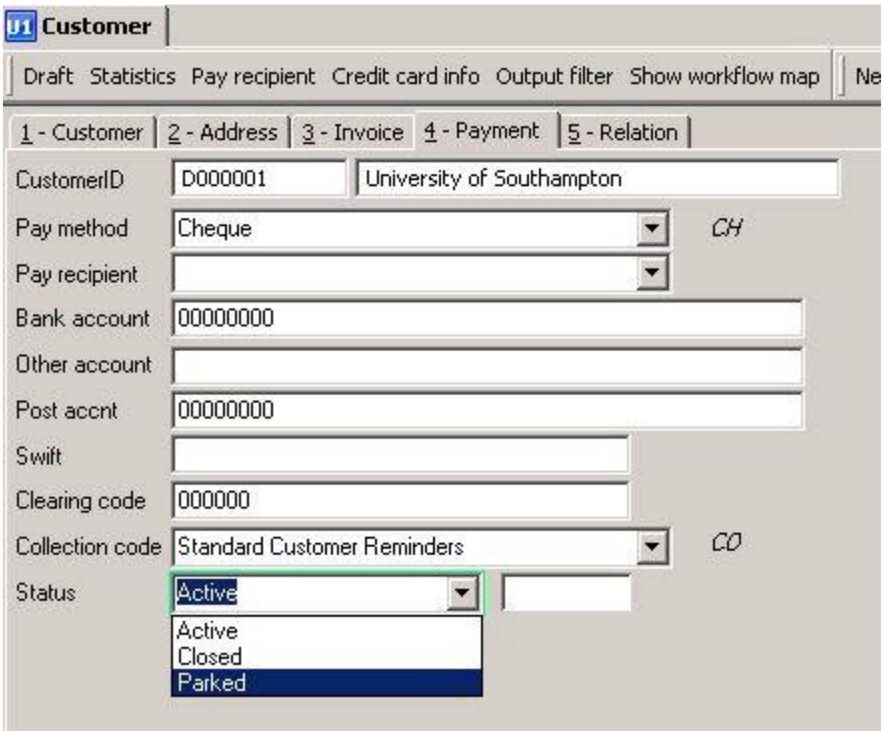
FING-102 How to put a customer (debtor) account on hold

Put on hold a debtor to stop departments using the debtor to issue further invoices.

You can put a customer on hold by changing its status to either Parked or Closed from the Payment tab of the Customer Masterfile. (The preferred option is to use **Parked**)



Closing will stop any any further transactions against the customer including sales orders and payments. The field to t he right will be populated with today's date by default.

If an Agresso user attempts to raise a sales order for this customer, they will receive an '***illegal id'*** message.

Parking will also stop the customer from being used but gives the more friendly message of "***Customer is parked***".