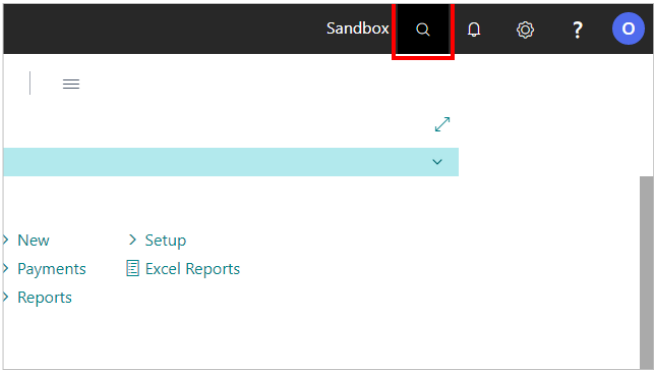
Enter report ID 23001092



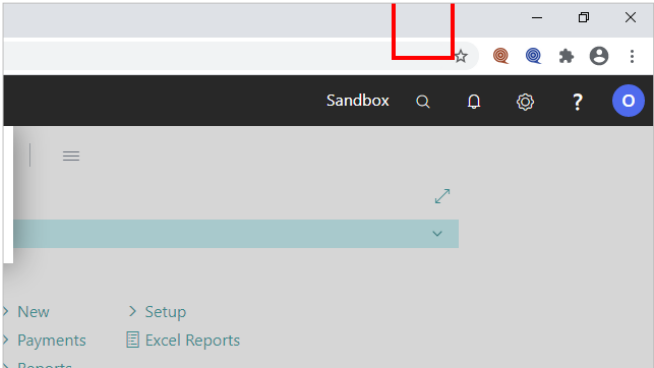
Click on the back button



Click on the link **Search**



Enter **Search**.





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	September 26, 2025
RUX Intercompany Help	10/127

Click on **Report Selection - Sales Administration**

Click on the field **Usage**

Click on the item **Sales Document - Test** in the list

Click on the cell **Report ID** with the value **202**



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	September 26, 2025
RUX Intercompany Help	11/127

Enter Report ID 23001091

Usage ..... Sales Document - Test

Manage

Sequence ↑	Report ID	Report Caption	Use for Email Body	Use for Attachments
→ 1	23001091	Sales Document - Test	<input type="checkbox"/>	

ID ↑ Object Caption

→ 23001091 Sales Document IC - Test

Select

Click on the back button

CRONUS SOURCE BM | Financials

Customers Vendors Items Bank

× This is a sandbox environment (preview)

HEADLINE

Good afternoon

REPORT SELECTION - SALES

× Reminder: your work date is 4/11/2025

Usage ..... Manage

Sequence ↑ Report ID

Click on the link **Search**

Sandbox

Search

New Setup Payments Excel Reports Reports

Click on the field **Type to start search:**

Enter General Journal Template

Cash Management

Accounts Chart of Accounts

or test, demo, or development

g item was with 18 units

TELL ME WHAT YOU WANT TO DO

Don't know what to search for? Try exploring

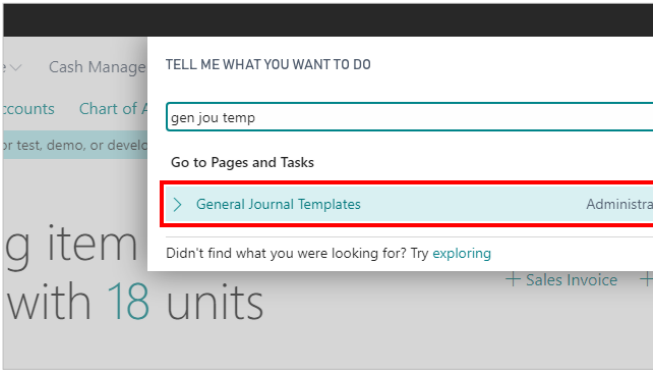
ACTIONS

- + Sales Quote
- + Sales Order
- + Sales Invoice

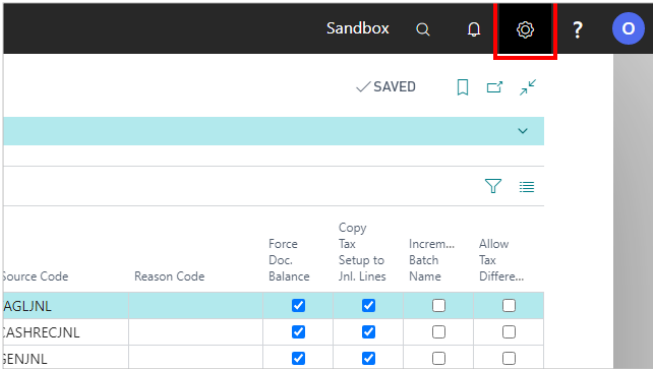


Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	12/127

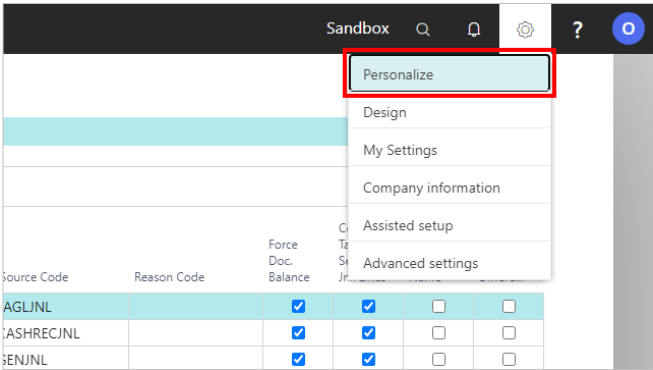
Click on **General Journal Templates Administration**



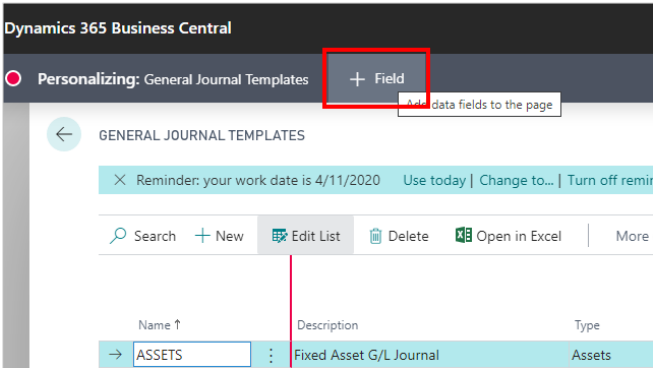
Click on the link **Setting**



Click on the menu item **Personalize**



Click on the link **Add data fields to the page**





Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	13/127

Click and hold the left mouse button the Test Report ID

Clear personalization

Done

Less

SAVED

▼

Filter

Info

Force Doc. Bala...

Copy Tax Setup to Jnl.

Incr... Batch Name

Allow Tax Diffe...

Integer Test Report ID

Ready

Integer Page ID

Ready

Integer Posting Report ID

Ready

place the Test Report ID in the General Template page

Dynamics 365 Business Central

Personalizing: General Journal Templates

+ Field

GENERAL JOURNAL TEMPLATES

Reminder: your work date is 4/11/2020 Use today | Change to... | Turn off reminder

Search + New Edit List Delete Open in Excel More options

Name ↑ Description Type Recu...

ASSETS Fixed Asset G/L Journal Assets

Integer Test Report ID

Ready

Click on the link Stop personalizing

Sandbox

Clear personalization

Done

Less

SAVED

▼

Filter

Info

Reason Code

Force Doc. Bala...

Copy Tax Setup to Jnl.

Incr... Batch Name

Integer Page ID

Ready

Integer Posting Report ID

Ready

Click on the cell Test Report ID with the value 2

Delete Open in Excel More options

	Type	Recurr...	Test Report ID	Bal. Account Type	Bal. Account No
Journal	Assets	<input type="checkbox"/>	2	G/L Account	
	Cash Receipts	<input type="checkbox"/>	2	G/L Account	
	General	<input type="checkbox"/>	2	G/L Account	
	Payments	<input type="checkbox"/>	10089	G/L Account	



Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	14/127

Click on the link in cell **ID** with the value **23001090**

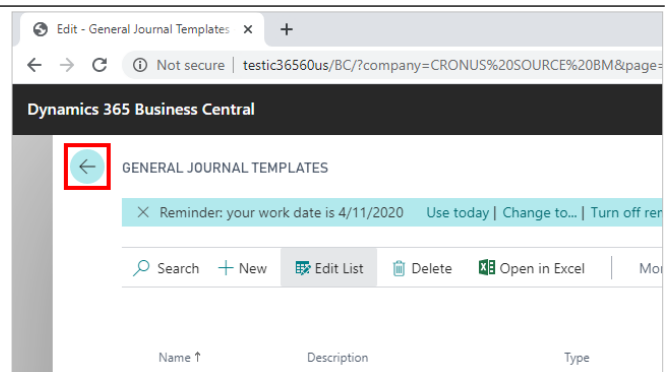
Type	Recurr...	Test Report ID	Bal. Account Type	Bal. Account No.
Assets	<input type="checkbox"/>	2	G/L Account	
Cash Receipts	<input type="checkbox"/>	2	G/L Account	
General	<input type="checkbox"/>	23001090	G/L Account	
Payments	<input type="checkbox"/>			

ID ↑	Object Caption
23001090	General Journal IC - Test

Select record "23001090"

Click on the back button



ODT Intercompany is now setup and you are ready to setup the Users and Translations

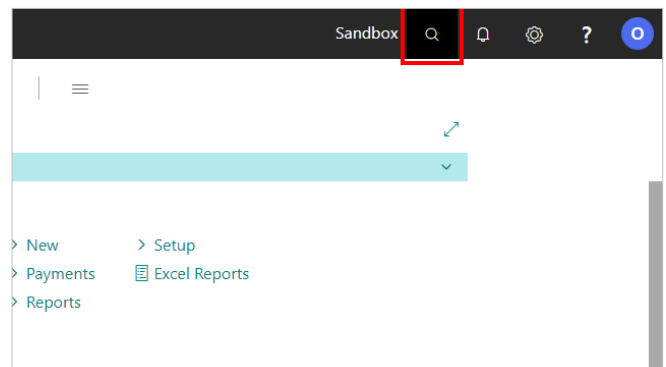
## 2.2. How to Setup Intercompany Users

### 2.2.1. Overview

Setting up Users in the User Setup Page allows ODT Intercompany to post automatically in the Target Company. The following steps illustrate how to setup each user in the Source company so that they can post intercompany transactions.

### 2.2.2. How to Setup Intercompany Users

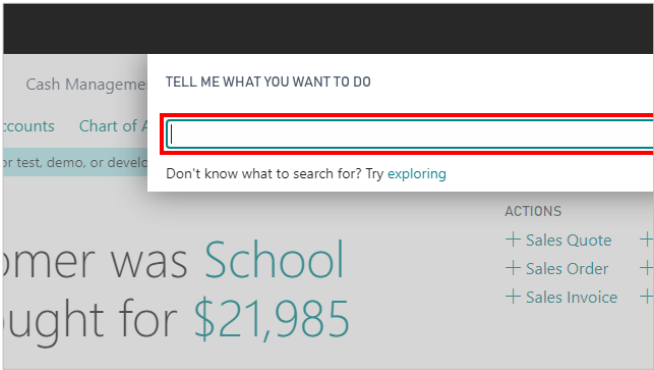
Click on the link **Search**



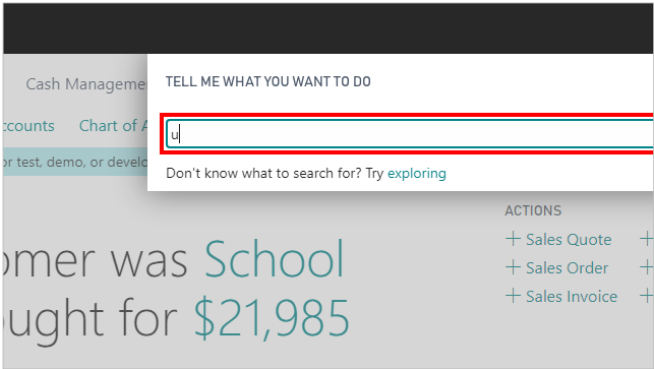


Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	15/127

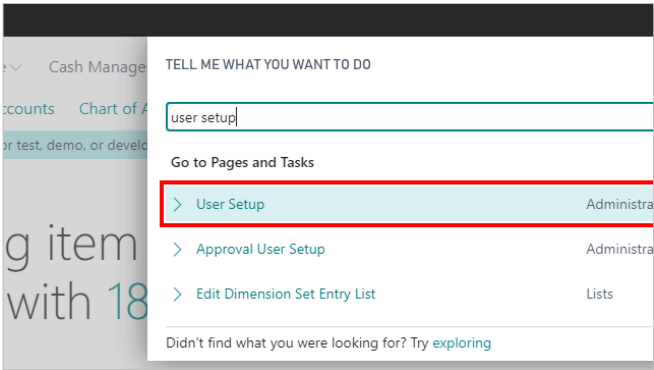
Click on the field **Type** to start search:



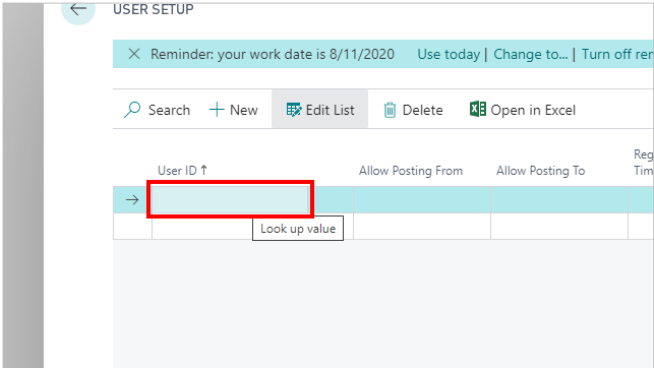
Enter **User setup**.



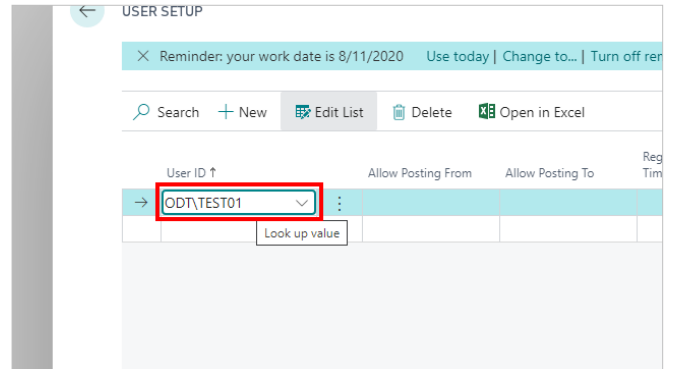
Click on **User Setup Administration** ☐



Click on the cell **User ID**

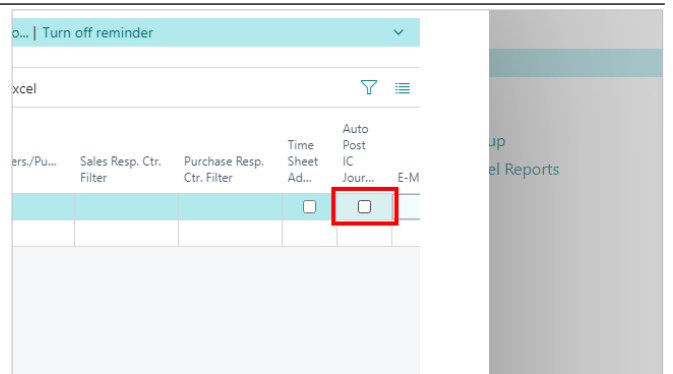


Add the User that will have Intercompany Posting access

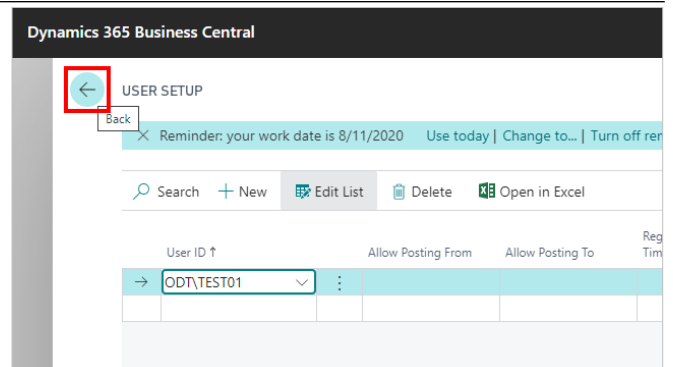


Click on **Auto Post IC Journal** field to add Check Mark

This will allow the intercompany transactions to be automatically posted in the Target company



Click on the back button



The User Setup for ODT Intercompany is now complete

## 2.3. How to Setup Intercompanies

### 2.3.1. Overview

To use ODT Intercompany you must first setup the Target company in the Source company. The following instructions will assist with this setup.

The setup will also enable Multi-currency and tax transaction to be transferred to the Target company

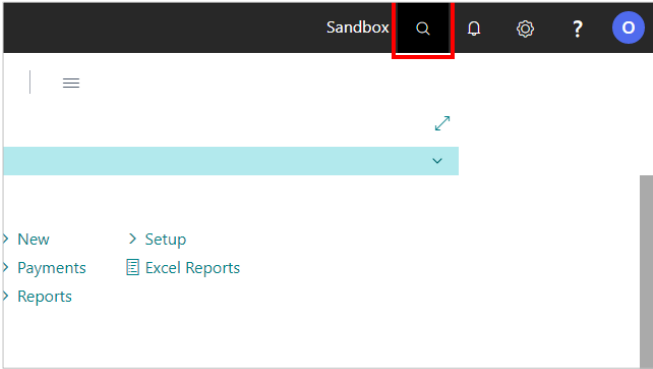




Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	17/127

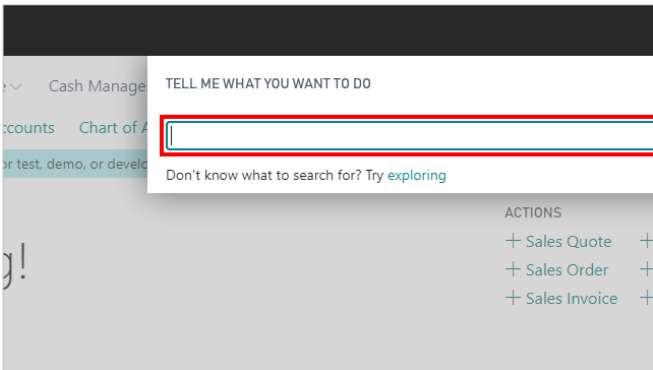
2.3.2.                   How to Setup Intercompanies

Click on the link **Search**

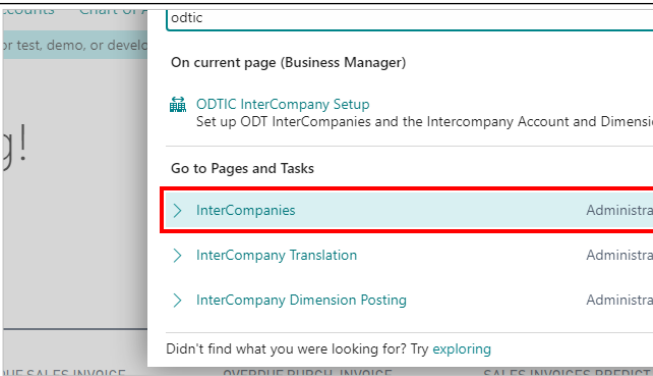


Click on the field **Type to start search:**

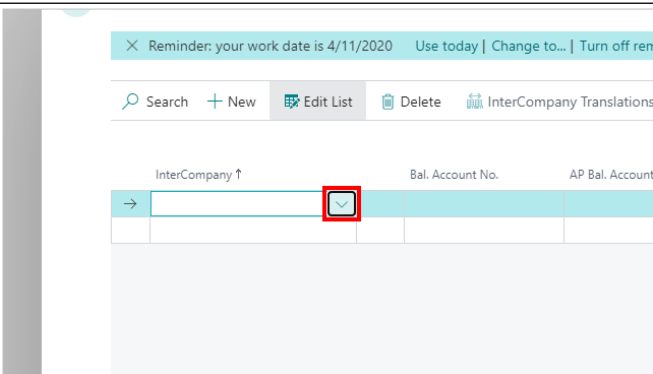
Enter ODTIC



Click on **InterCompanies Administration** ☐



Click on the lookup button in the cell **InterCompany**





Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	18/127

Select your Target company that you will use for Intercompany transactions

InterCompany ↑ Bal. Account No. AP Bal. Account No.

→

Name ↑

- CRONUS SOURCE BM
- CRONUS TARGET BM**
- CRONUS USA, Inc.
- CRONUS USA, Inc. IC Target
- My Company

Select from full list

Click on the lookup button in the cell **Balance Account No.**

your work date is 4/11/2020 Use today | Change to... | Turn off reminder

+ New Edit List Delete InterCompany Translations Create Demo Data

any ↑ Bal. Account No. AP Bal. Account No. AR Bal. Account No.

TARGET BM : [lookup button]

Look up value

Choose the Balance Account for Intercompany Journals.

A "Balance Account No." is required for each company. The "Balance Account No." is used when creating the journal entries in the target company, upon posting of an Intercompany Transaction. Clicking the lookup button will display the target company's Chart of Accounts, from which to select from

company ↑ Bal. Account No.

US TARGET BM : [lookup button]

Account Name	Account No.	Account Type
CRONUS TARGET BM	10000	BALANCE
CRONUS TARGET BM	10001	ASSETS
CRONUS TARGET BM	10100	Check
CRONUS TARGET BM	10200	Saving
CRONUS TARGET BM	10300	Petty
CRONUS TARGET BM	10400	Accou
<b>CRONUS TARGET BM</b>	<b>10450</b>	ODTIC
CRONUS TARGET BM	10500	Prepa
CRONUS TARGET BM	10600	Prepa
CRONUS TARGET BM	10700	Invent
CRONUS TARGET BM	10800	Equip
CRONUS TARGET BM	10900	Accun

Click on the cell **AP Balance Account No.**

new Edit List Delete InterCompany Translations Create Demo Data Op

any ↑ Bal. Account No. AP Bal. Account No. AR Bal. Account No.

TARGET BM : 10450 [lookup button]



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	September 26, 2025
<b>RUX Intercompany Help</b>	19/127

Choose the G/L Account that you wish to use for Intercompany AP Entries. If left blank, the default "Balance Account No." will be used.

Work date is 4/11/2020 Use today | Change to... | Turn off reminder

new Edit List Delete InterCompany Translations Create Demo Data Open

	Bal. Account No.	AP Bal. Account No.	AR Bal. Account No.
GET BM	10450		

Click on the cell **AR Balance Account No.**

Use today | Change to... | Turn off reminder

Delete InterCompany Translations Create Demo Data Open in Excel More

Bal. Account No.	AP Bal. Account No.	AR Bal. Account No.	Bank Bal. Account No.
10450	10450		

Choose the G/L Account that you wish to use for Intercompany AR Entries. If left blank, the default "Balance Account No." will be used.

