

Unapplied Credit / Debit-Note Recovery

Finance & Accounting

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Surfaces open vendor credits, advances and debit notes that were never applied against payments, so they can be recovered or adjusted, with age and total recoverable. Use it to reclaim credits sitting idle in your books. For balances held by third parties, use the Vendor / Customer Credit Recovery tool.

Purpose of this tool & output

Find open vendor credits and debit notes never set off against payments

How the output is used

Use it to find open vendor credits and debit notes never set off against payments, so you actually use them.

Who should vet it

Your accountant, to confirm the open credits are valid before you apply or claim them.

Important cautions

Confirm the credit is still valid and unadjusted before claiming.

Companion documents

- AP / Profit-Recovery Audit
- Duplicate Payment Detector
- Vendor Statement Reconciliation
- Missed Early-Payment Discount Finder
- Rebate & Volume-Discount Recovery
- Overbilling & Pricing-Error Audit

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.