

Manage payments - List of payments received

[Summary](#)
[Benefits](#)
[Configuration](#)

Summary

From this section you can see the complete list of payments received within a chosen period of time.

Benefits

You can improve your account management and have complete control of the payments received by making sure all payments are processed correctly.

Configuration

Access this section from the 'accounting' tab by clicking 'manage payments' and then 'list of payments received'.

You can search the payments received by using the filter. Search by accommodation, date, reservation number, customer, payment method or amount.

In this section

Related content

Content by label

There is no content with the specified labels

Payments received: Home

FILTERS **EXPORT**

SELECT	DATE	DETAILS	PAYER	METHOD OF PAYMENT	AMOUNT	EXPORT DATA	ACTIONS
<input type="checkbox"/>	04/03/2022	Booking 04526529	Inês Pereira Dias	No payment method	€10.00	-	i e p
<input type="checkbox"/>	04/03/2022	Booking 04526529	Inês Pereira Dias	Cash	€100.00	-	i e p
<input type="checkbox"/>	29/04/2022	Booking 04526529	Inês Pereira Dias	No payment method	€2.00	-	i e p
<input type="checkbox"/>	29/04/2022	Booking 02277300	Inês Pereira Dias	Bank transfer	€20.00	-	i e p
<input type="checkbox"/>	29/04/2022	Booking 04526529	Inês Pereira Dias	Bank transfer	€2.00	-	i e p
<input type="checkbox"/>	29/04/2022	Booking 02263770	Laura Pasquell	No payment method	€2.00	-	i e p
<input type="checkbox"/>	29/04/2022	Booking 04526529	Inês Pereira Dias	No payment method	€758.00	-	i e p
<input type="checkbox"/>	06/05/2022	Booking 04526529	Inês Pereira Dias	Cash	€100.00	-	i e p
<input type="checkbox"/>	06/05/2022	Booking 04526529	Inês Pereira Dias	No payment method	€30.00	-	i e p
<input type="checkbox"/>	06/05/2022	Booking 04526529	Inês Pereira Dias	No payment method	€30.00	-	i e p
<input type="checkbox"/>	06/05/2022	Booking 04526529	Inês Pereira Dias	Cash	€100.00	-	i e p

Page 1 of 1 (11 of 11)

Payments received: Home

FILTERS **EXPORT**

Filter **CLEAR** **SEARCH**

Accommodation

Date: 25/02/2022 - 25/05/2022

Reservation number

Method of payment

Amount

Building/urbanization

Payer

You can export the list of payments received to an Excel or CSV file.