... | Turn off reminder

Company Translations Create Demo Data Open in Excel More options

AP Bal. Account No.	AR Bal. Account No.	Bank Bal. Account No.	IC General Journal Template
10450			

Click on the cell **Bank Balance Account No.**

... | Turn off reminder

any Translations Create Demo Data Open in Excel More options

AP Bal. Account No.	AR Bal. Account No.	Bank Bal. Account No.	IC General Journal Template
10450	10450		

Look up value



Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	20/127

Click on the lookup button in the cell **Bank Balance Account No.**

Create Demo Data   Open in Excel   More options			
AR Bal. Account No.	Bank Bal. Account No.	IC General Journal Template	IC General Journal Batch
10450	<input type="text"/>	<input type="button" value="..."/>	

Choose the G/L Account that you wish to use for Intercompany Bank Account Entries. If left blank, the default "Balance Account No." will be used.

Company ↑	Bal. Account No.	
US TARGET BM	10450	→ CRONUS TARGET BM : 10000 BALAN
		CRONUS TARGET BM 10001 ASSETS
		CRONUS TARGET BM 10100 Check
		CRONUS TARGET BM 10200 Saving
		CRONUS TARGET BM 10300 Petty
		CRONUS TARGET BM 10400 Accou
		CRONUS TARGET BM : 10450 ODTIC
		CRONUS TARGET BM 10500 Prepa
		CRONUS TARGET BM 10600 Prepa
		CRONUS TARGET BM 10700 Invent
		CRONUS TARGET BM 10800 Equip
		CRONUS TARGET BM 10900 Accou

Click on the cell **IC General Journal Template**

Create Demo Data   Open in Excel   More options			
AR Bal. Account No.	Bank Bal. Account No.	IC General Journal Template	IC General Journal Batch
10450	10450	<input type="button" value="..."/>	

Click on the lookup button in the cell **IC General Journal Template**

Open in Excel   More options				
Bank Bal. Account No.	IC General Journal Template	IC General Journal Batch	Post Taxes	Allow Multi-Currency
10450	<input type="text"/>	<input type="button" value="..."/>	<input type="checkbox"/>	<input type="checkbox"/>



Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	21/127

Click on the link in cell **Name** with the value **GENERAL**

A screenshot of a software interface showing a dropdown menu. The menu is open, displaying a list of options: 'ASSETS', 'CASHRCPT', 'GENERAL', and 'PAYMENT'. The 'GENERAL' option is highlighted with a red rectangular box. Above the menu, there is a reminder bar that says 'Reminder: your work date is 4/11/2020 Use today |'. The background shows a table with columns for 'Name' and 'Bal. Account No.', with a row for 'GET BM' and '10450'.

Click on the cell **IC General Journal Batch**

A screenshot of a software interface showing a table. The table has columns: 'Bank Bal. Account No.', 'IC General Journal Template', 'IC General Journal Batch', 'Post Taxes', and 'Allow Multi-Currency'. The row for '10450' is selected, and the 'GENERAL' value in the 'IC General Journal Batch' column is highlighted with a red rectangular box. Above the table, there are buttons for 'Open in Excel' and 'More options'.

Click on the lookup button in the cell **IC General Journal Batch**

Select the Journal Batch INTERCOMP. If the INTERCOMP batch is not there then it must be created. If it is there then the next step can be skipped

A screenshot of a software interface showing a dropdown menu. The menu is open, displaying a list of options: 'ODTIC'. The 'ODTIC' option is highlighted with a red rectangular box. Above the menu, there is a reminder bar that says 'Reminder: your work date is 4/11/2020 Use today |'. The background shows a table with columns for 'IC General Journal Template', 'IC General Journal Batch', 'Post Taxes', 'Allow Multi-Currency', and 'Multi-Curr. Rounding Account', with a row for 'GENERAL'.

Click on the navigation menu item **New**

A screenshot of a software interface showing a navigation menu. The menu is open, displaying a list of options: 'New', 'Edit List', 'Delete', and 'Process'. The 'New' option is highlighted with a red rectangular box. Above the menu, there is a reminder bar that says 'Reminder: your work date is 4/11/2020 Use today |'. The background shows a table with columns for 'Name', 'Description', and 'Bal. Account Type', with a row for 'DEFAULT' and 'MONTHLY'.



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	September 26, 2025
RUX Intercompany Help	22/127

Click on the cell **Name**

Enter INTERCOMP

GENERAL JOURNAL BATCHES

Reminder: your work date is 4/11/2020 Use today |

Name ↑	Description
→ *	
DEFAULT	Default Journal Batch
MONTHLY	Monthly Journal Entries

Click on the cell **Description**

Enter "Intercompany Journal Entries"

GENERAL JOURNAL BATCHES

Reminder: your work date is 4/11/2020 Use today | Change to...

Name ↑	Description	Bal. Account Type	Bal. No.
→ *	Intercompany Journal Entries	S/L Account	
DEFAULT	Default Journal Batch	G/L Account	
MONTHLY	Monthly Journal Entries	G/L Account	10

Click on the button **OK**

OK Cancel

### 2.3.3. How to Setup intercompany Taxes

Click on **Post Taxes**

If the Post Taxes option is enabled a Non-Tax Tax Group Code must be entered. This tax group identifies a non taxable tax group code in the source company. This facilitates the posting of taxes into the target company.

IC General Journal Template

IC General Journal Batch

Post Taxes

Allow Multi-Currency

Multi-Curr. Rounding Account

GENERAL	INTERCOMP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
---------	-----------	-------------------------------------	--------------------------	--



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	September 26, 2025
RUX Intercompany Help	23/127

Click on the cell **Non-Tax Tax Group Code**

NOT SAVED

Batch	Post Taxes	Allow Multi-Currency	Multi-Curr. Rounding Account	Non-Tax Tax Group Code
	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

Click on the link in cell **Code** with the value **NONTAXABLE**

GENERAL INTERCOMP

Code ↑	Description
→ FURNITURE	Taxable Olympic Furniture
LABOR	Labor on Job
MATERIALS	Taxable Raw Materials
NONTAXABLE	Nontaxable
SUPPLIES	Taxable Olympic Supplies
+ New	

## 2.3.4. How to Setup Intercompany Multi-currency

Click on **Allow Multi-Currency**

Multi-currency can be enabled for Intercompany transactions. The Exchange Rate in the Source company will be used for these transactions.

✓ SAVED

Journal	IC General Journal Batch	Post Taxes	Allow Multi-Currency	Multi-Curr. Rounding Account	Non-Tax Tax G
	INTERCOMP	<input checked="" type="checkbox"/>	<input type="checkbox"/>		NONTAXABL

Click on the cell **Multi-Curr. Rounding Account**

✓ SAVED

IC General Journal Batch	Post Taxes	Allow Multi-Currency	Multi-Curr. Rounding Account	Non-Tax Tax Group Code
INTERCOMP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		NONTAXABLE



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	September 26, 2025
RUX Intercompany Help	24/127

Click on the lookup button in the cell **Multi-Curr. Rounding Account**

Batch	Post Taxes	Allow Multi-Currency	Multi-Curr. Rounding Account	Non-Tax Tax Group Code
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text"/>	NONTAXABLE

Select the Rounding GL Account in the Target company

InterCompany	No.	Name
→ CRONUS TARGET BM	61900	Rounding

Click on the button **OK**

OK Cancel

Click on the back button

← INTERCOMPANIES

InterCompany ↑	Bal. Account No.	AP Bal. Account
→ CRONUS TARGET BM	10450	10450

The Target company is now added to the Intercompany. The next step is to add the Intercompany Translations.

## 2.4. How to Setup Intercompany Translations

### 2.4.1. Overview

Intercompany Translations must be setup for each G/L Account in the Target company, or for a range of G/L accounts. This functionality allows posting to only accounts which have been setup within the translation. This also applies to Dimensions if required for posting to the Target company.





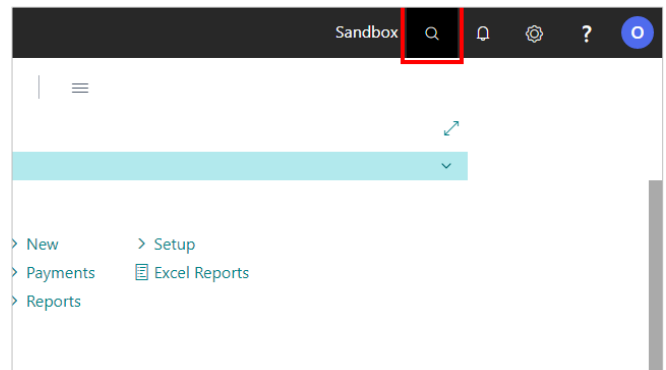
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	September 26, 2025
RUX Intercompany Help	25/127

In addition, if user level validation is required, the translations can be setup to allow only specific users to enter and post Intercompany transactions.

The following steps will assist in the setup of InterCompany Translations

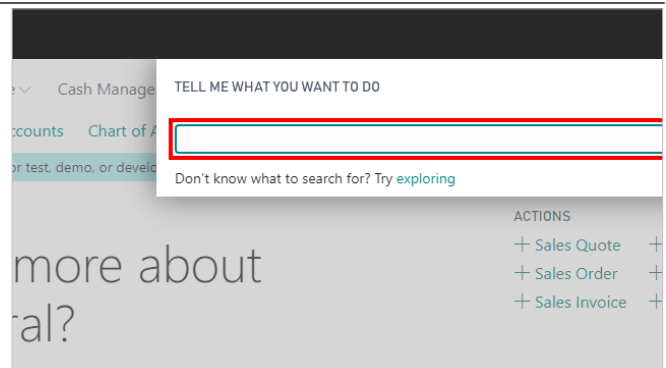
## 2.4.2. How to Setup Intercompany Translations

Click on the link **Search**

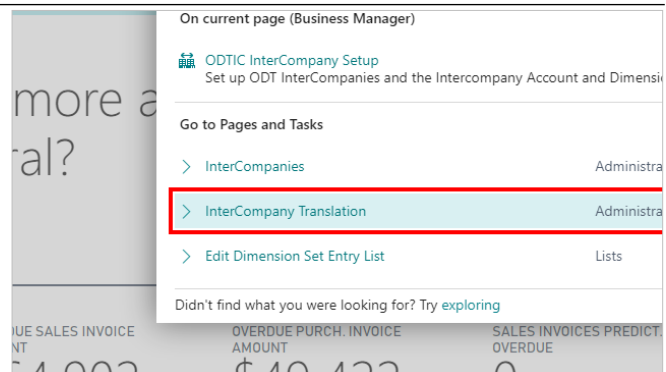


Click on the field **Type to start search:**

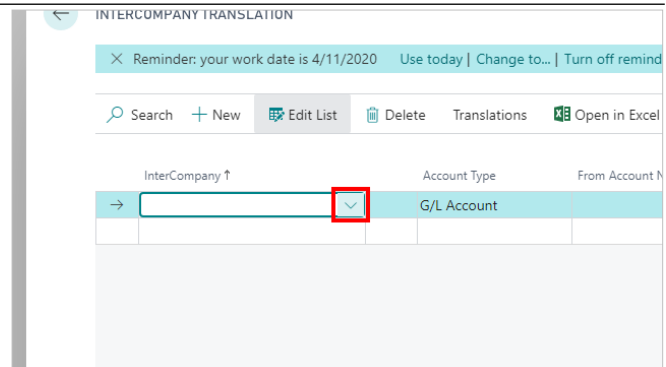
Enter the text ODTIC



Click on **InterCompany Translation Administration**



Click on the lookup button in the cell **InterCompany**





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	September 26, 2025
RUX Intercompany Help	26/127

Select the Company that you want to setup Translations for

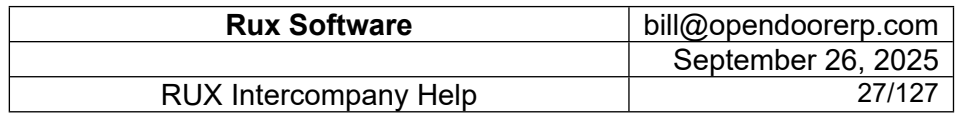
Select the Account Type. You can choose either G/L Account or Bank Account

Click on the cell **From Account No.**

Select the Account that the range of Accounts will start from

You can select a range of accounts, or just one account. If you would like to enable all the accounts in the Target company then select from the first account in the list to the last account in the list

InterCompany	No.	Name	Income/Bal...
CRONUS TARGET BM	10000	BALANCE SHEET	Balance Sh
CRONUS TARGET BM	10001	ASSETS	Balance Sh
CRONUS TARGET BM	10100	Checking account	Balance Sh
CRONUS TARGET BM	10200	Saving account	Balance Sh
CRONUS TARGET BM	10300	Petty Cash	Balance Sh
CRONUS TARGET BM	10400	Accounts Receivable	Balance Sh
CRONUS TARGET BM	10450	ODTIC Due/From CRONUS SOURC...	Balance Sh
CRONUS TARGET BM	10500	Prepaid Rent	Balance Sh




Balance Sh...	Assets	End-Tot...	
Balance Sh...	Liabilities	Begin-Total	
Balance Sh...	Liabilities	Posting	
US SOURC...	Balance Sh...	Liabilities	Posting
	Balance Sh...	Liabilities	Posting
owances	Balance Sh...	Liabilities	Posting
	Balance Sh...	Liabilities	Posting
	Balance Sh...	Liabilities	Posting
	Balance Sh...	Liabilities	Posting

OK

Cancel

today | Change to... | Turn off reminder

Translations
 Open in Excel
More options

Account Type	From Account No.	To Account No.	From User ID
5/L Account	10100	...	

CRONUS TARGET BM	61200	Repairs and Maintenance Expense
CRONUS TARGET BM	61300	Utilities Expense
CRONUS TARGET BM	61400	Office Supplies Expense
CRONUS TARGET BM	61500	Miscellaneous Expense
CRONUS TARGET BM	61600	Depreciation, Equipment
CRONUS TARGET BM	61700	Federal Income Tax Expense
CRONUS TARGET BM	61800	State Income Tax Expense
CRONUS TARGET BM	61900	Roundng
CRONUS TARGET BM	<b>61990</b>	<b>TOTAL EXPENSES</b>
CRONUS TARGET BM	<b>61995</b>	<b>NET INCOME</b>

Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	DOMESTIC
Income Sta...	Expense	End-Total	Purchase	
Income Sta...		Total		

If you select a range of Users in the next step then Intercompany will only be enabled for those users for the range of accounts that you selected in the previous step. This is useful if you want specific users to post intercompany transactions to a specific group of accounts e.g., revenue or cost of goods accounts



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	September 26, 2025
RUX Intercompany Help	28/127

Click on the cell **From User ID**

Add the first User in the range

off reminder

en in Excel | More options

From Account No.	To Account No.	From User ID	To User ID
00	61900	...	

Click on the cell **To User ID**

Add the last user in the range

ions

Account No.	From User ID	To User ID	Posting Account No.
00	ODT\TEST01	ODT\TEST01	10450
TINGS			10450

Click on the cell **Posting Account No.**

A "Posting Account No." is required for each translation. This is the Balance GL account that the transaction will be posted to in the source company in order for the entry to balance.

From User ID	To User ID	Posting Account No.	Dimension Translation
ODT\TEST01	ODT\TEST01	10450	
		10450	

Select the Posting Account No. that you will be using in the Source Company

From User ID	To User ID	Posting Account No.	Dimension Translation
			0

No.	Name
10200	Saving account
10300	Petty Cash
10400	Accounts Receivable
10450	ODTIC Due/From CRONUS SOURCE
10500	Prepaid Rent
10600	

+ New

### 2.4.3. How to Add Dimensions to Intercompany

The next steps will allow dimensions from the Target company to be used for Intercompany transactions.



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	September 26, 2025
RUX Intercompany Help	29/127

Click on the link in cell **Dimension Translation** with the value **0**

SAVED

User ID	Posting Account No.	Dimension Translation	Description
	10450	0	

Open record "0"

Click on the cell **Dimension Code**

EDIT - INTERCOMPANY DIMENSION TRANSLATIONS

Reminder: your work date is 4/11/2020 Use today | Change to... | Turn off reminder

InterCompany	Dimension Code	From Code
CRONUS TARGET BM		

Click on the lookup button in the cell **Dimension Code**

OMPANY DIMENSION TRANSLATIONS

your work date is 4/11/2020 Use today | Change to... | Turn off reminder

InterCompany	Dimension Code	From Code	To Code
CRONUS TARGET BM			

Select the Dimension Code you would like to use

your work date is 4/11/2020 Use today | Change to... | Turn off reminder

InterCompany	Code	Name
CRONUS TARGET BM	CUSTOMERGROUP	Customer Group
CRONUS TARGET BM	DEPARTMENT	Department



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	September 26, 2025
RUX Intercompany Help	30/127

Click on the button **OK**

Code ↑

Name

Dimension Transl

CUSTOMERGROUP	Customer Group
DEPARTMENT	Department

OK

Cancel

Click on the cell **From Code**

ANY DIMENSION TRANSLATIONS

ur work date is 4/11/2020 Use today | Change to... | Turn off reminder

▼

Dimension Code

From Code

To Code

ET BM	:	CUSTOMERGROUP		...
-------	---	---------------	--	-----

Select the Dimension Value that your range will start from

If you would like to use all the dimension values then select the first one in the list and the last one in the list in the next step.

NSLATIONS

020 Use today | Change to... | Turn off reminder

Dimension Code

From Code

To Code

Description

:	CUSTOMERGROUP		...	
---	---------------	--	-----	--

Close

Click on the button **OK**

Name

Dimension Transl

Large Business
Medium Business
Small Business

OK

Cancel



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	September 26, 2025
RUX Intercompany Help	31/127

Click on the cell **To Code**

CTIONS

Use today | Change to... | Turn off reminder

Dimension Code	From Code	To Code	Description
CUSTOMERGROUP	LARGE		

Close

Select the Dimension value that your range will end on

Reminder: your work date is 4/11/2020 Use today | Change to... | Turn off reminder

InterCompany	Code	Name
CRONUS TARGET BM	LARGE	Large Business
CRONUS TARGET BM	MEDIUM	Medium Business
CRONUS TARGET BM	SMALL	Small Business

Click on the button **OK**

Repeat these steps to enable more dimensions

Name

Large Business

Medium Business

Small Business

OK

Cancel

Click on the button **OK**

Name

Administration

Production

Sales

OK

Cancel



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	September 26, 2025
RUX Intercompany Help	32/127

## 2.4.4. How to Add Bank Accounts to Intercompany

To add Bank Accounts to the Translations, use the following steps on a new line  
Click on the cell **InterCompany**

InterCompany ↑	Account Type	From Account No.
→ CRONUS TARGET BM	G/L Account	10100

Select your Target company

InterCompany ↑	Account Type	From Account No.
→ CRONUS TARGET BM	G/L Account	10100

InterCompany ↑

→ CRONUS TARGET BM

+ New

Select from full list

Click on the cell **Account Type** with the value **G/L Account Bank Account**

InterCompany ↑	Account Type	From Account No.
→ CRONUS TARGET BM	G/L Account	10100

Click on the item **Bank Account** in the list

InterCompany ↑	Account Type	From Account No.
→ CRONUS TARGET BM	G/L Account	10100

G/L Account

Bank Account

Bank Account





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	September 26, 2025
RUX Intercompany Help	33/127

Click on the cell **From Account No.**

Work date is 8/11/2020 Use today | Change to... | Turn off reminder

Edit List Delete Translations Open in Excel More options

	Account Type	From Account No.	To Account No.
BM	G/L Account	10100	61900
BM	Bank Account		

Look up value

Click on the lookup button in the cell **From Account No.**

Select the first Bank Account in your range

Use today | Change to... | Turn off reminder

Delete Translations Open in Excel More options

Account Type	From Account No.	To Account No.	From User ID
G/L Account	10100	61900	
Bank Account			

Click on the button **OK**

Phone No. Contact

Grant Culbertson

Grant Culbertson

OK Cancel

Click on the cell **To Account No.**

today | Change to... | Turn off reminder

Translations Open in Excel More options

Account Type	From Account No.	To Account No.	From User ID
G/L Account	10100	61900	
Bank Account	CHECKING		



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	September 26, 2025
RUX Intercompany Help	34/127

Click on the lookup button in the cell **To Account No.**

Turn off reminder

Open in Excel | More options

From Account No.	To Account No.	From User ID	To User ID
10100	61900		
CHECKING	<input type="text"/>		

Select the last Bank Account in your range

Reminder: your work date is 8/11/2020 Use today |

+ New Edit List Delete Tra

Company ↑	Account ↓	InterCompany	No. ↑	Name
US TARGET BM	G/L Acco	→ CRONUS TARGET BM	: CHECKING	World
US TARGET BM	: Bank Acc	CRONUS TARGET BM	: SAVINGS	World

Click on the cell **Posting Account No.**

From User ID	To User ID	Posting Account No.	Dimension Translation
		10450	
		<input type="text"/>	

Select the Posting Account No.

A "Posting Account No." is required for each bank translation. This is the Balance GL account that the transaction will be posted to in the source company in order for the entry to balance.

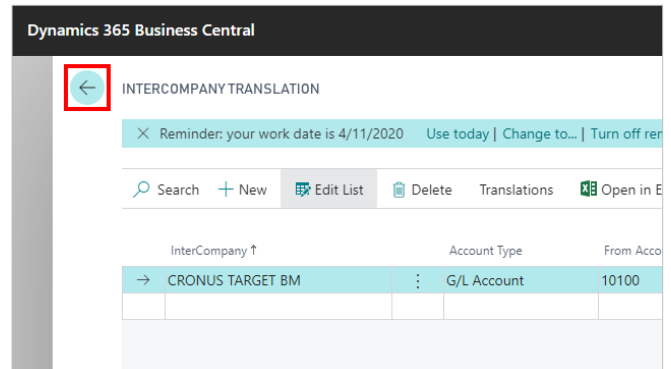
10450	2
<input type="text"/>	0

No.	Name
10200	Saving account
10300	Petty Cash
10400	Accounts Receivable
10450	ODTIC Due/From CRONUS SOURCE
10500	Select record "10450"

+ New

If you will be using Dimensions when you post Intercompany bank transactions, then add the translations here as you did with the G/L accounts.

Click on the back button



The Intercompany translations are now complete and ready to use

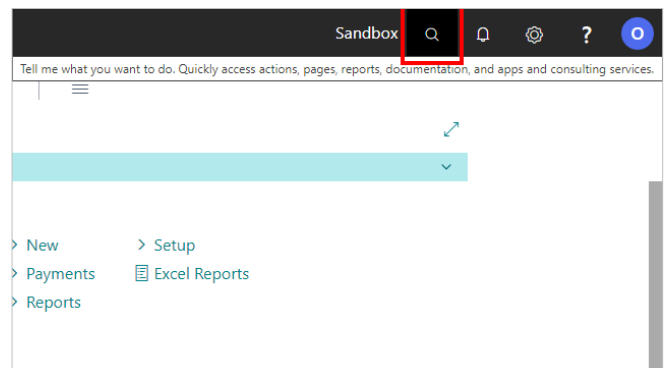
## 2.5. How to Setup User Level Validation

### 2.5.1. Overview

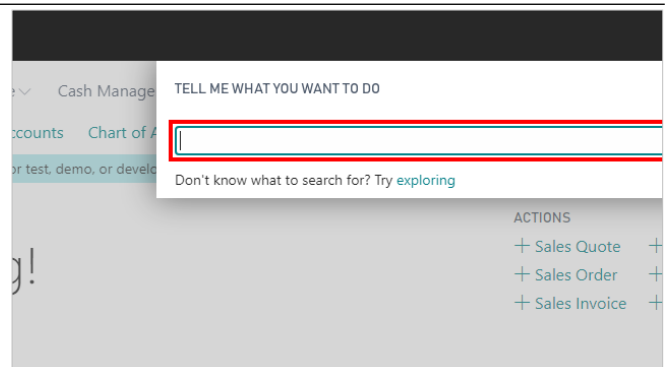
User Level Validation can be setup within each company. This only affects the Source Company posting of Intercompany transactions. If User Level Validation is checked, the Intercompany Translation (From & To User ID) will be validated by user before a transaction can be entered or posted. This functionality can be setup separately for each of the GL, AP and AR functional areas in the source company.

