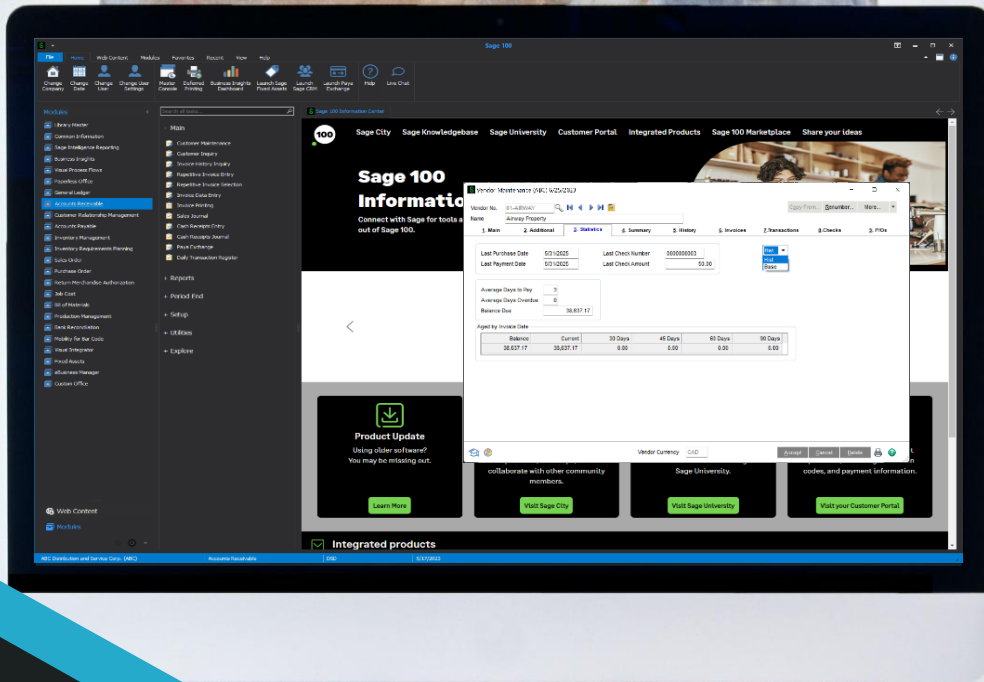


Sage



DSD BUSINESS SYSTEMS

SAGE 100 ENHANCEMENTS

APMC

ACCOUNTS PAYABLE MULTI-CURRENCY

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Accounts Payable Multi-Currency

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Section A: Introduction

This manual contains a description and instructions for this DSD product. Operating instructions are included for the features added by this product to Sage 100. For instructions on using Sage 100, refer to the appropriate Sage 100 manual, or call your Sage 100 reseller. DSD Business Systems offers excellent Sage 100 support, at an hourly rate.

Accounts Payable Multi-Currency Features

- **Bank Accounts in Foreign Currencies:** You can define the Currency for each Bank Account. (if Bank Reconciliation is in use, and you need to see Transactions in the Bank Currency, the **Bank Reconciliation Multi-Currency** is required).
- **Gain/Loss Account:** You can define a Gain or Loss G/L Account by Division to use when updating transactions of payments to Invoices when the payment rate is different.
- **Round-off Account:** You can define a Round-off Account by Division to use when posting round-off amounts generated during currency conversion.
- **Default Entry Currency by Vendor:** You can define a default Entry Currency by Vendor to be used when entering transactions for that vendor.
- **Historical Currency by Vendor:** You can define the “Historical” Currency for each Vendor. The Vendor's history such as Period to Date Purchases, etc., will by default be displayed in this currency (a toggle to Base Currency is provided).
- **Currency Toggle:** You can toggle between Historical, Base and Entry Currency amounts in the Invoices, Transactions, Checks, and Purchase Order tabs.
- **Invoice Entry in Any Currency:** You can enter Vendor Invoices in the Vendor's Default Entry Currency, or you may change the Entry Currency to any other established Currency (a choice determined on a per Vendor selection).
- **Invoice Entry using Any Exchange Rate:** You can see the Exchange Rate for the Entry Currency found in Currency Code Maintenance for the Invoice Date, or you may override the Exchange Rate (a choice determined on a per Vendor selection).
- **Invoice History Inquiry displays Entry and Base Currency Amounts:** The Invoice History Inquiry screen displays Base Currency amounts as well as the Invoice Currency amounts, Currency Code and Exchange Rate.
- **Repetitive Invoices in Any Currency:** You can establish Vendor Repetitive Invoices in the Vendor's Default Entry Currency or in any other established currency.
- **Registers in Base and Entry Currency:** For audit purposes, the Multi-Currency system prints Accounts Payable Registers in both the Entry Currency and the Base Currency using

the assigned Exchange Rates.

