Event: Invoice Post

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Event type ID: 23

Overview

For customers who's Invoice Delivery Method is *Post* or *Email and Post*, an email containing the invoice will be sent to a custom email address defined in the event template.

This is intended to be a mailbox belonging to the service provider who can then print our the invoices and distribute to the customer.

This enables service providers to send printed invoices to customers. This event can notify a nominated recipient that invoices are ready to be sent, as well as send all the invoices as attachments to be printed and posted.

Alternatively invoices that are flagged for postal delivery can be sent to an internal or external location for collection. In this case, the event will gather up all the invoices and drop them at the collection point. If this mechanism is used, no notification email is sent.

Read more about postal integration for invoice delivery to mail houses

Licensing

This event is:

- [x] a standard event for Wholesale and Retail service providers
- [ ] included with a module or feature
- [ ] a standalone event available upon request (please contact your Account Manager)

Trigger

The event is triggered by the identical conditions as the Invoice Delivery event.

Action Types

The event supports the following actions.

- [x] Message
- [x] SMS
- [ ] Log
- [ ] On Screen

Template Variables

- Account ID
- Contact First Name
- Contact Surname
- Invoice ID
- Original Invoice ID
- Invoice Due Date
- Amount Due (inc tax)
- Invoice Amount (ex tax)
- Invoice Amount (inc tax)
- Cumulus username (this will output the end user portal username)
- Export Reference
- PPD Total (prompt payment discount amount inc tax)
- PPD Ex (prompt payment discount amount ex of tax)
- PPD Expiry (the prompt payment discount expiry. Equal to the invoice due date)

Legacy Variables

The table below shows the template variables that have both legacy and updated variable tags. The legacy variables remain useable, but amounts will not display two decimal places if the decimal's value ends in a zero or double zero. For example, $2.00 would appear as $2.0 and $5.40 would appear as $5.4. If using the new variable, amounts will display two decimal places for those values ending in zero or double zero.

Variable Name	Legacy Variable	New Variable
Invoice Amount (Excl:GST)	`{$invoice->amountExGst()}`	`%%invoiceAmountExTax%%`
Invoice Amount (Incl:GST)	`{$invoice->amount()}`	`%%invoiceAmountIncTax%%`

Invoice Due Date	`{$invoice->invoiceDue}`	`%%invoiceDueDate%%`
Invoice Id	`{$invoice->id}`	`%%invoiceId%%`

Prompt Payment Discount (PPD) Variables

The event will only display the PPD figures for the balance on the *current* invoice - it will not include PPDs the customer may be eligible for on past invoices, where

- the balance is carried forward; and
- the customer is still eligible for PPD on the balance carried forward.

If using PPD, Emersion recommends wording the event template carefully to avoid any confusion by customers.

Thresholds

No thresholds apply to this event.

Related Articles

- Event: Invoice Delivery
- Event: Invoice Due
- Event: Invoice Post
- Event: Invoice Overdue
- Event: Payment Failed
- Account Status Import
- Event: Payment Plan Completed
- Event: Payment Plan Cancelled
- Event: Payment Plan Created
- Event: Payment Plan Transaction Failed
- Event: PayWay BPay and Phone Payment Import Unprocessed Payments
- Invoice Synchronisation for Netsuite
- Invoice Disputes
- Bulk Invoice Approval
- Event: Invoice Payment Complete Penalty

Related Events

- Invoice Delivery
- Invoice Due
- Invoice Overdue