### 2.5.2. How to Setup User Level Validation

Click on the link **Search**



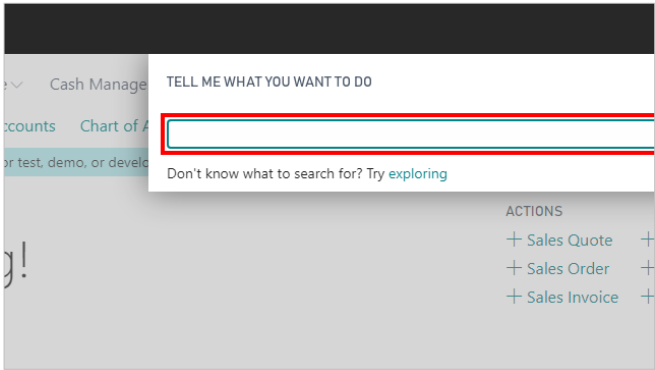
Click on the field **Type to start search:**



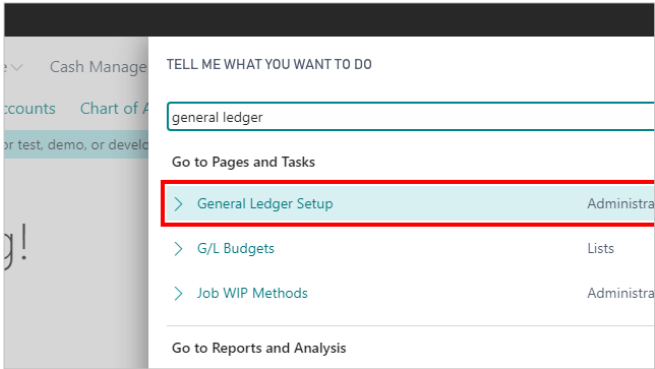


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	September 26, 2025
RUX Intercompany Help	36/127

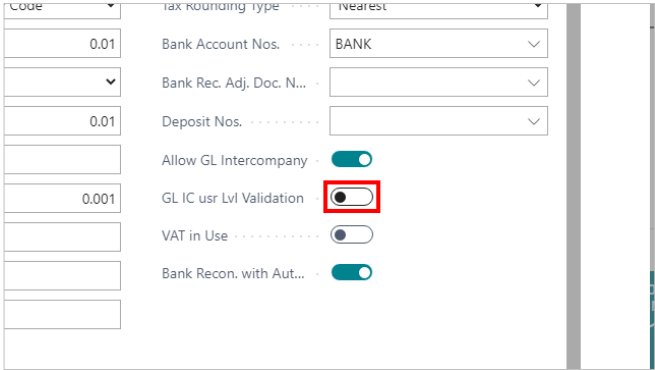
Enter **General Ledger**.



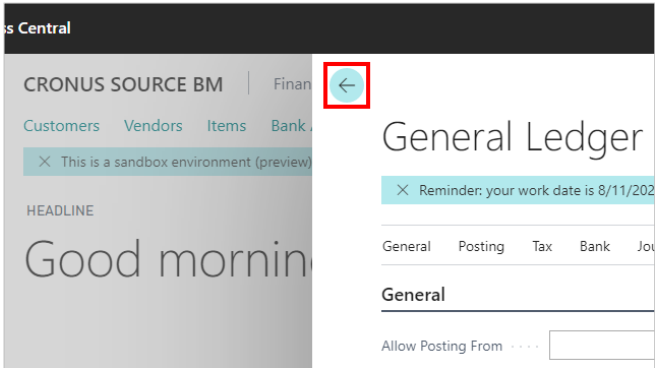
Click on **General Ledger Setup Administration** ☐



Click on the toggle field **GL IC usr Lvl Validation**



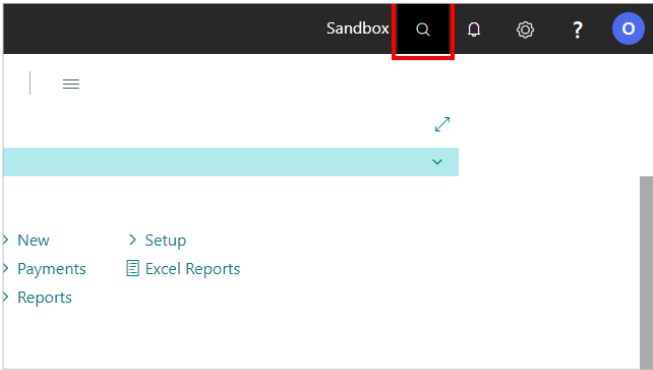
Click on the back button



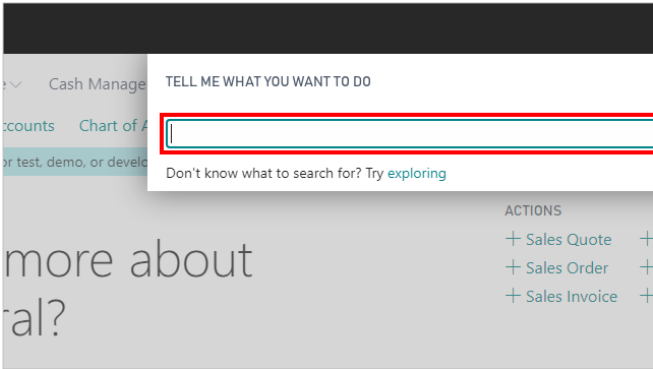


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	September 26, 2025
RUX Intercompany Help	37/127

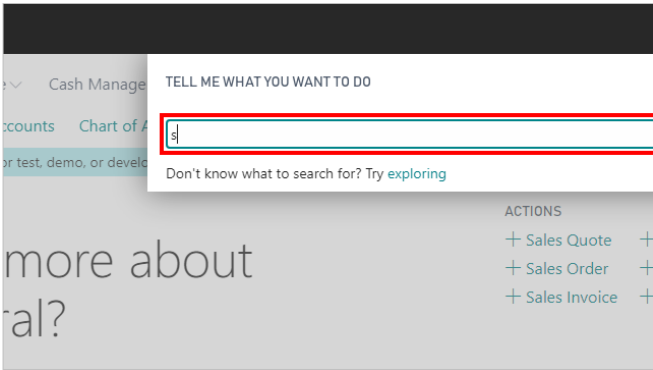
Click on the link **Search**



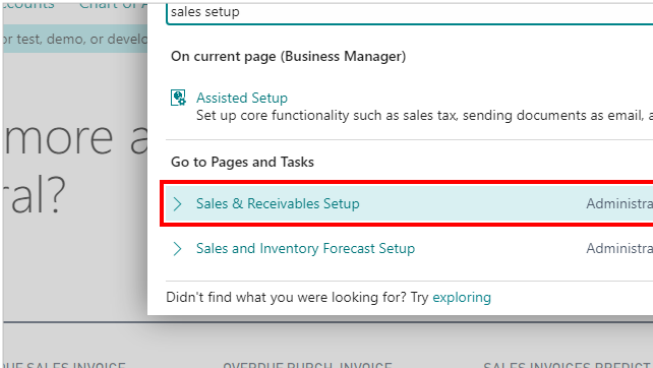
Click on the field **Type to start search:**



Enter **Sales Setup**.



Click on **Sales & Receivables Setup Administration**





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	September 26, 2025
RUX Intercompany Help	38/127

Click on the toggle field **AR IC User Level Validation**

Settings panel with various toggle switches. The 'AR IC User Level Validation' toggle is highlighted with a red box.

Click on the back button

Sales & Receivables Setup page. A back button (left arrow) is highlighted with a red box.

Click on the link **Search**

Sandbox search interface. A search icon (magnifying glass) is highlighted with a red box.

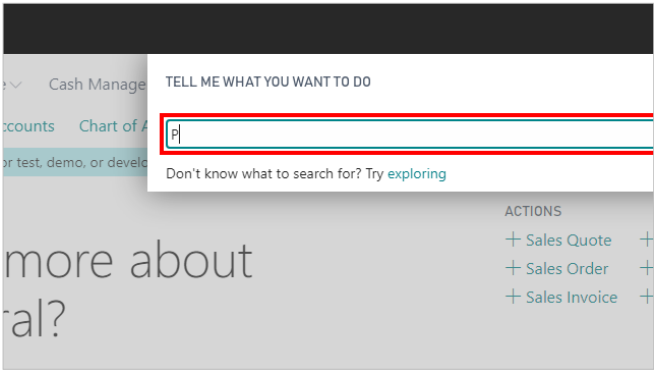
Click on the field **Type to start search:**

Search bar with the placeholder text 'Type to start search:'. The search bar is highlighted with a red box.

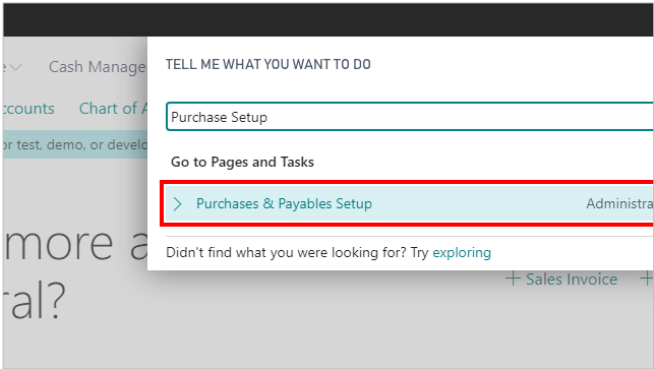


Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	39/127

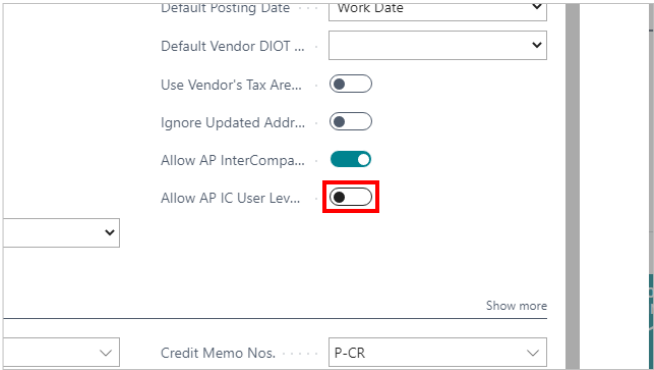
Enter **Purchase Setup**.



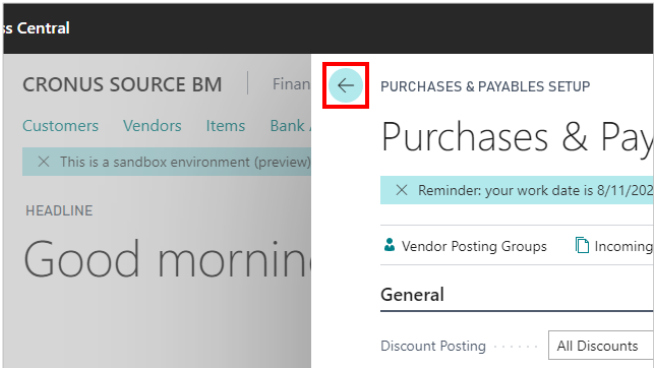
Click on **Purchases & Payables Setup Administration** ☐



Click on the toggle field **Allow AP IC User Level Validation**



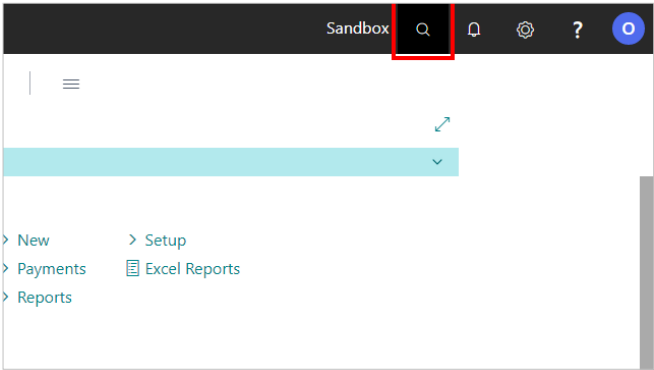
Click on the back button



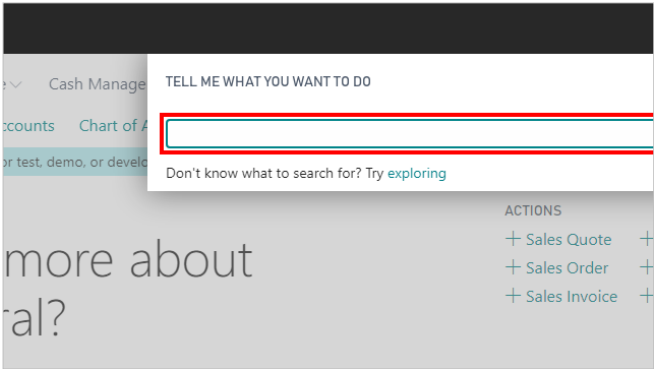


Rux Software	bill@opendoorerp.com
	September 26, 2025
RUX Intercompany Help	40/127

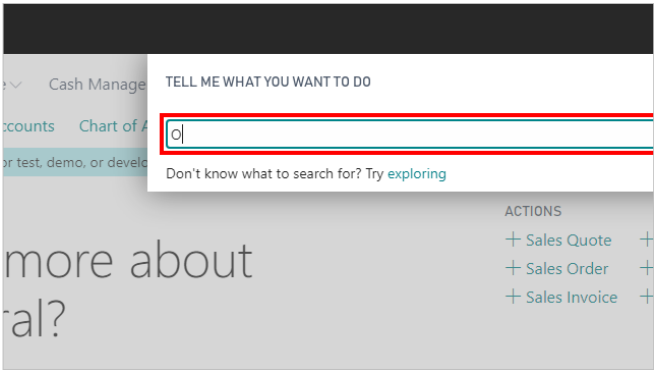
Click on the link **Search**



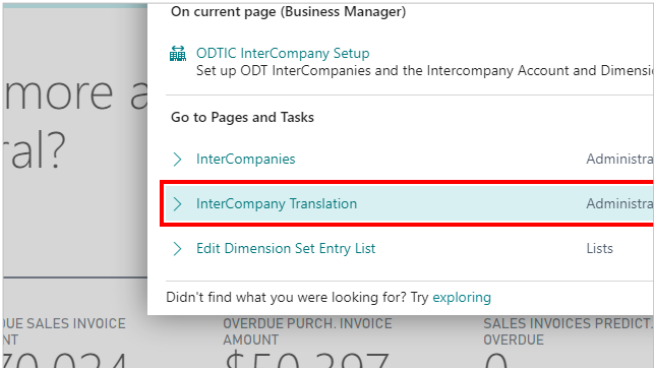
Click on the field **Type to start search:**



Enter **ODTIC**.



Click on **InterCompany Translation Administration**







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	September 26, 2025
<b>RUX Intercompany Help</b>	41/127

Click on the cell **From User ID**

off reminder			
en in Excel   More options			
Account No.	To Account No.	From User ID	To User ID
00	61900		
CKING	SAVINGS		Look up value

Select the first User in the range of Users

You can setup a range of users that will have access to post Intercompany entries, or you can setup individuals

off reminder			
en in Excel   More options			
Account No.	To Account No.	From User ID	To User ID
00	61900	ODT\TEST01	
CKING	SAVINGS		

Click on the cell **To User ID**

ions			
Account No.	From User ID	To User ID	Posting Account No.
00	ODT\TEST01		0450
INGS			10450

Select the last User in the range of Users

In this example only Test 01 will have Intercompany enabled

ions			
Account No.	From User ID	To User ID	Posting Account No.
00	ODT\TEST01	ODT\TEST01	0450
INGS			10450

Repeat these steps for the other lines

Account No.	From User ID	To User ID	Posting Account No.
00	ODT\TEST01	ODT\TEST01	10450
INGS	ODT\TEST01	ODT\TEST01	10450

Look up value

Click on the back button

**Dynamics 365 Business Central**

← INTERCOMPANY TRANSLATION

× Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Search + New Edit List Delete Translations Open in E

InterCompany ↑	Account Type	From Acco
CRONUS TARGET BM	G/L Account	10100
→ CRONUS TARGET BM	Bank Account	CHECKING

User Validation Setup is now complete

## 3. Using ODT Intercompany

### 3.1. Intercompany Journals and Recurring Journals

The following are examples of how to create Intercompany General Journals and Recurring General Journals

#### 3.1.1. How to Create Intercompany General Journals

Click on the link **Search**

Sandbox

Search

Menu

- > New
- > Payments
- > Reports
- > Setup
- > Excel Reports



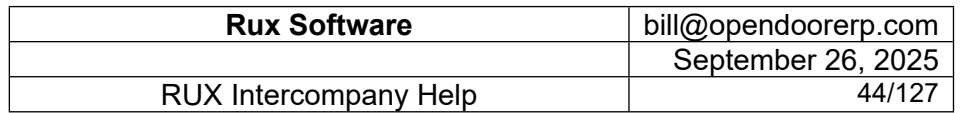
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	September 26, 2025
RUX Intercompany Help	43/127

Click on the field **Type** to start search:

Enter **General Journal**.

Click on **General Journals Tasks** ☐

Click on the cell **Intercompany**



Date	Intercompany	IC Account Type	IC Account No.	IC Account Name	Docu Type
20					
	<div> <div>InterCompany ↑</div> <div>→ CRONUS TARGET BM</div> <div>+ New <span>Select from full list</span></div> </div>				

Batch Name

Manage Process Payroll Page Post/Print Line Account Actions

Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name
→ 8/11/2020	IUS TARGET BM			

Batch Name				DEFAULT	
Manage		Process		Payroll	
Page		Post/Print		Line	
Account		Actions			
Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name	
→ 8/11/2020	CRONUS TARGET ...	G/L Account			
		G/L Account			
		Bar G/L Account			

Page		Process	Payroll	Page	Post/Print	Line	Account	Actions	Navigate
Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name					
1/2020	: CRONUS TARGET ...	G/L Account							



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RUX Intercompany Help	45/127

Click on the lookup button in the cell **IC Account No.**

..... DEFAULT

Process Payroll Page Post/Print Line Account Actions Navigate Fewer options

Intercompany	IC Account Type	IC Account No.	IC Account Name	Document Type
CRONUS TARGET ...	G/L Account	<input type="text"/>		

Select the G/L Account in the Target company

IC Account Type	IC Account No.	IC Account Name
G/L Account		
CRONUS TARGET BM	50100	Cost of Materials
CRONUS TARGET BM	50200	Cost of Labor
CRONUS TARGET BM	50300	Job Costs
CRONUS TARGET BM	50399	Job Costs Applied
CRONUS TARGET BM	50990	TOTAL COST OF GOODS SOLD
CRONUS TARGET BM	60001	EXPENSES
CRONUS TARGET BM	60100	Rent Expense
CRONUS TARGET BM	60200	Advertising Expense
CRONUS TARGET BM	60300	Interest Expense
CRONUS TARGET BM	60400	Bank Charges and Fees
CRONUS TARGET BM	60500	Processing Fees
CRONUS TARGET BM	60600	Bad Debt Expense

Click on the button **OK**

Income Expense	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
Income Expense	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
Income	Income Sta...	Expense	Posting	Purchase
Expense	Income Sta...	Expense	Posting	Purchase

OK Cancel

Click on the cell **Document No.**

.....

Account Actions Navigate Fewer options

IC Account Name	Document Type	Document No.	Account Type	Account No.	Account
Rent Expense		<input type="text"/>	G/L Account	10450	



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	September 26, 2025
RUX Intercompany Help	46/127

Enter the Document No.

...

Account Actions Navigate Fewer options

IC Account Name	Document Type	Document No.	Account Type	Account No.	Account
Rent Expense			G/L Account	10450	

Click on the cell **Amount** with the value **0.00**

Code	Tax Liabile	Tax Area Code	Tax Group Code	Amount	Amount (\$)	Bal. Account Type	B. N
	<input type="checkbox"/>			0.00	0.00	G/L Account	

Enter the amount

Code	Tax Liabile	Tax Area Code	Tax Group Code	Amount	Amount (\$)	Bal. Account Type	B. N
	<input type="checkbox"/>			0.00	0.00	G/L Account	

Click on the cell **IC Shortcut Dim 1 Code**

Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC D



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RUX Intercompany Help	47/127

Click on the lookup button in the cell **IC Shortcut Dim 1 Code**

Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4 Code
			...		

Select the dimension value in the Target company

Change to... | Turn off reminder

Name

Administration

Production

Sales

OK

Cancel

Click on the button **OK**

Name

Administration

Production

Sales

OK

Cancel

Click on the cell **IC Shortcut Dim 2 Code**

Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4 Code	IC D
		SALES	...			



