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•	Disbursement	Disbursement	Expense - Personal, Expense -	Credit card, Purchase invoice: Sale disbursement	- Project
•	Asset Disposal Debtor	Asset Disposal Debtor		Asset Dispose (Deb	btor)
•	Asset Impairment	Asset Impairment		Asset Impair	
•	FX Realised: Sale	FX Realised: Sale	Sale invoice: Standard, Sale inv	oice: Timesheet, Sale: Credit n FX Realised	
•	Depreciation	Depreciation		Asset Depreciate	
•	FX Realised: Purchase	FX Realised: Purchase	Purchase invoice: Direct, Purch	ase invoice: Self billing, Purcha FX Realised	
•	Interco: Tax	Interco: Tax	VAT Return	Manual journal inte	erco tax
٠	Multi-Co Purchase	Multi-Co Purchase	Purchase invoice: Direct	Manual journal - M	Aulti-Co Pu
•	Interco: Journal	Interco: Journal	Interco journal, Interco journal	(eliminates) Interco journal (elim	minates)
•	Manual Capitalisation	Manual Capitalisation		Asset Capitalise	
•	Contact Number Reset	Contact Number Reset			
	Interco: Sale -> Purchase Invoice	Interco: Sale -> Purchase Invoice	Intercompany Sale	Intercompany Purc	chase

Select Automation Type as Multi-Co Journal.

Automations	Create new automation Open			
✓ Create ^O × 0	liscard			
Automation type: 7	Multi-Co Journal	•		
Description: 7	Multi-Co Journal			
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Select the From and To Doc types and the default as the Multi-co Journal that you have just enabled.



	-Co Journal			
Automation type: Mult	-Co Journal			
Description: Mult	-Co Journal			
From doc type: 1 M	ulti-Co Journal	C To doc ty	pes: 1 Multi-Co Journal	2
Trigger: ¹ Auto	matic upon posting	Default:	Multi-Co Journal	6.
Aggregate 1				
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III Functions III Mapping	s			
 Mapping type 	1 Mapping / Function		2	

It is suggested that you keep the trigger set to Automatic upon posting which will ensure the Multi-Co linked Journals are created as soon as you enter the source Multi-Co Journal, but this can be changed if an alternative method is preferred.

Click on the create button to add the automation

④ Automations	(Create new automation	• Open					
\checkmark Create \times D	liscard						
Automation type: 7	Multi-Co Journal	•					
Description: 7	Multi-Co Journal						
From doc type: $^{\rm 7}$	1 Multi-Co Journal	2	To doc types: 7	1 Multi-Co Journal	2		
Trigger: ² Automatic upon posting			Default: 7		•		
Aggregate 1							
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■ Functions ■ N	Mappings						
 Mapping type 	▲ 1 Mapping / Function		A 2				
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Click on the refresh button to check that the automation has been created.



ew Search Q	V 6		
Description	Automation type	From doc type	To doc type (default)
		8	
Multi-Co Journal	Multi-Co Journal	Multi-Co Journal	Multi-Co Journal
Auto Capitalisation	Auto Capitalisation	Purchase invoice: Direct	Asset Capitalise
Billing Schedule	Billing Schedule	Billing Schedule	Sale invoice: Standard
Accrual: Purchase Order	Accrual: Purchase Order	Purchase Order (Quantity), Purchase Order (Amount), Purcha	Accrual (PO)
Prepayment	Prepayment	Purchase invoice: Direct, Purchase Payment Invoice (PPI), Purc	Prepayment
Disbursement	Disbursement	Expense - Personal, Expense - Credit card, Purchase invoice:	Sale disbursement - Project
Asset Disposal Debtor	Asset Disposal Debtor	* · · · · · · · · · · · · · · · · · · ·	Asset Dispose (Debtor)
Asset Impairment	Asset Impairment	and the second se	Asset Impair
FX Realised: Sale	FX Realised: Sale	Sale invoice: Standard, Sale invoice: Timesheet, Sale: Credit n	FX Realised
Depreciation	Depreciation	and the second se	Asset Depreciate
FX Realised: Purchase	FX Realised: Purchase	Purchase invoice: Direct, Purchase invoice: Self billing, Purcha	FX Realised
Interco: Tax	Interco: Tax	VAT Return	Manual journal interco tax
Multi-Co Purchase	Multi-Co Purchase	Purchase invoice: Direct	Manual journal - Multi-Co Pure
Interco: Journal	Interco: Journal	Interco journal, Interco journal (eliminates)	Interco journal (eliminates)
Manual Capitalisation	Manual Capitalisation		Asset Capitalise
Contact Number Reset	Contact Number Reset		
Interor Sale -> Purchase Invoice	Interco: Sale -> Purchase Invoice	Intercompany Sale	Intercompany Purchase

Process

Go into Manual Journals and select the new button (Or you can select new from template if you have previously created document templates for this).

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O New	Search	Q 7	● 🛃 All		
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Select the Multi-Co Journal document type.



Descriptio	n	Code	Class		
				Ø	
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Manual jo	urnal: Auto-reversing	MJAUTORE	Manual Journal		
Interco jo	umal	INTERCOJ	Manual Journal		
Interco jo	urnal (eliminates)	INTERCOJE	Manual Journal		
Multi-Co J	lournal	MJMC	Manual Journal		
Year-end		YERO	Manual Journal		

Complete the journal ensuring that the Legal Entity is entered as the Primary Legal Entity. The InterCo attribute on each line of the journal should be completed with the Legal Entity that you want to recharge. Note that this can be left blank for any amounts going to the Primary Legal Entity where a recharge is not required.



Manual journals	Create new man	al journal O Draft						4					
One is ext	v futeral 🖂 Decar												
V TRANSACTION				104									
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Submit the journal and click on the links button at the top of the journal. This will show the recharge multi-co journals that have been created from this journal.

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Click on the journals to review the postings that have been made. The double entry shown will be between the lines that have been posted with an interco attribute and the intercompany default chart of account code set in step 2 above.



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A journal will be shown for each Legal Entity that is being re-charged along with a journal to the primary legal entity to take the amounts for the other Legal Entities out of this legal entity.

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