



## Adjustment Reasons - BAR2700



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# Adjustment Reasons - BAR2700

## **Accounts Receivable > Tables > Adjustment Reasons**

This page is used to create and maintain a list of adjustment reason codes to be used for credit memos throughout Accounts Receivable.

### **Add an adjustment reason code:**

A list of existing adjustment reason codes is displayed in the grid.

Click **+Add** to add a row to the grid.

Field	Description
<b>Reason Code</b>	Type a unique adjustment reason code. The field must be two characters.
<b>Description</b>	Type the adjustment reason description. The field can be a maximum of 30 characters.

Click **Save**.

### **Other functions and features:**

<b>Retrieve</b>	<a href="#">Retrieve data.</a>
<b>Print</b>	<a href="#">Print the report.</a>
	<a href="#">Delete a row.</a>