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	September 26, 2025
RUX Intercompany Help	48/127

Click on the lookup button in the cell **IC Shortcut Dim 2 Code**

Select the dimension value in the Target company

Click on the button **OK**

Click on the cell Posting Date on the next line





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	September 26, 2025
RUX Intercompany Help	49/127

Select the posting date

Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name
8/11/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense
→ 8/11/2020				

August 2020

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Go to today Done

Click on the cell **Account No.**

In this example, this line will not be an Intercompany transaction. Therefore we will ignore the I/C fields

Document Type	Document No.	Account Type	Account No.	Account Name
	TEST01	G/L Account	10450	
	TEST01	G/L Account		

Select the G/L Account in the Source company

TEST01	G/L Account	10450	Rent
TEST01	G/L Account		

No. Name

50200 Cost of Labor

50300 Job Costs

50399 Job Costs Applied

60100 Rent Expense

602 Select record "60100" Expense

+ New

Click on the cell **Amount** with the value **0.00**

Code	Tax Liabile	Tax Area Code	Tax Group Code	Amount	Amount (\$)	Bal. Account Type	B. N
	<input type="checkbox"/>			100.00	100.00	G/L Account	
	<input type="checkbox"/>		NONTAXABLE	0.00	0.00	G/L Account	



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RUX Intercompany Help	50/127

Enter the amount

Code	Tax Liable	Tax Area Code	Tax Group Code	Amount	Amount (\$)	Bal. Account Type	B N
	<input type="checkbox"/>			100.00	100.00	G/L Account	
	<input type="checkbox"/>		NONTAXABLE	0.00	0.00	G/L Account	

Click on the cell **Department Code**

Code	Corr...	Comment	Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC D
	<input type="checkbox"/>				SALES	SI
	<input type="checkbox"/>					

Select the dimension value in the Source company

Bal. Gen. Posting Type	Bal. Gen. Bus. Posting Group	Bal. Gen. Prod. Posting Group	Deferral Code	Corr...	Comment
				<input type="checkbox"/>	
				<input type="checkbox"/>	

Code	Name
→ ADM	Administration
PROD	Production
SALES	Sales

Click on the cell **Customergroup Code**

Comment	Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC D
			SALES	SMALL	
	PROD				



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	September 26, 2025
RUX Intercompany Help	51/127

Select the dimension value in the Source company

Bal. Gen. Bus. Posting Group	Bal. Gen. Prod. Posting Group	Deferral Code	Corr...	Comment	Depart Code
			<input type="checkbox"/>		
			<input type="checkbox"/>		PROD

Code	Name
→ LARGE	Large Business
MEDIUM	Medium Business
SMALL	Small Business

Select the posting date for the next line

Manage	Process	Payroll	Page	Post/Print	Line	Account	A
Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name			
8/11/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense			
→ 8/11/2020							

Click on the cell **Intercompany**

Manage	Process	Payroll	Page	Post/Print	Line	Account	A
Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name			
8/11/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense			
8/11/2020							
→ 8/11/2020							

Select the Target company

Date	Intercompany	IC Account Type	IC Account No.	IC Account Name	Docu Type
20	CRONUS TARGET ...	G/L Account	60100	Rent Expense	
20					
20					

InterCompany ↑
→ CRONUS TARGET BM
+ New

Select from full list



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	September 26, 2025
RUX Intercompany Help	52/127

Click on the cell **IC Account Type** with the value **G/L Account Bank Account**

Manage	Process	Payroll	Page	Post/Print	Line	Account	Actions
Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name			
8/11/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense			
8/11/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense			
→ 8/11/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense			

Click on the item **Bank Account** in the list

Manage	Process	Payroll	Page	Post/Print	Line	Account	Actions
Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name			
8/11/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense			
8/11/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense			
→ 8/11/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense			

Click on the cell **IC Account No.**

Manage	Process	Payroll	Page	Post/Print	Line	Account	Actions	Navigate
Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name				
1/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense				
1/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense				
1/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense				

Click on the lookup button in the cell **IC Account No.**

Process	Payroll	Page	Post/Print	Line	Account	Actions	Navigate	Fewer opt
Intercompany	IC Account Type	IC Account No.	IC Account Name	Document Type				
CRONUS TARGET ...	G/L Account	60100	Rent Expense					
CRONUS TARGET ...	G/L Account	60100	Rent Expense					
CRONUS TARGET ...	G/L Account	60100	Rent Expense					



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	September 26, 2025
RUX Intercompany Help	53/127

Select the bank account in the Target company

020 Use today |

BANK ACCOUNTS

× Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off

InterCompany	No. ↑	Name
→ CRONUS TARGET BM	CHECKING	World Wide Bank
CRONUS TARGET BM	SAVINGS	World Wide Bank

IC Account Type IC A

G/L Account 6010

Bank Account

Click on the button **OK**

Phone No. Contact

Grant Culbertson

Grant Culbertson

OK Cancel

Click on the cell **Amount** with the value **0.00**

Code	Tax Liable	Tax Area Code	Tax Group Code	Amount	Amount (\$)	Bal. Account Type	B N
	<input type="checkbox"/>			100.00	100.00	G/L Account	
	<input type="checkbox"/>		NONTAXABLE	100.00	100.00	G/L Account	
	<input type="checkbox"/>			0.00	0.00	G/L Account	

Enter the amount

Code	Tax Liable	Tax Area Code	Tax Group Code	Amount	Amount (\$)	Bal. Account Type	B N
	<input type="checkbox"/>			100.00	100.00	G/L Account	
	<input type="checkbox"/>		NONTAXABLE	100.00	100.00	G/L Account	
	<input type="checkbox"/>			0.00	0.00	G/L Account	



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RUX Intercompany Help	54/127

Click on Actions

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Batch Name: DEFAULT

Manage Process Payroll Page Post/Print Line Account **Actions** Navigate Fewer options

IC Account No.	IC Account Name	Document Type	Document No.	Account Type	Account No.
60100	Rent Expense		TEST01	G/L Account	1045
			TEST01	G/L Account	6010
	CHECKING	World Wide Bank	TEST01	G/L Account	1045

Click on Functions

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Batch Name: DEFAULT

Manage Process Payroll Page Post/Print Line Account **Functions** Bank Application Payroll Request Approval

Posting Date	Type	IC Account No.	IC Account Name
8/11/2020	G/L Account	60100	Rent Expense
8/11/2020			
→ 8/11/2020	Bank Account	CHECKING	World Wide Bank

Click on Test Report

Functions Bank Application Payroll Request Approval

- Renumber Document Numbers
- Insert Conv. \$ Rndg. Lines
- Get Standard Journals...
- Save as Standard Journal...
- Test Report...**
- Post
- Preview Posting
- Post and Print
- Deferral Schedule

Click on the button **Preview**

Date:

Send to... Print **Preview** Cancel



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	September 26, 2025
RUX Intercompany Help	55/127

This is an I/C Test Report. If your report does not have the Intercompany values then go to the How to Enable Intercompany video and review the setup for General Journal Test Report

Close the test report

Click on the navigation menu item popup **Post/Print**

Click on the navigation menu item **Post**



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	September 26, 2025
RUX Intercompany Help	56/127

Click on the button **Yes**

Do you want to post the journal lines?

Yes No

The message will appear to indicate that the Journal has been posted successfully in the Target company. If this message does not appear then review the setup videos

Type	No.	Type	Account No.	Account Name
TEST01		G/L Account	10450	ODTIC Due/From CRONUS SO...
TEST01		G/L Account	60100	Rent Expense
TEST01		G/L Account	10450	ODTIC Due/From CRONUS SO...

Journals posted Successfully for Intercompany CRONUS TARGET BM, Document Type: Gen. Journal, Document No. TEST01.

OK

Click on the button **OK**

Journals posted Successfully for Intercompany CRONUS TARGET BM, Document Type: Gen. Journal, Document No. TEST01.

OK

A second message will appear to indicate that the journal lines were posted successfully

Type	No.	Type	Account No.	Account Name	Descrip
TEST01		G/L Account	10450	ODTIC Due/From CRONUS SO...	Rent Ex
TEST01		G/L Account	60100	Rent Expense	Rent Ex
TEST01		G/L Account	10450	ODTIC Due/From CRONUS SO...	World V

The journal lines were successfully posted.

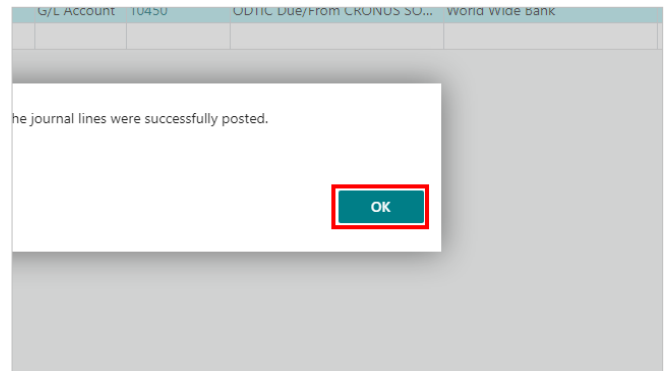
OK





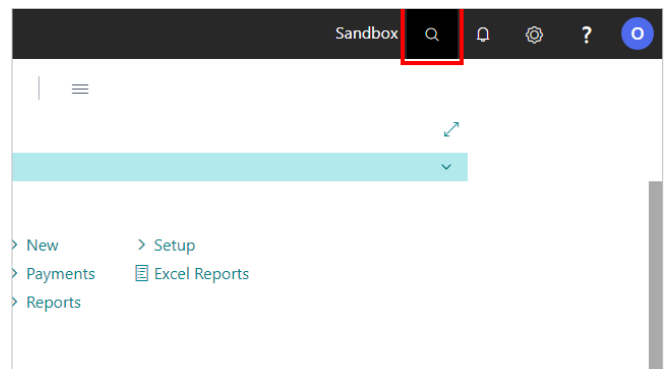
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	September 26, 2025
RUX Intercompany Help	57/127

Click on the button **OK**

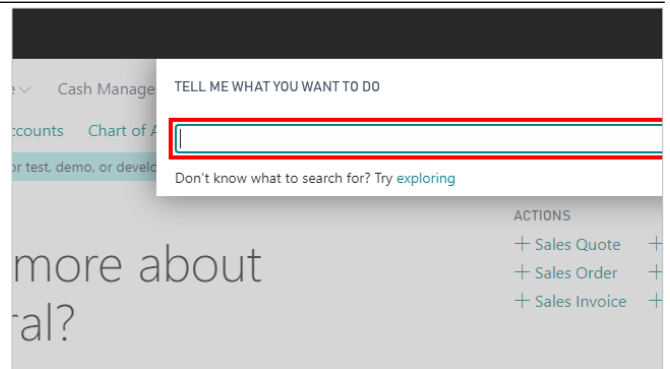


### 3.1.2. How to Create Intercompany Recurring General Journals

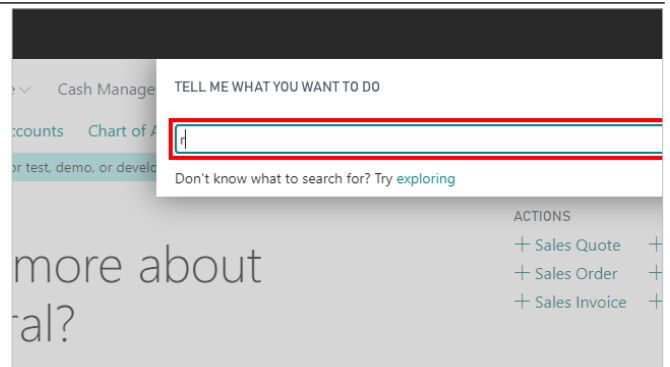
Click on the link **Search**



Click on the field **Type to start search:**



Enter **Type to start search:**





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RUX Intercompany Help	58/127

Click on **Recurring General Journals Tasks** ☐

recurring journal

Go to Pages and Tasks

- > Recurring Job Journal Tasks
- > Recurring Item Journal Tasks
- > Recurring General Journals Tasks

Didn't find what you were looking for? Try [exploring](#)

Click on the cell **Intercompany**

Batch Name

Manage Post/Print Line Account More options

Recurring Method	Recurring Frequency	Posting Date	Intercompany	IC Account Type	IC Account No.
V Variable	1D+1M-1D	7/31/2020			

Enter the Target company

Posting Date Intercompany IC Account Type IC Account No. IC Account Name Document Type

7/31/2020

InterCompany ↑

→ CRONUS TARGET BM

+ New Select record "CRONUS TARGET BM" Select from full list

Click on the cell **IC Account Type** with the value **G/L Account Bank Account**

Print Line Account More options

Recurring Frequency	Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name
1D+1M-1D	7/31/2020	US TARGET BM			



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	September 26, 2025
RUX Intercompany Help	59/127

Click on the item **G/L Account** in the list

Print Line Account More options

Recurring Frequency	Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name
1D+1M-1D	8/11/2020	CRONUS TARGET ...	<div><div></div><div>G/L Account</div><div>Bank Account</div></div>		

Click on the cell **IC Account No.**

..... DEFAULT

Account More options

Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name
7/31/2020	CRONUS TARGET ...	G/L Accou	<div></div>	

Look up value

Click on the lookup button in the cell **IC Account No.**

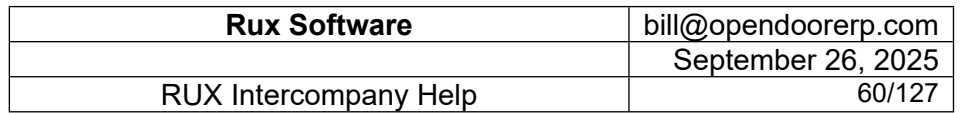
..... DEFAULT

More options

Intercompany	IC Account Type	IC Account No.	IC Account Name	Document Type
CRONUS TARGET ...	G/L Accou	<div></div>		

Select the G/L Account in the Target company

CRONUS TARGET BM	50001	COST OF GOODS SOLD
CRONUS TARGET BM	50100	Cost of Materials
CRONUS TARGET BM	50200	Cost of Labor
CRONUS TARGET BM	50300	Job Costs
CRONUS TARGET BM	50399	Job Costs Applied
CRONUS TARGET BM	50990	TOTAL COST OF GOODS SOLD
CRONUS TARGET BM	60001	EXPENSES
CRONUS TARGET BM	60100	Rent Expense
CRONUS TARGET BM	60200	Advertising Expense
CRONUS TARGET BM	60300	Interest Expense
CRONUS TARGET BM	60400	Bank Charges and Fees
CRONUS TARGET BM	60500	Processing Fees
CRONUS TARGET BM	60600	Bad Debt Expense



	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
nce Expense	Income Sta...	Expense	Posting	Purchase

OK

Cancel

0.00

IC Account Name						Document Type	Document No.	Account Type	Account No.	Description
...								3/L Account	10450	Rent f

IC Account Name						Document Type	Document No.	Account Type	Account No.	Description
								G/L Account	10450	Rent f

Gen. Posting Type	Gen. Bus. Posting Group	Gen. Prod. Posting Group	Amount	Amount (\$)	Allocated Amt. (\$)
			0.00	0.00	0.00



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	September 26, 2025
RUX Intercompany Help	61/127

Enter an Amount

Gen. Posting Type	Gen. Bus. Posting Group	Gen. Prod. Posting Group	Amount	Amount (\$)	Allocated Amt. (\$)
			<input type="text"/>	0.00	0.00

Click on the cell **IC Shortcut Dim 1 Code**

Expiration Date	Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC D
00			<input type="text"/>			
				Look up value		

Select a Dimension value in the Target company

Change to... | Turn off reminder

Name

Administration

Production

Sales

OK

Cancel

Click on the button **OK**

Name

Administration

Production

Sales

OK

Cancel



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	September 26, 2025
RUX Intercompany Help	62/127

Click on the cell **IC Shortcut Dim 2 Code**

Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4 Code	IC D
		ADM	...			
				Look up value		

Click on the lookup button in the cell **IC Shortcut Dim 2 Code**

nt	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4 Code	IC Shortcut Dim 5 Code
		ADM	...			

Select a Dimension value in the Target company

Change to... | Turn off reminder

Name

Large Business

Medium Business

Small Business

OK

Cancel

Click on the button **OK**

Name

Large Business

Medium Business

Small Business

OK

Cancel



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	September 26, 2025
<b>RUX Intercompany Help</b>	63/127

Click on the cell Intercompany on the next line

Manage	Post/Print	Line	Account	More options		
Recurring Method	Recurring Frequency	Posting Date	Intercompany	IC Account Type	IC Account No.	
V Variable	1D+1M-1D	7/31/2020	CRONUS TARGET ...	G/L Account	60100	

Select the Target company

Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name	Document Type
7/31/2020	CRONUS TARGET ...	G/L Account	60100		
7/31/2020					
InterCompany ↑					
→ CRONUS TARGET BM					
+ New Select from full list					

Click on the cell **IC Account Type** with the value **G/L Account Bank Account**

Print	Line	Account	More options			
Recurring Frequency	Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name	
1D+1M-1D	7/31/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense	
1D+1M-1D	7/31/2020	CRONUS TARGET ...				

Click on the item **Bank Account** in the list

Print	Line	Account	More options			
Recurring Frequency	Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name	
1D+1M-1D	7/31/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense	
1D+1M-1D	7/31/2020	CRONUS TARGET ...				
			G/L Account			
			Bank Account			
					Bank Account	



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	September 26, 2025
RUX Intercompany Help	64/127

Click on the cell **IC Account No.**

Account					More options
Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Name	
7/31/2020	CRONUS TARGET ...	G/L Account	60100	Rent Expense	
7/31/2020	CRONUS TARGET ...	Bank Acco			
					Look up value

Click on the lookup button in the cell **IC Account No.**

More options				
Intercompany	IC Account Type	IC Account No.	IC Account Name	Document Type
CRONUS TARGET ...	G/L Account	60100	Rent Expense	
CRONUS TARGET ...	Bank Acco			

Select the Target company Bank Account

BANK ACCOUNTS		
X Reminder: your work date is 8/11/2020 Use today   Change to...   Turn off		
InterCompany	No. ↑	Name
→ CRONUS TARGET BM	CHECKING	World Wide Bank
CRONUS TARGET BM	SAVINGS	World Wide Bank

Click on the button **OK**

Phone No.	Contact
	Grant Culbertson
	Grant Culbertson
OK Cancel	





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	September 26, 2025
RUX Intercompany Help	65/127

Click on the cell **Amount** with the value **0.00**

Gen. Posting Type	Gen. Bus. Posting Group	Gen. Prod. Posting Group	Amount	Amount (\$)	Allocated Amt. (\$)
			100.00	100.00	0.00
			0.00	0.00	0.00

Enter an Amount

Gen. Posting Type	Gen. Bus. Posting Group	Gen. Prod. Posting Group	Amount	Amount (\$)	Allocated Amt. (\$)
			100.00	100.00	0.00
			0.00	0.00	0.00

Click on Post/Print

← RECURRING GENERAL JOURNALS				
× Reminder: your work date is 8/11/2020 Use today   Change to...   Turn off reminder				
Batch Name				
Manage	Post/Print	Line	Account	More options
Recurring Method	IC Account Type	IC Account No.	IC Account Name	
V Variable	G/L Account	60100	Rent Expense	
→ V Variable	Bank Account	CHECKING		

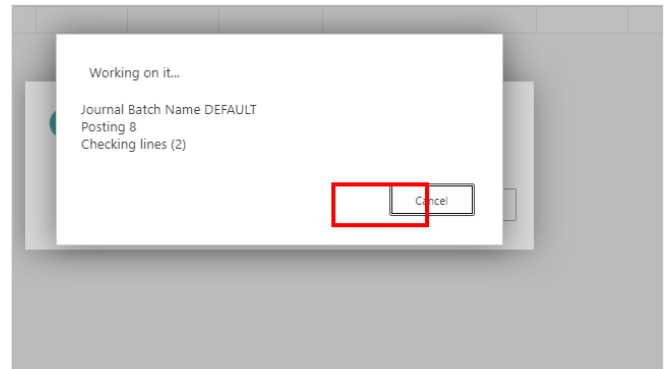
Click on Post

× Reminder: your work date is 8/11/2020 Use today   Change to...   Turn off reminder				
Batch Name				
Manage	Post/Print	Line	Account	More options
Post	Post and Print	Preview Posting		
Method	IC Account Type	IC Account No.	IC Account Name	
V Variable	G/L Account	60100	Rent Expense	
→ V Variable	Bank Account	CHECKING		

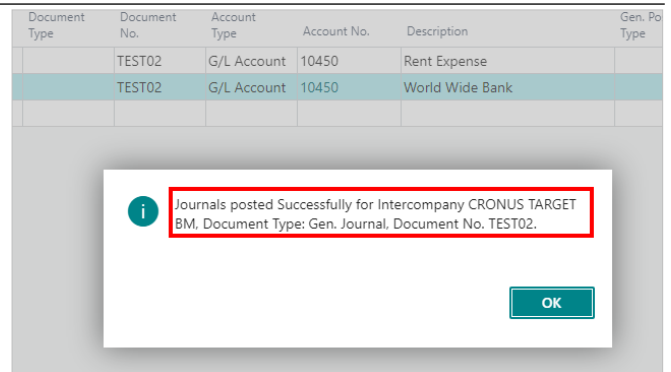


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	September 26, 2025
RUX Intercompany Help	66/127

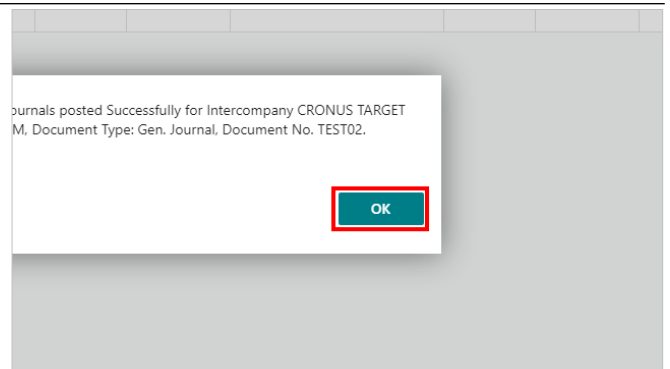
Click on the button **Yes**



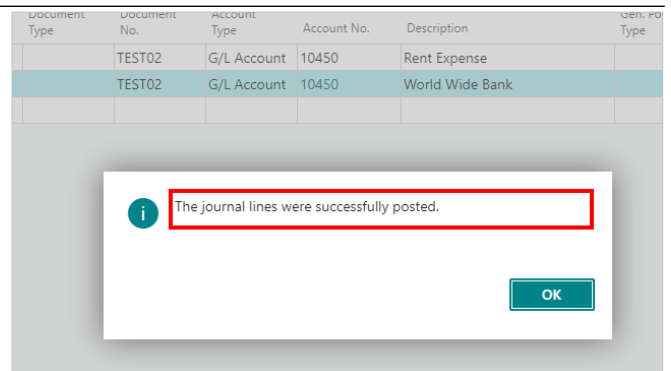
The message will appear to indicate that the Journal has been posted successfully in the Target company. If this message does not appear then review the setup videos



Click on the button **OK**



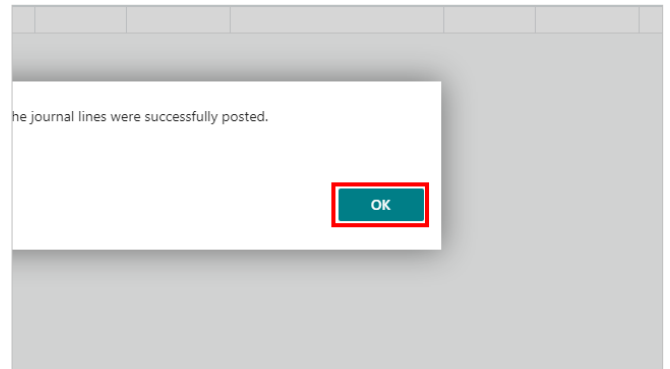
A second message will appear to indicate that the journal lines were posted successfully





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RUX Intercompany Help	67/127

Click on the button **OK**



## 3.2. Intercompany Sales Documents

### 3.2.1. Overview

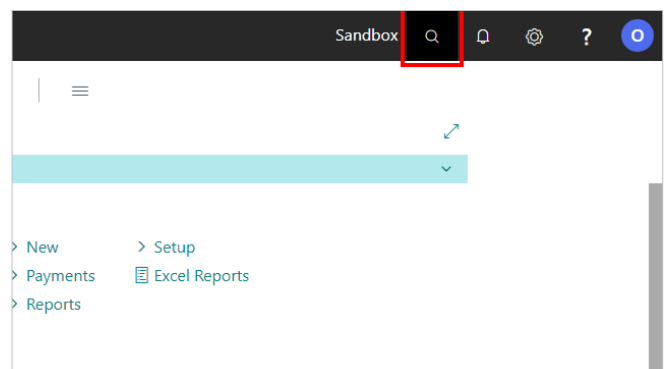
Intercompany transactions can be posted from Sales Orders and Invoices. However, only G/L Account Types lines can have Intercompany transactions.

If Post Taxes from the Intercompany Setup is turned on, all taxes will be posted to the target company as well as the target companies Tax Entry table. Otherwise the total amount including tax is posted through to the target company.

