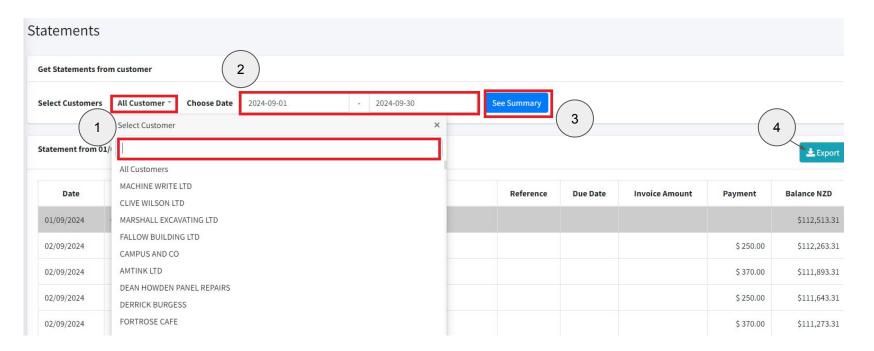


User Guide: Statements

Explanation: Statements summarize a customer's account activities within a selected time frame, including payments, outstanding balances, and credits.



How to Generate a Statement:



- 1. Select the customer from the "All Customers" dropdown menu.
- 2. Choose the start and end date for the statement period.
- 3. Click "See Summary" to generate the statement.
- 4. To export the statement as a file, click the "Export" button.