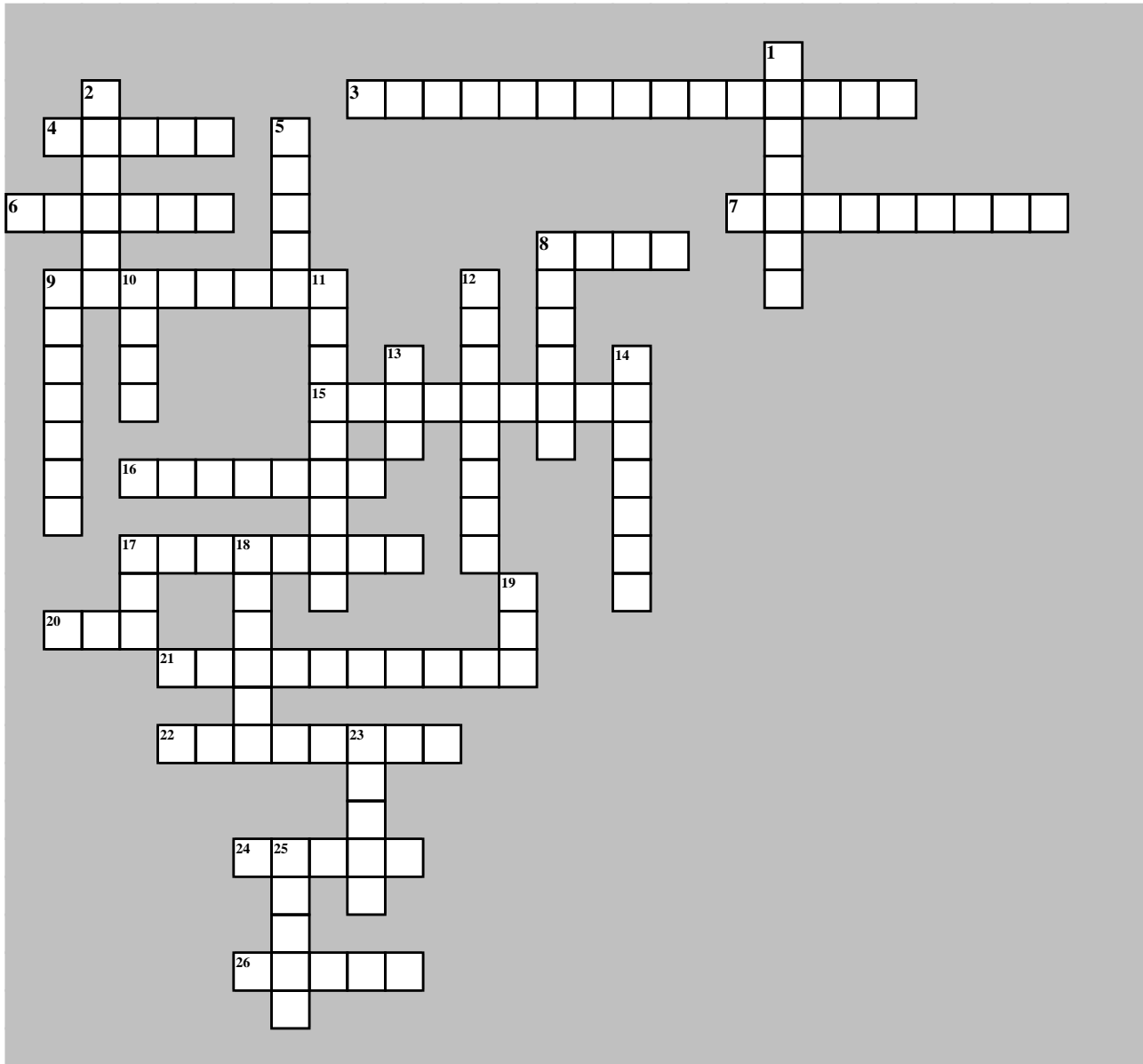


Name: _____ Grade: _____ Date: _____

TYPE the answers and SUBMIT for assessment via email. Please use CAPITALS



Clues Across

- 3 Invoice numbers run _____ in an invoice book
- 4 A sales quote allows a buyer to see the _____ involved.
- 6 The paper used to generate duplicates in an invoice book
- 7 Prices, VAT and _____ are calculated when generating an invoice
- 8 "Send proof of payment" is an example of a _____ invoice
- 9 Payment is _____ with a credit invoice
- 15 Creditor

- 16 Once a quote is accepted an _____ is generated.
- 17 Buy goods on credit, the seller is your _____
- 20 Payments made for invoices are posted to the _____.
- 21 " Full _____ is required before delivery" is an example of a cash invoice
- 22 Details of both _____ can be found on a invoice
- 24 Debtor
- 26 Payment over a period of time

Test - Cash and Credit Invoices

NB! Name: _____ Grade: _____ Date: _____

Clues Down

- 1 These details don't usually appear on a quotation.
- 2 The document that proves a cash payment or receipt.
- 5 A sales _____ can be used as a negotiation tool.
- 8 Goods/ services delivered BEFORE payment.
- 9 This may be a financial requirement BEFORE a supplier starts the job.
- 10 There is no backup for computer generated invoices so we print and _____.
- 11 The original invoice is issued to the client, your source document is the_____.
- 12 "Cash on _____" is a cash invoice.
- 13 This number is found on the Invoice if registered with SARS.
- 14 Quickbooks, Sage and Freshbooks are Accounting _____.
- 17 Payments received for invoices are posted to the _____.
- 18 Sell goods on Credit, the buyer is your _____.
- 19 Cash, C.O.D and _____ are ways of paying cash for an invoice.
- 23 One of the computer programmes used to generate an invoice.
- 25 A quote can be used to follow up on potential _____.

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Click the submit button and email to your educator