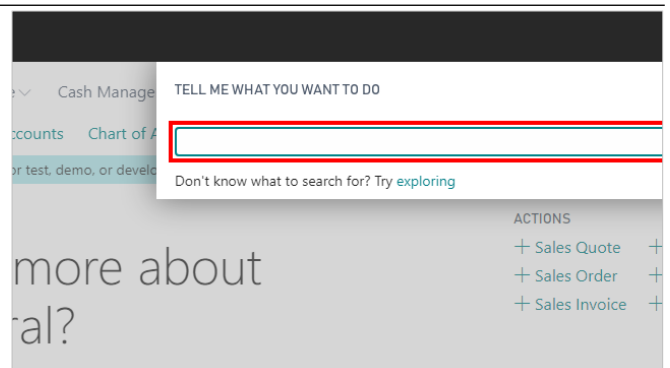
If Allow Multi-Currency from the Intercompany Setup is turned on, the transaction will post as a multicurrency transaction in the Target Company. If a multi-currency rounding account is entered in the Intercompany Setup, the exchange rate in the target company will be applied to the Intercompany transaction and the difference will be posted to the Multicurrency rounding account. Otherwise the exchange rates must be the same to enforce Intercompany balancing of transactions

### 3.2.2. How to Create an Intercompany Sales Orders

Click on the link **Search**



Click on the field **Type to start search:**





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Enter **Sales Order**.

Click on **Sales Orders Lists** ☐

Click **New**

Click on the lookup button **Customer Name**



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RUX Intercompany Help	69/127

Select the Customer

is 8/11/2020 Use today |

× Reminder: your work date is 8/11/2020 Use today | Change to...

Posting Prepare C

No. ↑

Name

Responsibility Center

→ 10000

:

Adatum Corporation

20000

:

Trey Research

30000

:

School of Fine Art

40000

:

Alpine Ski House

50000

:

Relecloud

Click on the button **OK**

31772 192 Market Square

61236 153 Thomas Drive

37125 10 High Tower Green

31772 10 Deerfield Road

31772 25 Water Way

OK

Cancel

Details

Sell-to Customer

0 Ongoing Sales Quotes

0 Ongoing Sales Invoices

0 Posted Sales

Quantity

Qty. to Assemble to Order

Reserved Quantity

Unit of Measure Code

Click on the cell **Type** with the value **Item**

Order Date 8/11/2020

Lines

Manage

More options

Type

InterCompany

IC No.

No.

→ Item

\*

Subtotal Excl. Tax (USD)

Click on the lookup button in the cell **Type**

Order Date 8/11/2020

Lines

Manage

More options

Type

InterCompany

IC No.

No.

→ Item

\*

Subtotal Excl. Tax (USD)



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RUX Intercompany Help	70/127

Change the Type to G/L Account

The screenshot shows a dropdown menu for the 'Type' field. The menu is open, displaying several options: 'Option Values', 'Comment', 'G/L Account' (highlighted with a red box), 'Item', 'Resource', 'Fixed Asset', and 'Select from full list'. The 'InterCompany' field is visible above the dropdown, and the 'No.' field has a red asterisk.

Click on the cell **InterCompany**

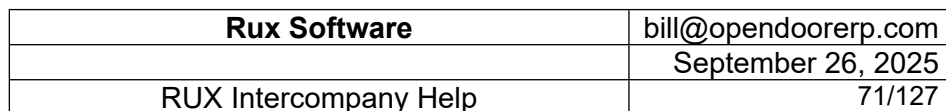
The screenshot shows the 'InterCompany' field in the 'Type' dropdown menu. The 'G/L Account' option is highlighted with a red box. The 'No.' field has a red asterisk. The 'Subtotal Excl. Tax (USD)' field is visible at the bottom.

Select the Target company

The screenshot shows the 'InterCompany' field in the 'Type' dropdown menu. The 'CRONUS TARGET BM' option is highlighted with a red box. The 'No.' field has a red asterisk. The 'Subtotal Excl. Tax (USD)' field is visible at the bottom.

Click on the cell **IC No.**

The screenshot shows the 'IC No.' field in the 'Type' dropdown menu. The 'US TARGET BM' option is highlighted with a red box. The 'No.' field has a red asterisk. The 'Subtotal Excl. Tax (USD)' field is visible at the bottom.



8/11/2020

Manage

More options

	InterCompany	IC No.	No.	Description
ount	:	CRONUS TARGET ...		*

l. Tax (USD)

0.00

Total Ex

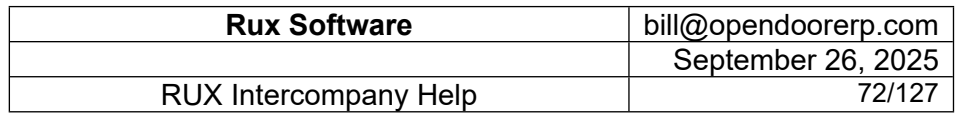
overdue balance.		X Reminder: your work date is 8/11/2020		Use today   Change to...   Turn off	
ig	Prepare	InterCompany	No.	Name	
		CRONUS TARGET BM	30990	TOTAL LIABILITIES	
		CRONUS TARGET BM	40000	INCOME STATEMENT	
Trey Research		CRONUS TARGET BM	40001	INCOME	
Helen Ray		CRONUS TARGET BM	40100	Income, Services	
8/11/2020		CRONUS TARGET BM	40200	Income, Product Sales	
8/11/2020		CRONUS TARGET BM	40250	Job Sales	
		CRONUS TARGET BM	40300	Sales Discounts	
		CRONUS TARGET BM	40400	Sales Returns & Allowances	
		CRONUS TARGET BM	40450	Job Sales Applied	

SOLD	Income Sta...	Cost of Go...	End-Total	
	Income Sta...	Expense	Begin-Total	Purchase
	Income Sta...	Expense	Posting	
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase
	Income Sta...	Expense	Posting	Purchase

Description	Location Code	Quantity	Qty. to Assemble to Order	Reserved Quantity
Income, Services		*		

0.00

Total Excl. Tax (USD)

[illegible]

Qty. to Assemble to Order	Reserved Quantity	Unit of Measure Code	Unit Price Excl. Tax	Tax Area Code	Tax Group Code
	—		*	CHICAGO, IL	*
0.00			Total Excl. Tax (USD) .....		

Qty. to Assemble to Order	Reserved Quantity	Unit of Measure Code	Unit Price Excl. Tax	Tax Area Code	Tax Group Code
	—		* <input type="text"/>	CHICAGO, IL	*
0.00			Total Excl. Tax (USD) .....		

Unit of Measure Code	Unit Price Excl. Tax	Tax Area Code	Tax Group Code	Line Discount %	Line Amount Excl. Tax
	*	100	CHICAGO, IL	*	*
Total Excl. Tax (USD)					0.0





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	September 26, 2025
RUX Intercompany Help	73/127

Select the Tax Group

Code	Unit Price Excl. Tax	Tax Area Code	Tax Group Code	Line Discount %	Line Amount Excl. Tax
	100.00	CHICAGO, IL	*		100.00

Code ↑

Description

→ FURNITURE Taxable Olympic Furniture

LABOR Labor on Job

MATERIALS Taxable Raw Materials

NONTAXABLE Nontaxable

SUPPLIES Taxable Olympic Supplies

+ New

Excl. Tax (USD) .....

Tax (USD) .....

Incl. Tax (USD) .....

Click on the cell **IC Shortcut Dim 1 Code**

Shipment Date	Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC D
8/11/2020						

100.00 Total Excl. Tax (USD) .....

Click on the lookup button in the cell **IC Shortcut Dim 1 Code**

Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4 Code
20					

100.00 Total Excl. Tax (USD) .....

Select the Dimension Value

Change to... | Turn off reminder

Name

Administration

Production

Sales

OK Cancel



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	September 26, 2025
RUX Intercompany Help	74/127

Click on the button **OK**

A screenshot of a software interface showing a dropdown menu with three options: 'Administration', 'Production' (highlighted in blue), and 'Sales'. Below the dropdown is a red-bordered 'OK' button and a 'Cancel' button. To the right, a sidebar shows 'Details' and 'Sell-to Customer' with a list of items including 'Ongoing Sales Quotes' and 'Ongoing Sales Invoices'.

Click on the cell **IC Shortcut Dim 2 Code**

A screenshot of a table with columns: 'Department Code', 'Customergro... Code', 'IC Shortcut Dim 1 Code', 'IC Shortcut Dim 2 Code', 'IC Shortcut Dim 3 Code', 'IC Shortcut Dim 4 Code', and 'IC D...'. The 'IC Shortcut Dim 2 Code' column contains the value 'PROD' and is highlighted with a red box. Below the table, a summary row shows '100.00' and 'Total Excl. Tax (USD)'.

Click on the lookup button in the cell **IC Shortcut Dim 2 Code**

A screenshot of a table similar to the previous one, but with a small blue square icon (lookup button) in the 'IC Shortcut Dim 2 Code' column, highlighted with a red box. The table shows 'PROD' in the 'IC Shortcut Dim 1 Code' column. Below the table, a summary row shows 'Total Excl. Tax (USD)' and '100.00'.

Select the Dimension Value

A screenshot of a dropdown menu with a search bar at the top. The dropdown list shows three options: 'Large Business', 'Medium Business' (highlighted in blue), and 'Small B...'. Below the dropdown is a red-bordered 'OK' button and a 'Cancel' button. To the right, a sidebar shows 'Details' and 'Sell-to Customer'.



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	September 26, 2025
RUX Intercompany Help	75/127

Click on the button **OK**

Name

Large Business

Medium Business

Small Business

OK

Cancel

Details

Sell-to Customer

1

Ongoing Sales Quotes

1

Ongoing Sales Invoices

51

Click on Posting

SALES ORDER

S-ORD101006 · Trey Research

Notifications: 2 This customer has an overdue balance. | Reminder: your work date

Process

Report

Release

Posting

Prepare

Order

Request Approval

General

Customer Name

Trey Research

Contact

Helen Ray

Select Post

SALES ORDER

S-ORD101006 · Trey Research

Notifications: 2 This customer has an overdue balance. | Reminder: your work date

Process

Report

Release

Posting

Prepare

Order

Request Approval

Post...

Post and New...

Post and Send...

Preview Posting

Customer Name

Trey Research

Contact

Helen Ray

Posting Date

8/11/2020

Select one of the options

Due Date

8/25/2020

Requested Delivery Date

External Document No.

TEST2

Ship

Invoice

Ship and Invoice

OK

RUX Intercompany Help

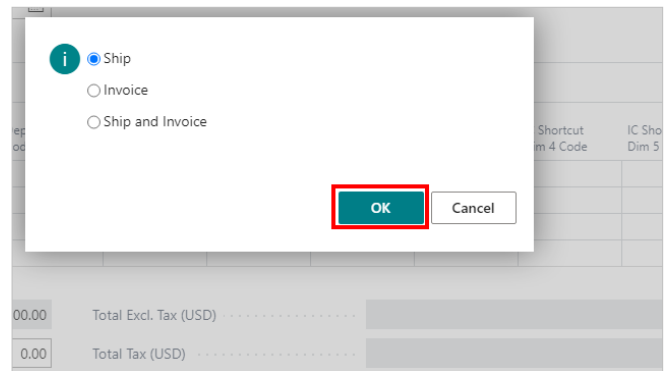
9/26/2025

75/127

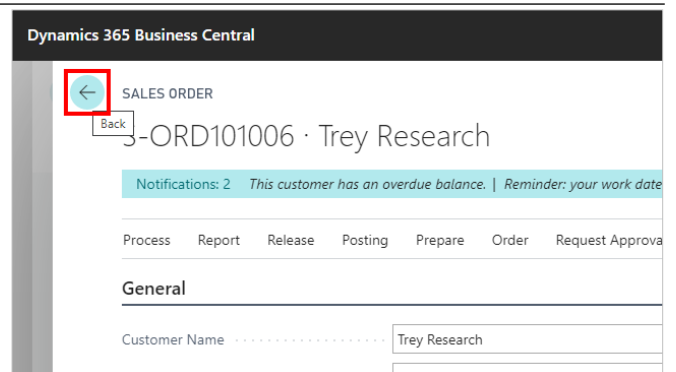


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	September 26, 2025
RUX Intercompany Help	76/127

Click on the button **OK**

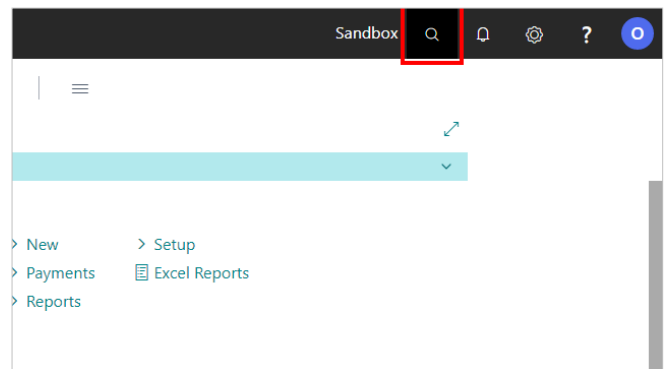


Click on the back button

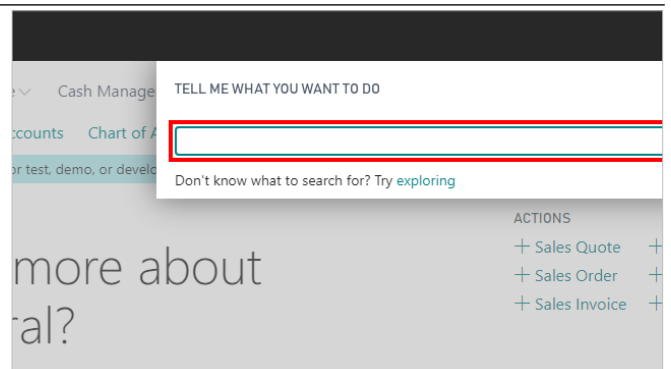


### 3.2.3. How to Create an Intercompany Sales Invoices

Click on the link **Search**



Click on the field **Type to start search:**





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RUX Intercompany Help	77/127

Enter **Sales Invoice**.

TELL ME WHAT YOU WANT TO DO

sa

Don't know what to search for? Try exploring

ACTIONS

- + Sales Quote
- + Sales Order
- + Sales Invoice

Click on **Sales Invoices Lists** ☐

Create a new invoice for the sales of items or services. Invoice quantities

Purchase Invoice  
Create a purchase invoice to mirror a sales document sent by a vendor.

Register Customer Payments  
Process your customer payments by matching amounts received on your

Go to Pages and Tasks

- > Sales Invoices Lists
- > Job Create Sales Invoice Tasks
- > Create Recurring Sales Invoices Tasks

Go to Reports and Analysis

Click on the navigation menu item **New**

Dynamics 365 Business Central

SALES INVOICES

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Search + New Manage Release Posting Invoice Navigate

Create a new entry.

No. ↑	Sell-to Customer No.	Sell-to Customer Name	External Document No.
S-INV102199	10000	Adatum Corporation	
S-INV102200	10000	Adatum Corporation	
S-INV102201	20000	Trev Research	

Click on the lookup button **Customer Name**

Use today | Change to... | Turn off reminder

Request Approval Navigate More options

Posting Date

Look up value



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	September 26, 2025
RUX Intercompany Help	78/127

Select the Customer

is 8/11/2020 Use today |

× Reminder: your work date is 8/11/2020 Use today | Change to...

Release Request App

No. ↑ Name Responsibility Center

→ 10000 : Adatum Corporation

20000 : **Trey Research**

30000 : School of Fine Art

40000 : Alpine Ski House

50000 : Relecloud

Click on the button **OK**

31772 192 Market Square

61236 153 Thomas Drive

37125 10 High Tower Green

31772 10 Deerfield Road

31772 25 Water Way

Details

Customer De

Customer No.

Name

Phone No.

Email

Fax No.

Credit Limit (\$)

Available Credit (\$)

Payment Terms C

Contact

OK

Cancel

Quantity Unit of Measure Code Unit Price Excl. Tax Tax Area Code Tax C Code

Click on the cell **Type** with the value **Item**

Your Reference

Lines Manage More options

Type InterCompany IC No. No.

→ **Item**

Look up value

Subtotal Excl. Tax (USD)

Click on the lookup button in the cell **Type**

Your Reference

Lines Manage More options

Type InterCompany IC No. No.

→ **Item**

Subtotal Excl. Tax (USD)



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	September 26, 2025
RUX Intercompany Help	79/127

Change the Type to G/L Account

ZIP Code ..... 61236

Country/Region Code ..... US

Contact No. .... CT000003

Con

Your

Line

Option Values

Comment

G/L Account

Item

Resource

Fixed Asset

Select from full list

Item

Click on the cell **InterCompany**

Your Reference .....

Lines | Manage | More options

Type	InterCompany	IC No.	No.
→ G/L Account			*
		Look up value	

Subtotal Excl. Tax (USD) .....

Select the Target company

ge | More options

InterCompany	IC No.	No.	Description
		*	*
InterCompany ↑			
→	CRONUS TARGET BM		
+ New			Select from full list

JSD) ..... 0.00 Total Excl. Tax (L

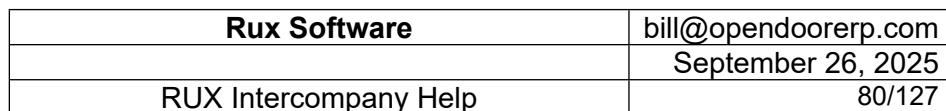
Click on the cell **IC No.**

Your Reference .....

Lines | Manage | More options

Type	InterCompany	IC No.	No.	Description
→ G/L Account	US TARGET BM		*	

Subtotal Excl. Tax (USD) ..... 0.00



[Manage](#)
[More options](#)

	InterCompany	IC No.	No.	Description
ount	⋮ CRONUS TARGET ...	<input type="text"/>	<input type="text"/>	*

d. Tax (USD) 
Total Ex

61236	CRONUS TARGET BM	30100	Capital Stock
US	CRONUS TARGET BM	30200	Retained Earnings
CT000003	CRONUS TARGET BM	30290	<b>This Year Earnings</b>
Helen Ray	CRONUS TARGET BM	30300	Distributions to Shareholders
	CRONUS TARGET BM	30990	<b>TOTAL LIABILITIES</b>
	CRONUS TARGET BM	40000	<b>INCOME STATEMENT</b>
	CRONUS TARGET BM	40001	<b>INCOME</b>
	CRONUS TARGET BM	40100	Income, Services
	CRONUS TARGET BM	40200	Income, Product Sales
	CRONUS TARGET BM	40250	Job Sales
	CRONUS TARGET BM	40300	Sales Discounts
	CRONUS TARGET BM	40400	Sales Returns & Allowances
	CRONUS TARGET BM	40450	Job Sales Applied

	Income Sta...	Income	Begin-Total	Sale	
	Income Sta...	Income	Posting	Sale	DOME
	Income Sta...	Income	Posting	Sale	DOME
	Income Sta...	Income	Posting		
	Income Sta...	Income	Posting	Sale	
nces	Income Sta...	Income	Posting	Sale	
	Income Sta...	Income	Posting		
	Income Sta...	Income	Posting	Sale	DOME

Costing Method

Cost is Adjusted

Cost is Posted to

Standard Cost

Unit Cost

Overhead Rate

Indirect Cost %

Last Direct Cost

Profit %

Unit Price

0.00

Description	Location Code	Quantity	Unit of Measure Code	Unit Price Excl. Tax
Income, Services		*		*

0.00

Total Excl. Tax (USD) .....





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	September 26, 2025
RUX Intercompany Help	81/127

Enter the Quantity

Description	Location Code	Quantity	Unit of Measure Code	Unit Price Excl. Tax
Income, Services		*		*
0.00		Total Excl. Tax (USD) .....		

Click on the cell **Unit Price Excl. Tax**

Location Code	Quantity	Unit of Measure Code	Unit Price Excl. Tax	Tax Area Code	Ta
	*	1	*	CHICAGO, IL	*
x (USD) .....		0.00			

Enter the Amount

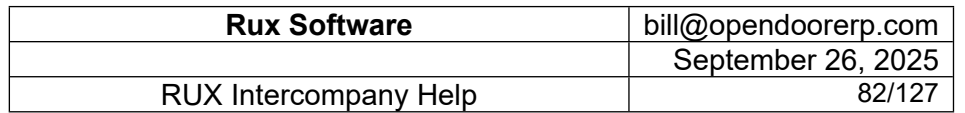
Location Code	Quantity	Unit of Measure Code	Unit Price Excl. Tax	Tax Area Code	Ta
	1		*	CHICAGO, IL	*
x (USD) .....		0.00			

Click on the cell **Tax Group Code**

Your Reference .....

Lines | Manage | More options

Type	Tax Area Code	Tax Group Code	Line Discount %	Line Amount Excl. Tax
→ G/L Account	CHICAGO, IL	*		100.00
			Look up value	
Subtotal Excl. Tax (USD) .....				100.0

[illegible]

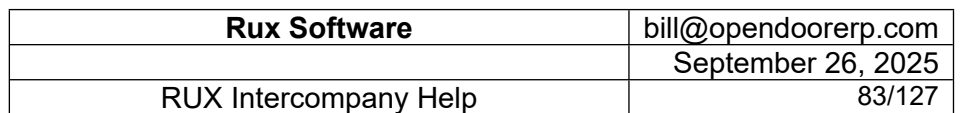
Qty. to Assign	Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Sho Dim 3
0					
Tax (USD)			100.00		

[illegible]

Change to... | Turn off reminder

Name
Administration
Production
Sales

OK Cancel



The screenshot shows a 'Customer Details' dialog box. On the left, there is a list of options: 'Name', 'Administration', 'Production', and 'Sales'. 'Production' is highlighted with a light blue background and a red border. On the right, there are two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red border. In the background, a form for 'Customer Details' is visible, showing fields for 'Name', 'Phone No.', 'Email', 'Fax No.', 'Credit Limit (\$)', 'Available Credit (\$)', and 'Payment Terms (\$)'.

[illegible]

	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Sho Dim 3
		PROD	<div style="border: 2px solid red; padding: 2px;">...</div>	
...	100.00			

Costing Method

Cost is Adjusted

Cost is Posted to G/L

Standard Cost

Unit Cost

Overhead Rate

Indirect Cost %

Last Direct Cost

Profit %

Unit Price

Change to... | Turn off reminder

	Name
GE	Large Business
IUM	Medium Business
LL	Small Business

OK Cancel



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	September 26, 2025
RUX Intercompany Help	84/127

Click on the button **OK**

Name

Large Business

**Medium Business**

Small Business

OK

Cancel

PS

Details

Customer De

Customer No.

Name

Phone No.

Email

Fax No.

Credit Limit (\$)

Available Credit (\$)

Payment Terms C

Click on Posting

SALES INVOICE

S-INV102222 · Trey Research

Notifications: 2 This customer has an overdue balance. | Reminder: your work date

Posting

Prepare

Invoice

Release

Request Approval

Navigate

General

Customer No. 20000

Customer Name Trey Research

Click on Post

SALES INVOICE

S-INV102222 · Trey Research

Notifications: 2 This customer has an overdue balance. | Reminder: your work date

Posting

Prepare

Invoice

Release

Request Approval

Navigate

Post

Post and New...

Post and Send...

Preview Posting

Customer No. 20000

Customer Name Trey Research

SELL-T0

Click on the button **Yes**

External Document No. TEST226

Salesperson Code PS

Do you want to post the invoice?

Yes

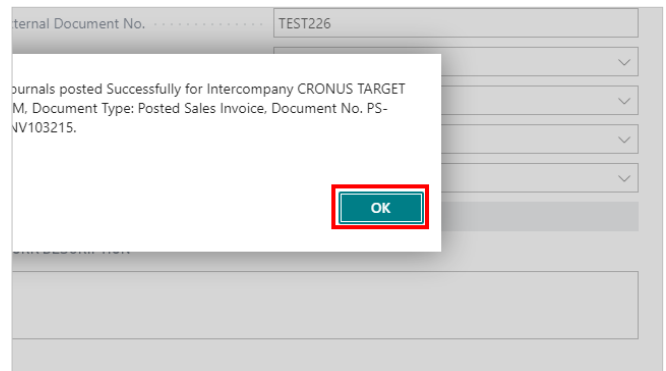
No

WORK DESCRIPTION

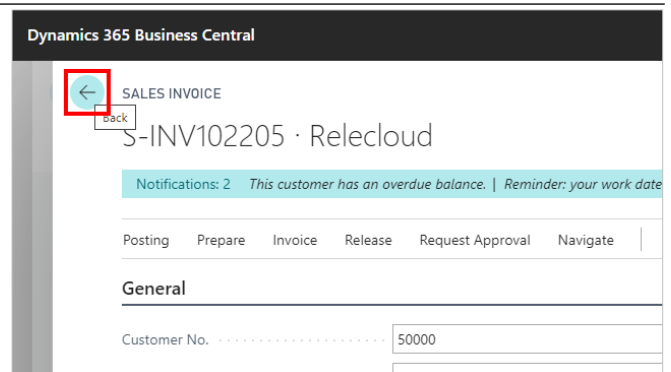


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	September 26, 2025
RUX Intercompany Help	85/127

Click on the button **OK**

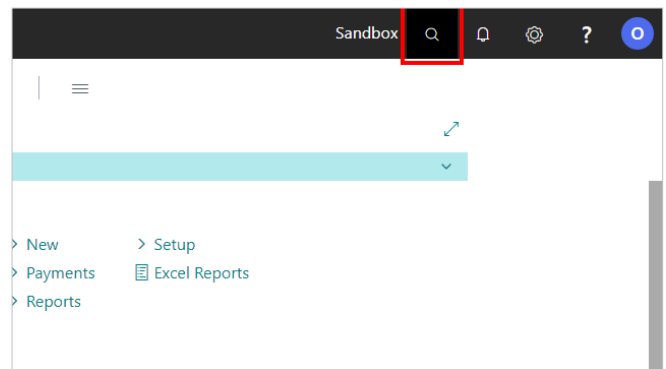


Click on the back button

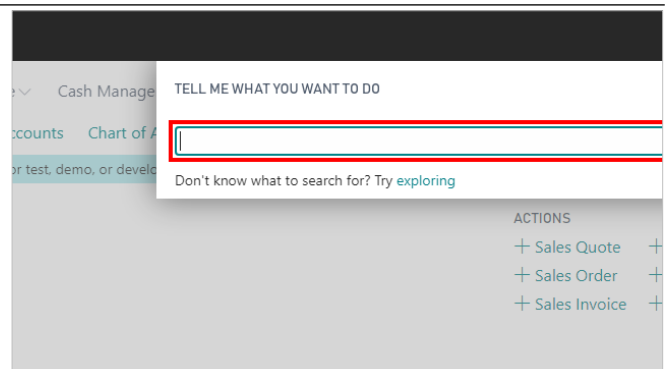


### 3.2.4. How to Create an Intercompany Sales Credit Memos

Click on the link **Search**



Click on the field **Type to start search:**





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	September 26, 2025
RUX Intercompany Help	86/127

Enter Sales Credit

Cash Manage

accounts

Chart of A

or test, demo, or develo

TELL ME WHAT YOU WANT TO DO

g

sales or

Try exploring

ACTIONS

+ Sales Quote

+ Sales Order

+ Sales Invoice

Click on **Sales Credit Memos Lists** ☐

Cash Manage

accounts

Chart of A

or test, demo, or develo

TELL ME WHAT YOU WANT TO DO

Sales credit

Go to Pages and Tasks

> Sales Credit Memos

Lists

Go to Reports and Analysis

Posted Sales Credit Memos

Archive

Didn't find what you were looking for? Try [exploring](#)

Click on the navigation menu item **New**

Dynamics 365 Business Central

SALES CREDIT MEMOS

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Search 

+ New

 Manage Release Posting Credit Memo Nav

No. ↑

Sell-to Customer No.

Sell-to Customer Name

External Document No.

S-CR1001

30000

School of Fine Art

Click on the lookup button **Customer Name**

Use today | Change to... | Turn off reminder

emo Request Approval Navigate More options

Posting Date

Due Date



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	September 26, 2025
RUX Intercompany Help	87/127

Select the Customer

mo

is 8/11/2020 Use today |

Credit Memo Request

\*

CUSTOMERS

× Reminder: your work date is 8/11/2020 Use today | Change to...

No. ↑	Name	Responsibility Center
→ 10000	Adatum Corporation	
20000	Trey Research	
30000	School of Fine Art	
40000	Alpine Ski House	
50000	Relecloud	

Click on the button **OK**

31772	192 Market Square
61236	153 Thomas Drive
37125	10 High Tower Green
31772	10 Deerfield Road
31772	25 Water Way

Details

Customer Sta

Customer No.

Balance (\$)

SALES

Outstanding Order

Shipped Not Invd

Outstanding Invo

PAYMENTS

Payments (\$)

Refunds (\$)

OK

Cancel

Quantity	Unit of Measure Code	Unit Price Excl. Tax	Tax Area Code	Tax Code
----------	----------------------	----------------------	---------------	----------

Click on the cell **Type** with the value **Item**

Contact ..... Helen Ray

Lines

Manage

More options

Type	InterCompany	IC No.	No.
→ Item			*

Subtotal Excl. Tax (USD) .....

Click on the lookup button in the cell **Type**

Contact ..... Helen Ray

Lines

Manage

More options

Type	InterCompany	IC No.	No.
→ Item			*

Subtotal Excl. Tax (USD) .....



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	September 26, 2025
RUX Intercompany Help	88/127

Change the Type to G/L Account

The screenshot shows a dropdown menu for the 'Type' column of the 'InterCompany' table. The menu is open, displaying several options: 'Option Values', 'Comment', 'G/L Account' (highlighted with a red box), 'Item', 'Resource', 'Fixed Asset', and 'Select from full list'. The 'G/L Account' option is the target of the instruction.

Click on the cell **InterCompany**

The screenshot shows the 'InterCompany' table with the 'G/L Account' cell highlighted by a red box. Below the cell, there is a 'Look up value' button. The table also shows columns for 'Type', 'IC No.', 'No.', and 'Description'. The 'Type' column has a dropdown menu set to 'G/L Account'.

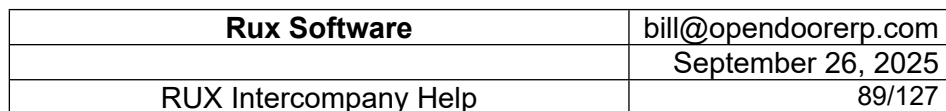
Select the Target company

The screenshot shows the 'InterCompany' table with the 'IC No.' cell highlighted by a red box. A dropdown menu is open for the 'IC No.' column, showing 'CRONUS TARGET BM' as the selected option. The menu also includes a '+ New' button and a 'Select from full list' link. The table also shows columns for 'Type', 'No.', and 'Description'.

Click on the cell **IC No.**

The screenshot shows the 'InterCompany' table with the 'IC No.' cell highlighted by a red box. The dropdown menu for the 'IC No.' column is open, showing 'US TARGET BM' as the selected option. The table also shows columns for 'Type', 'No.', and 'Description'. The 'Type' column has a dropdown menu set to 'G/L Account'.





	Helen Ray	...	Due Date
Manage	More options		
Account	InterCompany	IC No.	No.
CRONUS TARGET ...			*
Total Tax (USD)		0.00	Total Expense

InterCompany		No.	Name
	CRONUS TARGET BM	30990	TOTAL LIABILITIES
	CRONUS TARGET BM	40000	INCOME STATEMENT
Trey Research	CRONUS TARGET BM	40001	INCOME
Helen Ray	CRONUS TARGET BM	40100	Income, Services
	CRONUS TARGET BM	40200	Income, Product Sales
	CRONUS TARGET BM	40250	Job Sales
	CRONUS TARGET BM	40300	Sales Discounts
	CRONUS TARGET BM	40400	Sales Returns & Allowances
	CRONUS TARGET BM	40450	Job Sales Applied

SOLD				
Income Sta...	Cost of Go...	End-Total		
Income Sta...	Expense	Begin-Total	Purchase	
Income Sta...	Expense	Posting		
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	
Income Sta...	Expense	Posting	Purchase	

Total Sales (\$)

Invoiced Prepayment

---

### Customer Details

Customer No.

Name

Phone No.

Email

Fax No.

Credit Limit (\$)

Available Credit (\$)

OK

Cancel

Due Date .....		8/11/2020	
Description	Location Code	Quantity	Unit Price Excl. Tax
Income, Services		*	*
Total Excl. Tax (USD) .....		0.00	



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	September 26, 2025
RUX Intercompany Help	90/127

Enter **the Quantity**.

...	Due Date	8/11/2020		
Description	Location Code	Quantity	Unit of Measure Code	Unit Price Excl. Tax
Income, Services		*		*
0.00		Total Excl. Tax (USD)		

Click on the cell **Unit Price Excl. Tax**

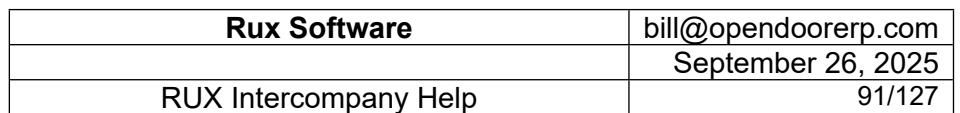
8/11/2020					
Location Code	Quantity	Unit of Measure Code	Unit Price Excl. Tax	Tax Area Code	Ta
	*	1	*	CHICAGO, IL	*
x (USD)		0.00			

Enter **the Amount**.

8/11/2020					
Location Code	Quantity	Unit of Measure Code	Unit Price Excl. Tax	Tax Area Code	Ta
		1	*	CHICAGO, IL	*
x (USD)		0.00			

Click on the cell **Tax Group Code**

len Ray	...	Due Date			
Unit of Measure Code	Unit Price Excl. Tax	Tax Area Code	Tax Group Code	Line Amount Excl. Tax	Amount Including Tax
	10.00	CHICAGO, IL	*	10.00	10.00
10.00				Total Excl. Tax (USD)	

[illegible]

...	Due Date .....	8/11/2020			
Qty. Assigned	Department Code	Customergro...	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code
-					
Total Excl. Tax (USD) ..... 10.00					

...

Due Date ..... 8/11/2020

Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4 Code
—			...		

00

Total Excl. Tax (USD) .....

The screenshot shows a 'Change to...' dialog box. At the top, there is a header bar with the text 'Change to...' and a dropdown arrow. Below this, there is a list of categories: 'Administration', 'Production', and 'Sales'. The 'Production' category is highlighted with a red rectangle. At the bottom right, there are two buttons: 'OK' and 'Cancel'.



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RUX Intercompany Help	92/127

Click on the button **OK**

Click on the cell **IC Shortcut Dim 2 Code**

Click on the lookup button in the cell **IC Shortcut Dim 2 Code**

Select the Dimension value



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	September 26, 2025
RUX Intercompany Help	93/127

Click on the button **OK**

Name

Large Business

Medium Business

Small Business

OK Cancel

Click on Posting in the Menu

SALES CREDIT MEMO

S-CR1002 · Trey Research

Notifications: 2 This customer has an overdue balance. | Reminder: your work date

Release Posting Prepare Credit Memo Request Approval Navigate

General

Customer Name ..... Trey Research

Contact ..... Helen Ray

Click on Post

SALES CREDIT MEMO

S-CR1002 · Trey Research

Notifications: 2 This customer has an overdue balance. | Reminder: your work date

Release Posting Prepare Credit Memo Request Approval Navigate

Post Post and Send... Preview Posting

Finalize the document or journal by posting the amounts and quantities to the related accounts.

Customer Name ..... Trey Research

Contact ..... Helen Ray

Click on the button **Yes**

Do you want to post the credit memo?

Yes No

## 3.3. Intercompany Purchase Documents

### 3.3.1. Overview

Intercompany transactions can be posted from Purchase Orders, Invoices and Credit Memos. However, only G/L Account Types lines can have Intercompany transactions.

If Post Taxes from the Intercompany Setup is turned on, all taxes will be posted to the target company as well as the target companies Tax Entry table. Otherwise the total amount including tax is posted through to the

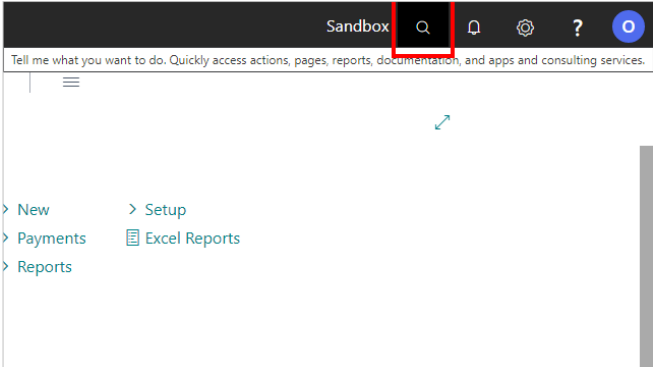


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	September 26, 2025
RUX Intercompany Help	94/127

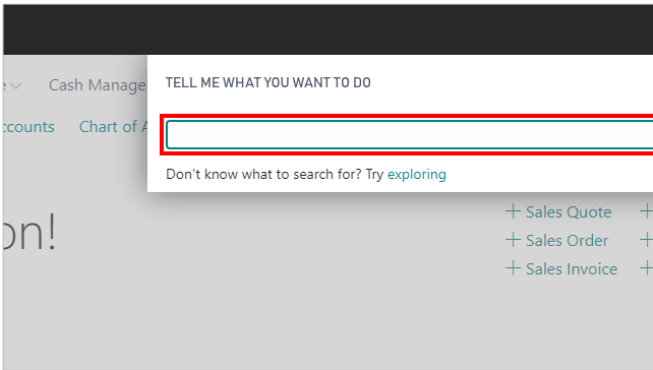
target company.

3.3.2. How to Create an Intercompany Purchase Order

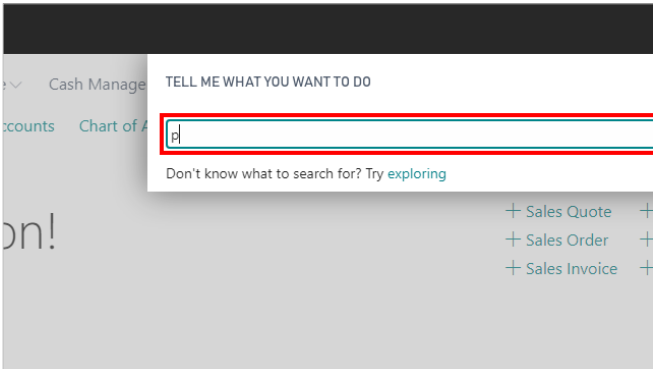
Click on the link Search



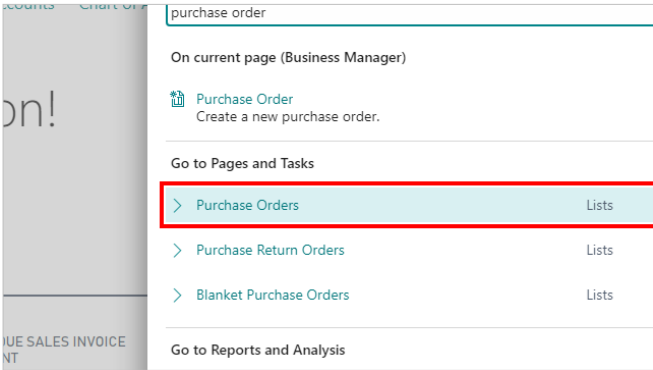
Click on the field Type to start search:



Enter Purchase Order.



Click on Purchase Orders Lists





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Click on the navigation menu item **New**

Dynamics 365 Business Central

PURCHASE ORDERS

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Search + New Manage Print/Send Order Release Posting

No. ↑	Buy-from Vendor No.	Buy-from Vendor Name	Vendor Auto No.
106001	10000	Fabrikam, Inc.	
106002	20000	First Up Consultants	
106003	40000	Wide World Importers	

Click on the lookup button **Vendor Name**

Use today | Change to... | Turn off reminder

Request Approval Print/Send Navigate More options

Vendor Invoice No. ....

Vendor Shipment No. ....

Select the Vendor

VENDORS

Reminder: your work date is 8/11/2020 Use today | Change to...

No. ↑	Name	Location Code
→ 10000	Fabrikam, Inc.	
20000	First Up Consultants	
30000	Graphic Design Institute	
40000	Wide World Importers	
50000	Nod Publishers	
V00010	CA Vendor	

Click on the button **OK**

100 Day Drive	Chicago	61236
33 Hitech Drive	Miami	37125
51 Radcroft Road	Atlanta	31772
172 Field Green	Atlanta	31772

Vendor Status

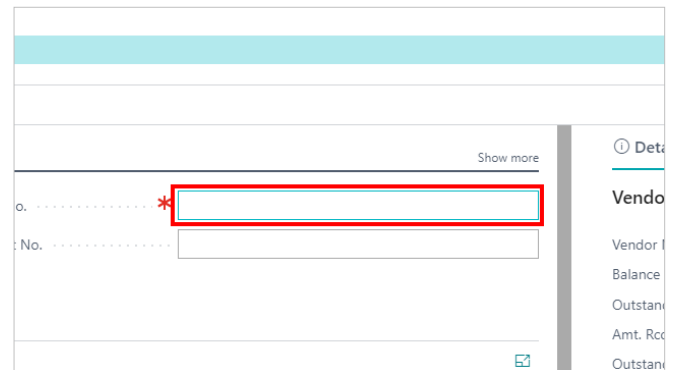
Vendor No.  
Balance (\$)  
Outstanding Order  
Amt. Rcd. Not Inv  
Outstanding Invoice  
Total (\$)  
Overdue Amount  
Invoiced Prepayment  
Payments (\$)  
Refunds (\$)

OK Cancel

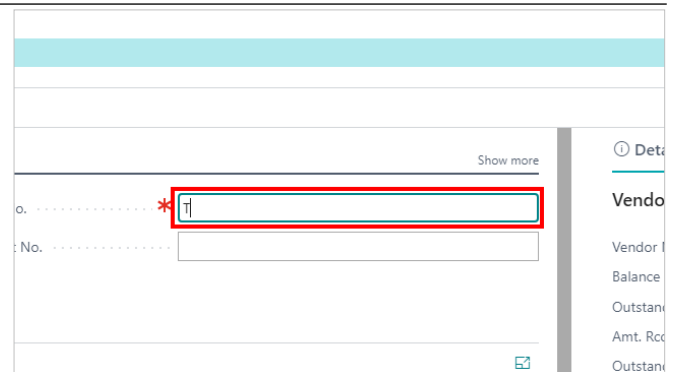


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	September 26, 2025
RUX Intercompany Help	96/127

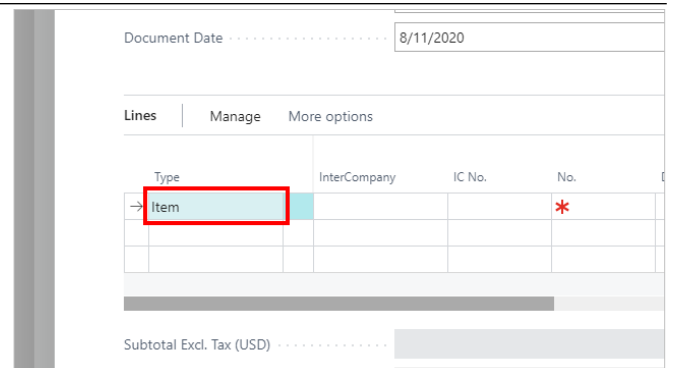
Click on the field **Vendor Invoice No.**



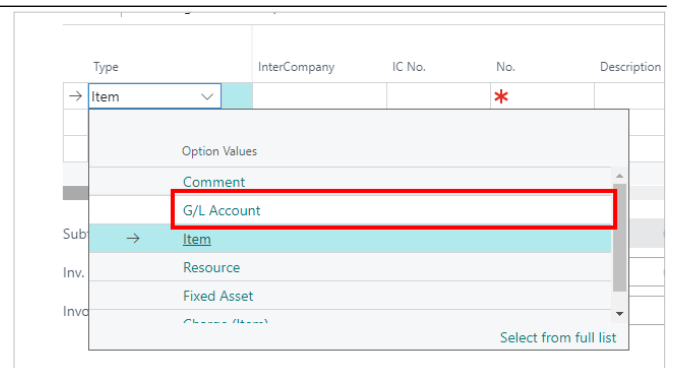
Enter the **Invoice Number**.



Click on the cell **Type** with the value **Item**



Change the Type to G/L Account







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	September 26, 2025
RUX Intercompany Help	97/127

Click on the cell **InterCompany**

Document Date ..... 8/11/2020

Lines | Manage | More options

Type	InterCompany	IC No.	No.
→ G/L Account			*

Subtotal Excl. Tax (USD) .....

Select the Target company

InterCompany | More options

InterCompany	IC No.	No.	Description
		*	
InterCompany ↑			
→	CRONUS TARGET BM		
+ New			

Subtotal Excl. Tax (USD) ..... 0.00

Total Excl. Tax (USD) ..... 0.00

Total Tax (USD) ..... 0

Total Incl. Tax (USD) ..... 0

Click on the cell **IC No.**

Document Date ..... 8/11/2020

Lines | Manage | More options

Type	InterCompany	IC No.	No.	Description
→ G/L Account	US TARGET BM			

Look up value

Subtotal Excl. Tax (USD) ..... 0.00

Click on the lookup button in the cell **IC No.**

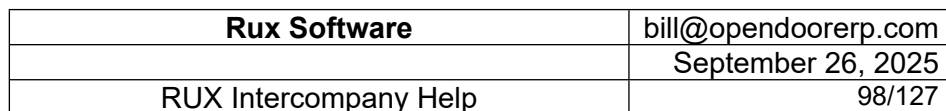
Date ..... 8/11/2020

Manage | More options

InterCompany	IC No.	No.	Description
CRONUS TARGET ...			

Subtotal Excl. Tax (USD) ..... 0.00

Total Excl. Tax (USD) ..... 0.00



my	IC No.	CRONUS TARGET BM	50200	Cost of materials
TARGET ...		CRONUS TARGET BM	50300	Cost of Labor
		CRONUS TARGET BM	50300	Job Costs
		CRONUS TARGET BM	50399	Job Costs Applied
		CRONUS TARGET BM	<b>50990</b>	<b>TOTAL COST OF GOODS SOLD</b>
		CRONUS TARGET BM	<b>60001</b>	<b>EXPENSES</b>
		CRONUS TARGET BM	60100	Rent Expense
		CRONUS TARGET BM	60200	Advertising Expense
		CRONUS TARGET BM	60300	Interest Expense
		CRONUS TARGET BM	60400	Bank Charges and Fees
		CRONUS TARGET BM	60500	Processing Fees
		CRONUS TARGET BM	60600	Bad Debt Expense
		CRONUS TARGET BM	60700	Salaries Expense

Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase

Vendor No.

0

Quotes

2

Invoices

0

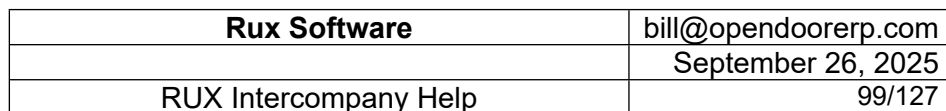
Pstd. Return Shipments

OK

Cancel

	Location Code	Bin Code	Quantity	Reserved Quantity	Unit of Measure Code
nse			*	-	
Total Excl. Tax (USD)			0.0		

	Location Code	Bin Code	Quantity	Reserved Quantity	Unit of Measure Code
nse			*		-
Total Excl. Tax (USD)					0.0

[illegible][illegible]

Unit of Measure Code	Direct Unit Cost Excl. Tax	Tax Area Code	Tax Group Code	Line Amount Excl. Tax	Qty. to Receive
	*	100 ATLANTA, GA	*		
0.00		Total Excl. Tax (USD) .....			

[illegible]



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	September 26, 2025
RUX Intercompany Help	100/127

Click on the cell **IC Shortcut Dim 1 Code**

The screenshot shows a form with a table containing columns: Expected Receipt Date, Department Code, Customergro... Code, IC Shortcut Dim 1 Code, IC Shortcut Dim 2 Code, IC Shortcut Dim 3 Code, and IC D... The first row has a date of 8/11/2020. The IC Shortcut Dim 1 Code cell is highlighted with a red box. Below the table, there is a summary row with a value of 100.00 and a label 'Total Excl. Tax (USD)'.

Select the Dimension value

The screenshot shows a dialog box for selecting a dimension value. The dialog has a list with items: Administration, Production, and Sales. The 'Production' item is highlighted with a red box. There are 'OK' and 'Cancel' buttons at the bottom right of the dialog.

Click on the button **OK**

This screenshot is similar to the previous one, showing the dimension selection dialog. The 'OK' button is now highlighted with a red box, indicating it has been clicked.

Click on the cell **IC Shortcut Dim 2 Code**

The screenshot shows the form after the first dimension has been selected. The 'IC Shortcut Dim 1 Code' field now contains the value 'PROD'. The 'IC Shortcut Dim 2 Code' field is highlighted with a red box. A tooltip labeled 'Look up value' is visible next to the highlighted field. The summary row at the bottom still shows 100.00.



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RUX Intercompany Help	101/127

Select the Dimension value

Change to... | Turn off reminder

Name

Large Business

Medium Business

Small Business

OK Cancel

Click on the button **OK**

Name

Large Business

Medium Business

Small Business

OK Cancel

Click on the navigation menu item popup **Posting**

PURCHASE ORDER

106006 · First Up Consultants

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Process Release **Posting** Order Request Approval Print/Send Na

General

Vendor Name First Up Consultants

Contact Evan McIntosh

Click on the navigation menu item **Post...**

PURCHASE ORDER

106006 · First Up Consultants

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Process Release **Posting** Order Request Approval Print/Send Na

**Post...** Post and Print... Preview Posting Post and New...

Vendor Name First Up Consultants

Contact Evan McIntosh

Document Date 8/11/2020



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	September 26, 2025
RUX Intercompany Help	102/127

Choose an option

Click on the button **OK**

Click on the button **OK**

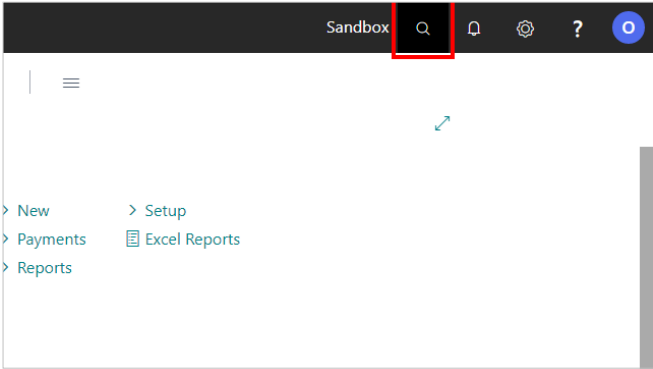
Click on the back button



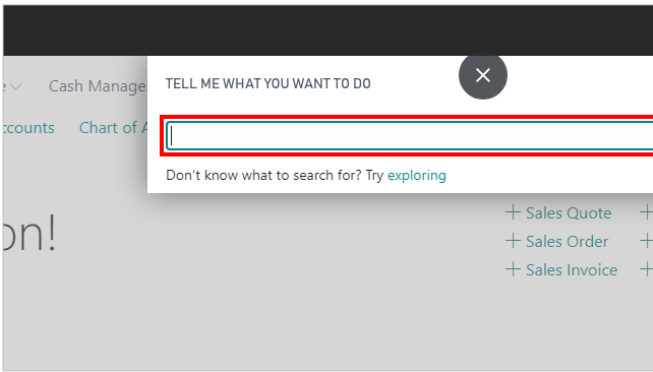
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RUX Intercompany Help	103/127

3.3.3.                    **How to Create an Intercompany Purchase Invoice**

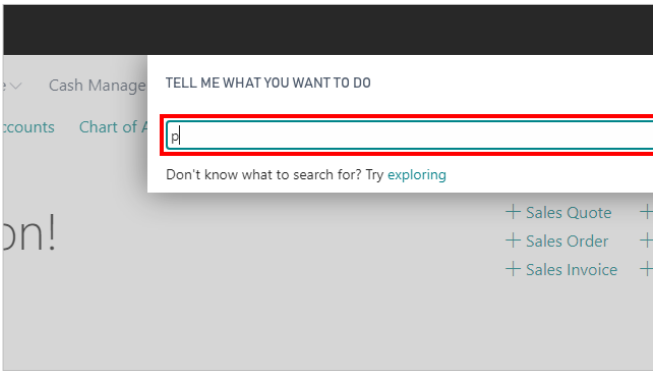
Click on the link **Search**



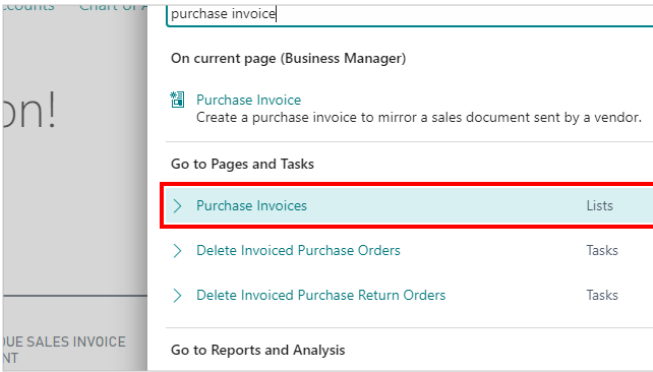
Click on the field **Type to start search:**



Enter **Purchase Invoice**.



Click on **Purchase Invoices Lists** ☐





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	September 26, 2025
RUX Intercompany Help	104/127

Click on the navigation menu item **New**

Dynamics 365 Business Central

PURCHASE INVOICES

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Search + New Manage Invoice Posting Release Navigate

No. ↑	Buy-from Vendor No.	Buy-from Vendor Name
107209	10000	Fabrikam, Inc.
107210	20000	First Up Consultants
107211	30000	Graphic Design Institute

Click on the lookup button **Vendor Name**

Use today | Change to... | Turn off reminder

Incoming Document Release Navigate More options

Due Date .....  
Vendor Invoice No. ....  
DIOT Type of Operation .....

Select the Vendor

Reminder: your work date is 8/11/2020 Use today | Change to...

No. ↑	Name	Location Code
→ 10000	Fabrikam, Inc.	
20000	First Up Consultants	
30000	Graphic Design Institute	
40000	Wide World Imports	Graphic Design Institute
50000	Nod Publishers	
V00010	CA Vendor	

Click on the button **OK**

100 Day Drive	Chicago	61236
33 Hitech Drive	Miami	37125
51 Radcroft Road	Atlanta	31772
172 Field Green	Atlanta	31772

OK Cancel

Incoming Document

Vendor Status

Vendor No.

Balance (\$)





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	September 26, 2025
RUX Intercompany Help	105/127

Click on the field **Vendor Invoice No.**

8/31/2020

Vendor Invoice No. \*

Enter the Invoice Number

8/31/2020

Vendor Invoice No. \*

Click on the cell **Type** with the value **Item**

Posting Date 8/11/2020

Type	InterCompany	IC No.	No.
Item			*

Subtotal Excl. Tax (USD)

Select the Type G/L Account

Option Values

Comment

G/L Account

Item

Resource

Fixed Asset

Select from full list



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	September 26, 2025
RUX Intercompany Help	106/127

Click on the cell **InterCompany**

Posting Date ..... 8/11/2020

Lines | Manage | More options

Type	InterCompany	IC No.	No.	Description/Comment
→ G/L Account			*	

Subtotal Excl. Tax (USD) .....

Select the Target company

InterCompany | More options

InterCompany	IC No.	No.	Description/Comment
		*	*

InterCompany ↑

→ CRONUS TARGET BM

+ New Select from full list

USD) ..... 0.00 Total Excl. Tax (USD)

nt (USD) ..... 0.00 Total Tax (USD)

..... 0 Total Incl. Tax (USD)

Click on the cell **IC No.**

Posting Date ..... 8/11/2020

Lines | Manage | More options

Type	InterCompany	IC No.	No.	Description/Comment
→ G/L Account	US TARGET BM		*	

Subtotal Excl. Tax (USD) ..... 0.00

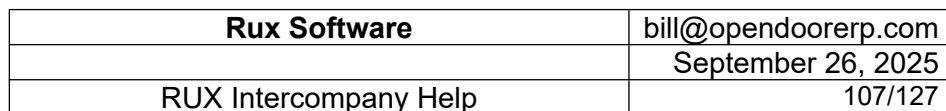
Click on the lookup button in the cell **IC No.**

..... 8/11/2020

Manage | More options

InterCompany	IC No.	No.	Description/Comment
CRONUS TARGET ...		*	

Subtotal Excl. Tax (USD) ..... 0.00 Total Excl. Tax (USD)



any	IC No.	CRONUS TARGET BM	50200	Cost of Labor
TARGET ...		CRONUS TARGET BM	50300	Job Costs
		CRONUS TARGET BM	50399	Job Costs Applied
		CRONUS TARGET BM	<b>50990</b>	<b>TOTAL COST OF GOODS SOLD</b>
		CRONUS TARGET BM	<b>60001</b>	<b>EXPENSES</b>
		CRONUS TARGET BM	60100	Rent Expense
		CRONUS TARGET BM	60200	Advertising Expense
		CRONUS TARGET BM	603 60200	Interest Expense
		CRONUS TARGET BM	60400	Bank Charges and Fees
		CRONUS TARGET BM	60500	Processing Fees
		CRONUS TARGET BM	60600	Bad Debt Expense
		CRONUS TARGET BM	60700	Salaries Expense

	Income Sta...	Expense	Posting	Purchase	
	Income Sta...	Expense	Posting	Purchase	
	Income Sta...	Expense	Posting	Purchase	
	Income Sta...	Expense	Posting	Purchase	
	Income Sta...	Expense	Posting	Purchase	
	Income Sta...	Expense	Posting	Purchase	
	Income Sta...	Expense	Posting	Purchase	
nce Expense	Income Sta...	Expense	Posting	Purchase	

Outstanding Invo  
Total (\$)  
Overdue Amount  
Invoiced Prepaym  
Payments (\$)  
Refunds (\$)  
Last Payment Dat  

---

Forecast ▾

OK Cancel

DIOT Type of Operation .....				
Description/Comment	Location Code	Quantity	Unit of Measure Code	Direct Unit Cost Excl. Tax
Advertising Expense		*		*
Total Excl. Tax (USD) .....		0.00		

DIOT Type of Operation .....				
Description/Comment	Location Code	Quantity	Unit of Measure Code	Direct Unit Cost Excl. Tax
Advertising Expense		*		*
Total Excl. Tax (USD) .....			0.00	



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	September 26, 2025
RUX Intercompany Help	108/127

Click on the cell **Direct Unit Cost Excl. Tax**

f Operation .....

Location Code Quantity Unit of Measure Code Direct Unit Cost Excl. Tax Tax Area Code Tax Code

	*	1		*	ATLANTA, GA	*
--	---	---	--	---	-------------	---

x (USD) ..... 0.00

Enter the amount.

f Operation .....

Location Code Quantity Unit of Measure Code Direct Unit Cost Excl. Tax Tax Area Code Tax Code

		1		*	ATLANTA, GA	*
--	--	---	--	---	-------------	---

x (USD) ..... 0.00

Click on the cell **Tax Group Code**

8/11/2020  DIOT Typ

Manage More options

	Direct Unit Cost Excl. Tax	Tax Area Code	Tax Group Code	Line Discount %	Line Amount Excl. Tax
ount	100.00	ATLANTA, GA	*		100.00
				Look up value	

. Tax (USD) ..... 100.00 Total Excl.

Select the Tax Group Code

Direct Unit Cost Excl. Tax	Tax Area Code	Tax Group Code	Line Discount %	Line Amount Excl. Tax	Qty. to
100.00	ATLANTA, GA	*		100.00	

Code ↑ Description

- FURNITURE Taxable Olympic Furniture
- LABOR Labor on Job
- MATERIALS Taxable Raw Materials
- NONTAX Select record "MATERIALS"
- SUPPLIES Taxable Olympic Supplies
- + New



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	September 26, 2025
RUX Intercompany Help	109/127

Click on the cell **IC Shortcut Dim 1 Code**

DIOT Type of Operation

Qty. Assigned	Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC D
-						
				Look up value		
100.00						
Total Excl. Tax (USD)						

Click on the lookup button in the cell **IC Shortcut Dim 1 Code**

DIOT Type of Operation

Assigned	Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4 Code
-						
00						
Total Excl. Tax (USD)						

Select a Dimension value

Change to... | Turn off reminder

Name

Administration

Production

Sales

OK

Cancel

Click on the button **OK**

Name

Administration

Production

Sales

OK

Cancel

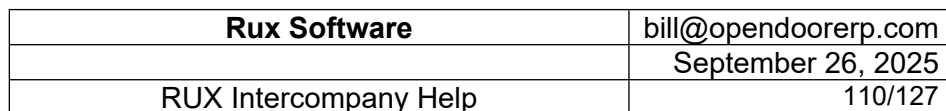
IC Shortcut Dim 1 Code

IC Shortcut Dim 2 Code

IC Shortcut Dim 3 Code


IC Shortcut Dim 4 Code

IC Sho Dim 5




DIOT Type of Operation .....					
Department Code	Customergro...	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4 Code
		PROD ...			
Total Excl. Tax (USD) .....				100	

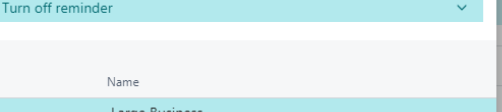
Type of Operation .....

..... 

nt	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4 Code	IC SI Dim
		PROD	<div>...</div>			

..... 

cl. Tax (USD) ..... 100.00



Change to... | Turn off reminder

	Name
SE	Large Business
IUM	Medium Business
LL	Small Business

OK Cancel

The screenshot shows the 'Business Type' dropdown menu with the following options:

- Name
- Large Business
- Medium Business
- Small Business** (selected)

The 'OK' button is highlighted with a red rectangle.



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	September 26, 2025
RUX Intercompany Help	111/127

Click on the navigation menu item popup **Posting**

Dynamic 365 Business Central

← PURCHASE INVOICE

107216 · Graphic Design Institute

× Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Invoice **Posting** Request Approval Incoming Document Release Nav

General

Vendor Name ..... Graphic Design Institute

Contact ..... Bryce Jasso

Click on the navigation menu item **Post**

← PURCHASE INVOICE

107216 · Graphic Design Institute

× Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Invoice **Posting** Request Approval Incoming Document Release Nav

**Post** Post and Print Preview Posting Post and New...

Vendor Name ..... Graphic Design Institute

Contact ..... Bryce Jasso

Posting Date ..... 8/11/2020

Click on the button **Yes**

Do you want to post the invoice?

**Yes** No

00.00 Total Excl. Tax (USD) .....

0.00 Total Tax (USD) .....

Click on the button **OK**

Journals posted Successfully for Intercompany CRONUS TARGET M, Document Type: Posted Purchase Invoice, Document No. 08212.

**OK**

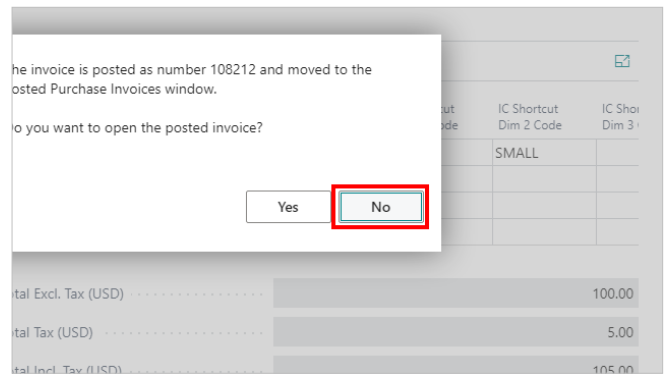
00.00 Total Excl. Tax (USD) ..... 100.00

0.00 Total Tax (USD) ..... 5.00

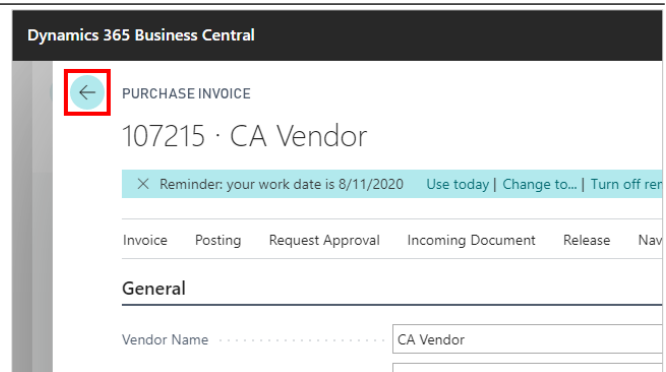


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	September 26, 2025
RUX Intercompany Help	112/127

Click on the button **No**

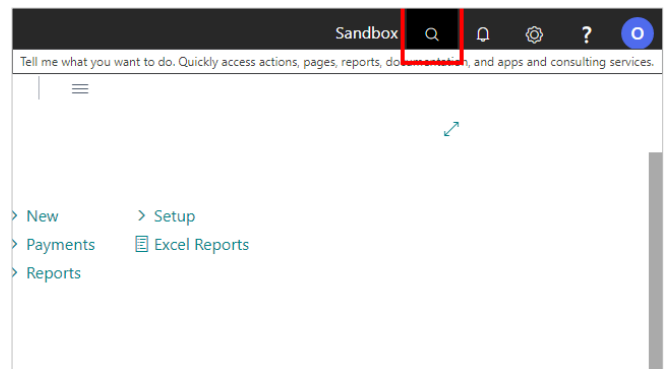


Click on the back button

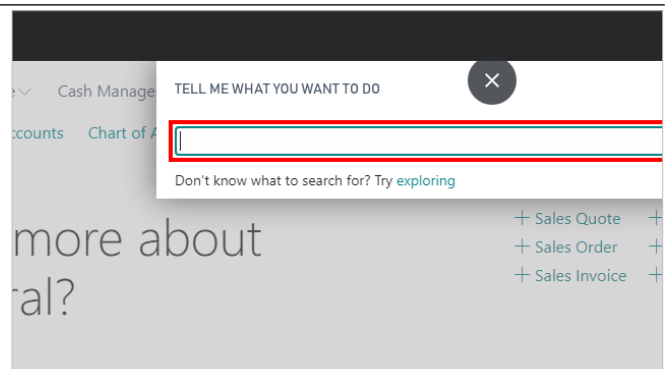


### 3.3.4. How to Create an Intercompany Purchase Credit Memo

Click on the link **Search**



Click on the field **Type to start search:**

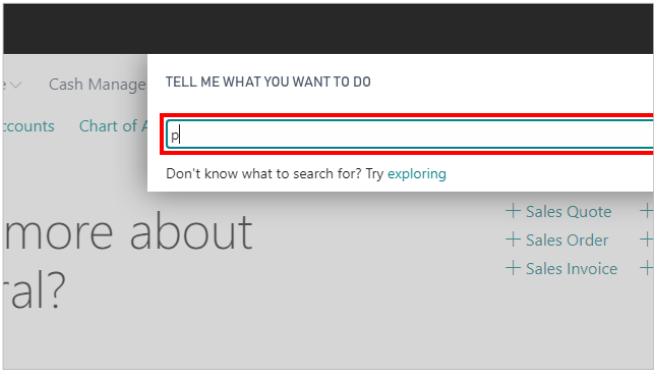




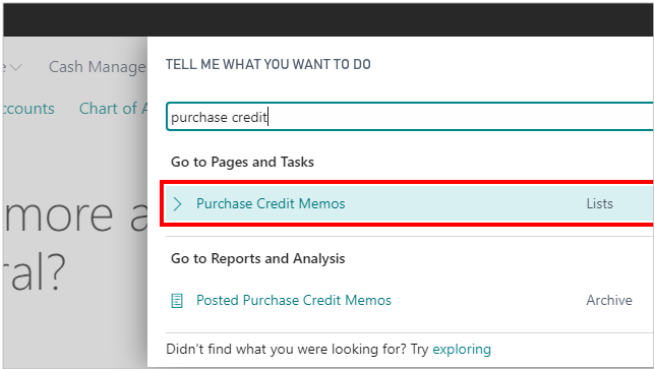


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	September 26, 2025
RUX Intercompany Help	113/127

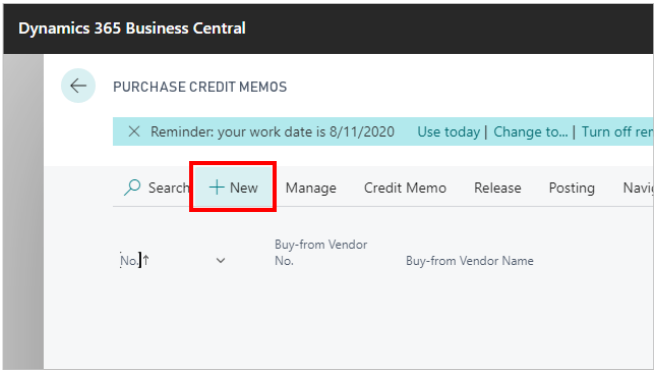
Enter **Purchase Credit**.



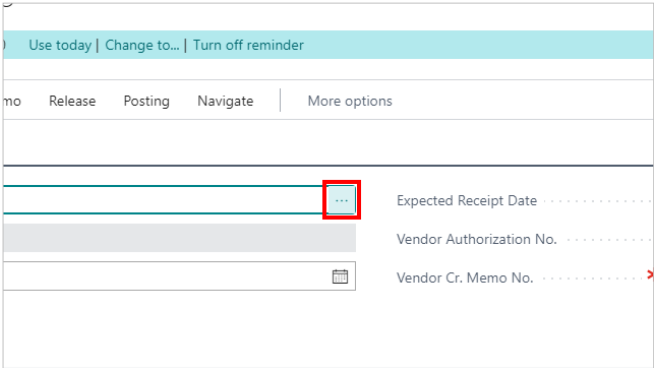
Click on **Purchase Credit Memos Lists** ☐



Click on the navigation menu item **New**



Click on the lookup button **Vendor Name**





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	September 26, 2025
RUX Intercompany Help	114/127

Select a Vendor

is 8/11/2020 Use today | X Reminder: your work date is 8/11/2020 Use today | Change to...

No. ↑	Name	Location Code
→ 10000	Fabrikam, Inc.	
20000	First Up Consultants	
30000	Graphic Design Institute	
40000	Wide World Importers	
50000	Nod Publishers	
V00010	CA Vendor	

Click on the button **OK**

100 Day Drive	Chicago	61236
33 Hitech Drive	Miami	37125
51 Radcroft Road	Atlanta	31772
172 Field Green	Atlanta	31772

Vendor Status

Vendor No.  
Balance (\$)  
Outstanding Order  
Amt. Rcd. Not Inv  
Outstanding Invoice  
Total (\$)  
Overdue Amount  
Invoiced Prepayment  
Payments (\$)  
Refunds (\$)

OK Cancel

Click on the field **Vendor Cr. Memo No.**

Show more

Date .....

ation No. ....

No. .... \*

ation Code

Quantity

Unit of Measure Code

Direct Unit Cost

Excl. Tax

Tax Area Code

Ta Cr

Vendor Status

Vendor No.  
Balance  
Outstanding  
Amt. Rcd.  
Outstanding  
Total (\$)  
Overdue

Enter the **Credit Memo No.**

Show more

Date .....

ation No. ....

No. .... \*

ation Code

Quantity

Unit of Measure Code

Direct Unit Cost

Excl. Tax

Tax Area Code

Ta Cr

Vendor Status

Vendor No.  
Balance  
Outstanding  
Amt. Rcd.  
Outstanding  
Total (\$)  
Overdue



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	September 26, 2025
RUX Intercompany Help	115/127

Click on the cell **Type** with the value **Item**

Due Date ..... 8/11/2020

Lines | Manage | More options

Type	InterCompany	IC No.	No.
→ Item			*

Subtotal Excl. Tax (USD) .....

Click on the lookup button in the cell **Type**

Due Date ..... 8/11/2020

Lines | Manage | More options

Type	InterCompany	IC No.	No.
→ Item			*

Subtotal Excl. Tax (USD) .....

Change the Type to G/L Account

Type | InterCompany | IC No. | No. | Description

→ Item

Option Values

Comment

G/L Account

Sub → Item

Inv. Resource

Inv. Fixed Asset

Select from full list

Click on the cell **InterCompany**

Due Date ..... 8/11/2020

Lines | Manage | More options

Type	InterCompany	IC No.	No.
→ G/L Account			*

Subtotal Excl. Tax (USD) .....



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	September 26, 2025
RUX Intercompany Help	116/127

Select the Target company

ge More options

InterCompany	IC No.	No.	Description
▼		*	*
InterCompany ↑			
→	CRONUS TARGET BM		
+ New Select from full list			

USD) ..... 0.00 Total Excl. Tax (U

nt (USD) ..... 0.00 Total Tax (USD)

..... 0 Total Incl. Tax (U

Click on the cell IC No.

Due Date ..... 8/11/2020

Lines Manage More options

Type	InterCompany	IC No.	No.	Description
→ G/L Account	US TARGET BM			*
			Look up value	

Subtotal Excl. Tax (USD) ..... 0.00

Click on the lookup button in the cell IC No.

..... 8/11/2020 Vendor C

Manage More options

InterCompany	IC No.	No.	Description
CRONUS TARGET ...			*

ount

l. Tax (USD) ..... 0.00 Total Exc

Select the Target company G/L Account

any	IC No.	CRONUS TARGET BM	50100	Cost of Materials
TARGET ...		CRONUS TARGET BM	50200	Cost of Labor
		CRONUS TARGET BM	50300	Job Costs
		CRONUS TARGET BM	50399	Job Costs Applied
		CRONUS TARGET BM	50990	TOTAL COST OF GOODS SOLD
		CRONUS TARGET BM	60001	EXPENSES
		CRONUS TARGET BM	60100	Rent Expense
		CRONUS TARGET BM	60200	Advertising Expense
		CRONUS TARGET BM	60300	Interest Expense
		CRONUS TARGET BM	60400	Bank Charges and Fees
		CRONUS TARGET BM	60500	Processing Fees
		CRONUS TARGET BM	60600	Bad Debt Expense
		CRONUS TARGET BM	60700	Salaries Expense



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	September 26, 2025
RUX Intercompany Help	117/127

Click on the button **OK**

Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase
Income Sta...	Expense	Posting	Purchase

OK

Cancel

Vendor No. 0  
Quotes  
2  
Invoices  
0  
Pstd. Return Shipments

Click on the cell **Quantity**

Vendor Cr. Memo No. TEST CR401				
Description	Location Code	Quantity	Unit of Measure Code	Direct Unit Cost Excl. Tax
Advertising Expense		*		*
Please fill out this field.				
0.00		Total Excl. Tax (USD)		

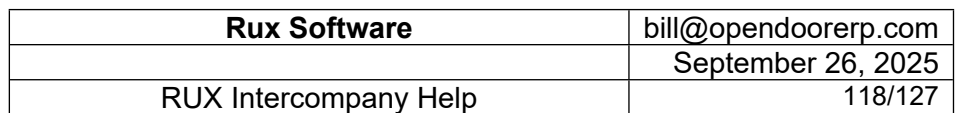
Enter **the quantity**.

Vendor Cr. Memo No. TEST CR401				
Description	Location Code	Quantity	Unit of Measure Code	Direct Unit Cost Excl. Tax
Advertising Expense		* </td <td></td> <td>*</td>		*
Please fill out this field.				
0.00		Total Excl. Tax (USD)		

Click on the cell **Direct Unit Cost Excl. Tax**

Memo No. TEST CR401					
Location Code	Quantity	Unit of Measure Code	Direct Unit Cost Excl. Tax	Tax Area Code	Ta Cr
*	1		*	ATLANTA, GA	*
x (USD)			0.00		

Bal  
Out  
Am  
Out  
Tot  
Ove  
Invo  
Pay  
Ref  
Last  
Bu




memo No. .... TEST CR401

Location Code      Quantity      Unit of Measure Code      Direct Unit Cost Excl. Tax      Tax Area Code      Tax Ct

	1		* 1	ATLANTA, GA	*

x (USD) ..... 0.00

11/2020		Vendor Cr. Memo No. ....			
Unit of Measure Code	Direct Unit Cost Excl. Tax	Tax Area Code	Tax Group Code	Line Discount %	Line Amount Excl. Tax
	100.00	ATLANTA, GA	*		100.00
				Look up value	
					100.00
Total Excl. Tax (USD) .....					

[illegible]

Vendor Cr. Memo No. ....		TEST CR401	
Qty. Assigned	Department Code	Customergro... Code	IC Shortcut Dim 1 Code
Total Excl. Tax (USD) .....		100.00	



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	September 26, 2025
RUX Intercompany Help	119/127

Click on the lookup button in the cell **IC Shortcut Dim 1 Code**

Cr. Memo No. .... TEST CR401

Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC : Dir
		...			

cl. Tax (USD) ..... 100.00

Select the Dimension Value

Change to... | Turn off reminder

Name

- Administration
- Production
- Sales

OK Cancel

Click on the button **OK**

Name

- Administration
- Production
- Sales

OK Cancel

Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shr Dim 4
		...		

Click on the cell **IC Shortcut Dim 2 Code**

Cr. Memo No. .... TEST CR401

Department Code	Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC : Dir
		PROD	...		

x (USD) ..... 100.00



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	September 26, 2025
RUX Intercompany Help	120/127

Click on the lookup button in the cell **IC Shortcut Dim 2 Code**

TEST CR401

Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shortcut Dim 4
	PROD	...		

100.00

Buy-from V

Balance (\$)  
Outstanding Or  
Amt. Rcd. Not In  
Outstanding Inv  
Total (\$)  
Overdue Amount  
Invoiced Prepay  
Payments (\$)  
Refunds (\$)  
Last Payment D

Select the Dimension Value

Change to... | Turn off reminder

Name

Large Business

Medium Business

Small Business

OK Cancel

Details

Vendor S

Vendor No.  
Balance (\$)  
Outstandin  
Amt. Rcd. N  
Outstandin

Click on the button **OK**

Name

Large Business

Medium Business

Small Business

OK Cancel

Details

Vendor Statis

Vendor No.  
Balance (\$)  
Outstanding Orde  
Amt. Rcd. Not Inv  
Outstanding Invo  
Total (\$)  
Overdue Amount  
Invoiced Prepay

Customergro... Code	IC Shortcut Dim 1 Code	IC Shortcut Dim 2 Code	IC Shortcut Dim 3 Code	IC Shr Dim 4
	PROD	...		

Click on the navigation menu item popup **Posting**

SE CREDIT MEMO

Graphic Design Institute

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Request Approval Credit Memo Release Posting Navigate More options

Name Graphic Design Institute

Bryce Jasso





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	September 26, 2025
RUX Intercompany Help	121/127

Click on the navigation menu item **Post**

PURCHASE CREDIT MEMO

1001 · Graphic Design Institute

× Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off rem

Process Request Approval Credit Memo Release Posting Navigate

Post Post and Print Preview Posting Post and New...

Vendor Name ..... Graphic Design Institute

Contact ..... Bryce Jasso

Due Date ..... 8/11/2020

Click on the button **Yes**

Do you want to post the credit memo?

Yes No

00.00 Total Excl. Tax (USD) .....

0.00 Total Tax (USD) .....

Click on the back button

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PURCHASE CREDIT MEMOS

× Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off rem

Search + New Manage Credit Memo Release Posting Nav

No. ↑ Buy-from Vendor No. Buy-from Vendor Name

## 3.4. Unposted Intercompany Transactions

### 3.4.1. Overview

If the Intercompany User does not have the Auto Post IC Journal field checked off in the Source company User Setup, then the Intercompany transaction will not post automatically in the Target company when the entry is posted in the Source company. Therefore, it must be posted manually from the INTERCOMP journal batch in the Target company. The following procedure will demonstrate how this is done

Click on the link **Search**

Sandbox

Tell me what you want to do. Quickly access actions, pages, reports, documentation, and apps and consulting services.

> New > Setup

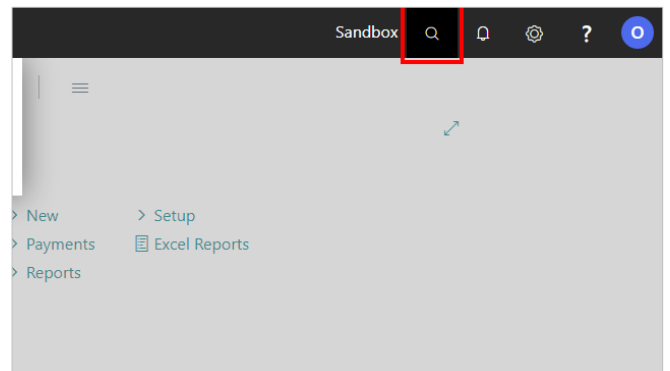
> Payments > Excel Reports

> Reports

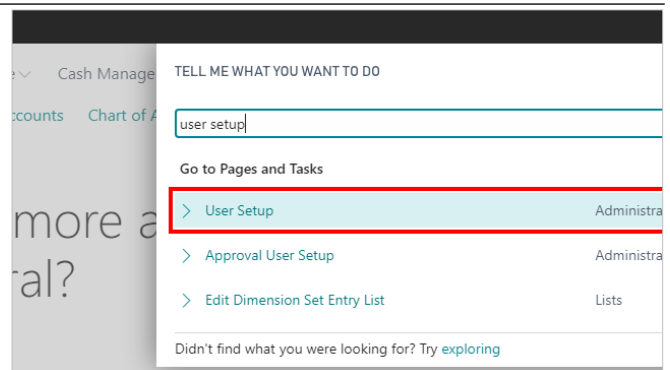


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	September 26, 2025
RUX Intercompany Help	122/127

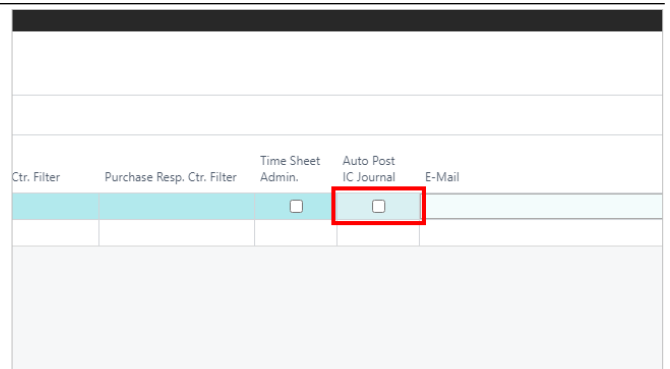
Enter **User Setup**.



Click on **User Setup Administration** ☐

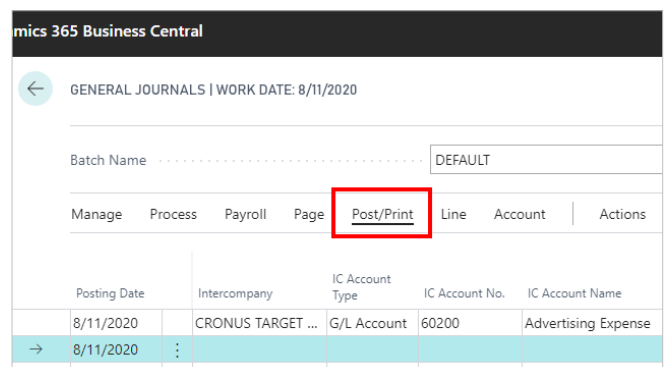


Review setup for Intercompany User



### 3.4.2. Posting Intercompany Journal in Source Company

Click on Post/Print from the Intercompany Journal in the Source company





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	September 26, 2025
RUX Intercompany Help	123/127

Click on the navigation menu item **Post**

←

GENERAL JOURNALS | WORK DATE: 8/11/2020

Batch Name: DEFAULT

Manage | Process | Payroll | Page | **Post/Print** | Line | Account | A

Post

Post and Print

Preview Posting

Finalize the document or journal by posting the amounts and quantities to the related acc

Posting Date	Intercompany	Type	IC Account No.	IC Account Nam
8/11/2020	CRONUS TARGET ...	G/L Account	60200	Advertising Ex
→ 8/11/2020	:			

Click on the button **Yes**

Do you want to post the journal lines?

Yes

No

Click on the button **OK**

Notice that there was not a dialog box to indicate that the entry posted in the Target company

The journal lines were successfully posted.

OK

Click on the back button

Dynamics 365 Business Central

←

GENERAL JOURNALS | WORK DATE: 8/11/2020

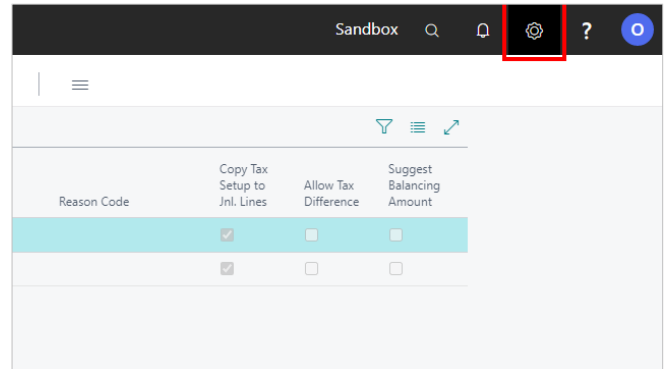
Batch Name: DEFAULT

Manage | Process | Payroll | Page | **Post/Print** | Line | Account | A

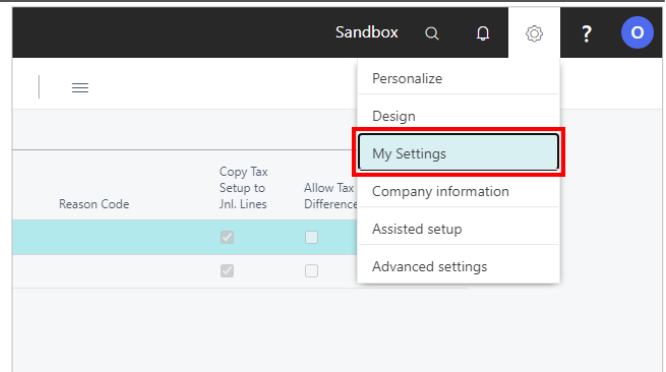
Posting Date	Intercompany	IC Account Type	IC Account No.	IC Account Nam
→ 8/11/2020	:			

### 3.4.3. Posting Intercompany Journal in Target Company

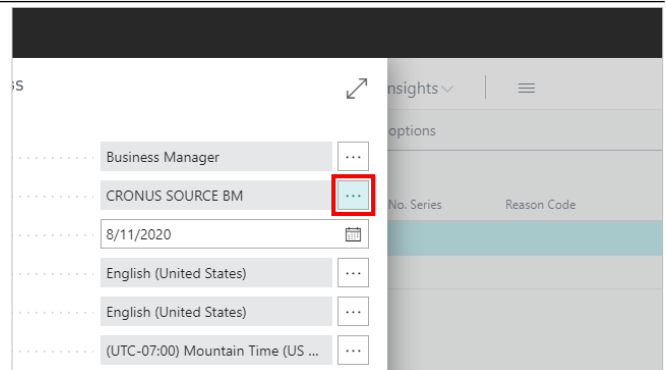
Click on the link **Settings**



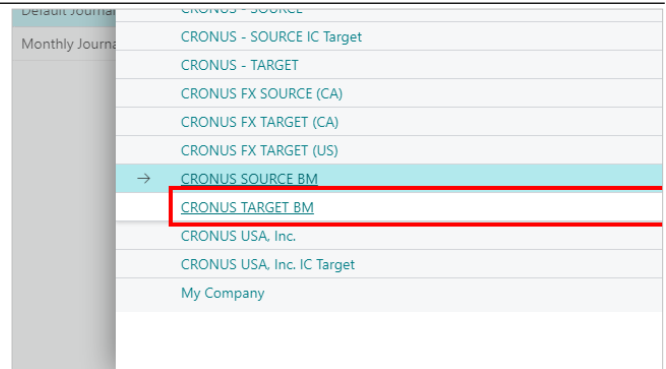
Click on the menu item **My Settings**



Click on the link **Open assist edit**



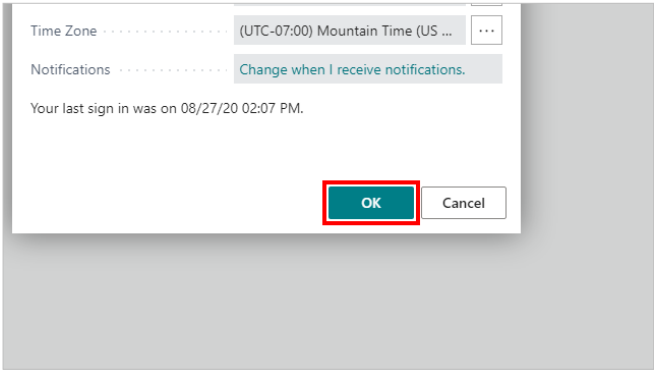
Select the Target company



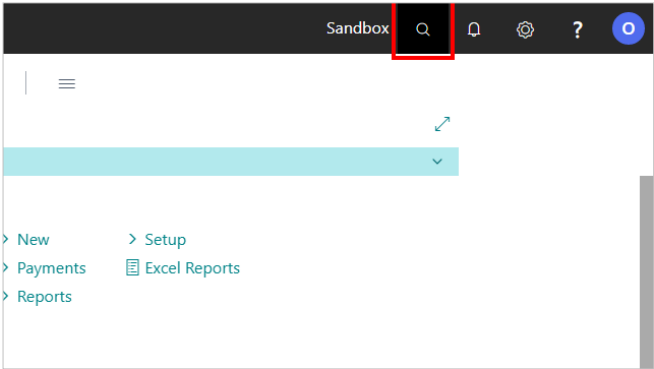


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	September 26, 2025
RUX Intercompany Help	125/127

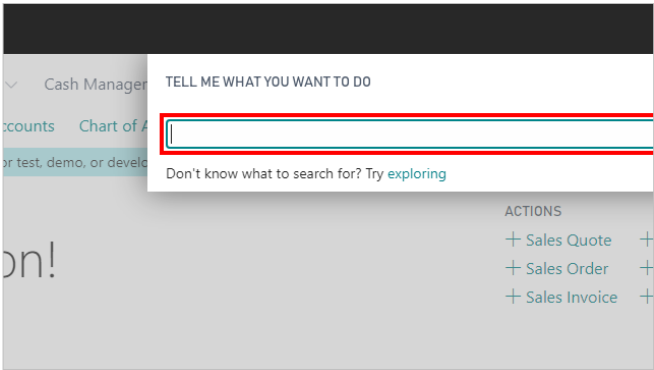
Click on the button **OK**



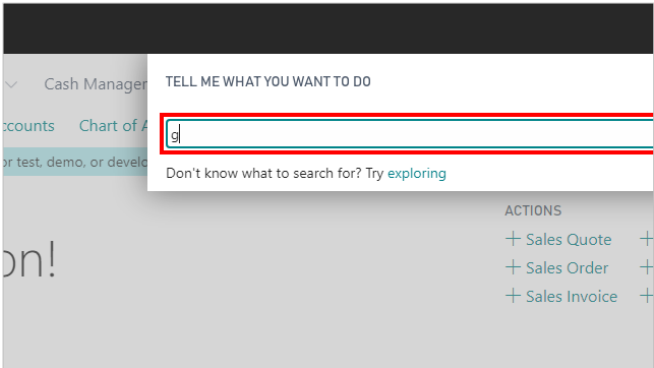
Click on the link **Search**



Click on the field **Type to start search:**



Enter **General Journal**.





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	September 26, 2025
RUX Intercompany Help	126/127

Click on **General Journals Tasks** ☐

Click on the lookup button **Batch Name**

Click on the link in cell **Name** with the value **INTERCOMP**  
Notice that the Target company portion of the Intercompany journal is in this batch. There could be other entries as well from previous Intercompany transactions that were not posted.

Click on the navigation menu item popup **Post/Print**



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	September 26, 2025
RUX Intercompany Help	127/127

Click on the navigation menu item **Post**

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Batch Name ..... INTERCOMP

Manage Process Payroll Page **Post/Print** Line Account A

**Post** Post and Print Preview Posting

Posting Date	Account Type	Account No.	Account Name
→ 8/11/2020	G/L Account	60200	Advertising Expense

Click on the button **Yes**

Do you want to post the journal lines?

**Yes** No

Click on the button **OK**

The Intercompany transaction has now been posted

The journal lines were successfully posted.

**OK**

Click on the back button

Dynamics 365 Business Central

**←** GENERAL JOURNALS

Reminder: your work date is 8/11/2020 Use today | Change to... | Turn off reminder

Batch Name ..... INTERCOMP

Manage Process Payroll Page **Post/Print** Line Account A

Posting Date	Account Type	Account No.	Account Name
→ 8/11/2020	G/L Account		