- **Pay Vendors in Any Currency:** You can pay Vendor invoices in any Currency from any Bank Account (a choice determined on a per Vendor selection).
- **Pay Vendors using Any Exchange Rate:** You can pay Vendor invoices using the Exchange Rate found in Currency Code Maintenance for the Payment Currency or you may override the Exchange Rate (a choice determined on a per Vendor selection).
- **Invoice Payment Selection by Currency:** You can select invoices to be paid by Invoice Currency.
- **Currency Symbol in Check Printing Amount:** Check printing uses the Currency Symbol specified for the Payment Currency and may be displayed to the right or to the left of the check amount.
- **Checks Posted to B/R in Bank Currency:** Transactions posted from the Check Registers to Bank Reconciliation are posted in the Bank Currency for reconciliation purposes (when the Multi-Currency Bank Reconciliation module is also installed).
- **Print Reports in Any Currency:** Print any report in Base, Vendor, Entry or Other Currency, using As Posted or Override Rates.
- **Postings to Job Cost in Base Currency:** Amounts posted to Job Cost from Invoices entered through Invoice Data Entry and Manual Check Entry are converted to Base Currency.
- **Unrealized Gain or Loss Report:** You can generate an Unrealized Gain or Loss Report of Open Vendor Invoices as of any date for any Entry Currency.

Reports

The following reports have been added or modified by Multi-Currency Accounts Payable:

- Aged Invoice Report
- Cash Requirements Report
- Check History Report
- Check Printing
- Check Register
- Division Listing
- Expense by GL Account Report
- Invoice History Report
- Invoice Payment Selection Register
- Invoice Register
- Manual Check Printing

- Manual Check Register
- Monthly Purchase Report
- Payment History Report
- Trial Balance Report
- Vendor Listing
- Vendor Mailing Labels
- Vendor Purchase Analysis
- Unrealized Gain/Loss Report (new)

Multi-Company Features (if installed)

The Accounts Payable Multi-Company (APMU) Enhancement for the Sage 100 Accounts Payable module features have been designed to allow a managing company's Accounts Payable Department to process A/P transactions for an unlimited number of "subsidiary" companies. All Multi-Currency features are available when APMU is also installed.

APMU modifies the AP Invoice Entry Detail to include the Company Code, and also in AP Check Entry Detail, AP Repetitive Invoice Detail, AP Invoice History Detail, and others. Note that any custom reports that were previously created must be modified or recreated to use the Company Code fields.

Invoices may be distributed to other companies in Sage 100. Each line item entry of an Invoice contains the Company Code field. This field defaults to the Current Company. It may be changed to any other company that has been setup for Inter-Company processing.

When an Inter-Company Invoice is updated, the Open Invoice is entered into the current Company, and a G/L credit to Accounts Payable and debit to the predefined Inter-Company Due To/From Account. Then also to the other company's G/L, a debit to the expense account, and a credit to the Inter-Company account. A pair of Inter-Company Allocation Accounts must be set up for each company in which Inter-Company processing is enabled.

During line entry for a line item Inter-Company distribution, the General Ledger Account Format and the <F2> List Mode feature reflects the Chart of Accounts and the number format for the other company.

Inter-Company Allocations are also available in Repetitive Invoice Line Entry.

Multi-Company Limitations

1. Multi-Company postings will **not** work for "Parent" Companies that have Time and Billing integrated.
2. Multi-Company postings in "Parent" Companies that have J/C integrated will only be allowed to non-Job Lines in the Invoice Data Entry.

3. Multi-company postings will work with parent companies that have “Subsidiaries” that have Time and Billing or Job Cost.
4. Inter-Company allocations are not allowed for Job Cost or Time and Billing entries.

Multi-Company Reports

Multi-Company changes these reports:

- **Inter-company Account Listing:** This report is available through the **Inter-company Account Maintenance Screen** and lists each of the companies that are setup for Inter-Company Allocations, and the two G/L allocation accounts for each.
- **Invoice Register Posting Recap:** This existing report has been modified to include G/L Inter-Company postings, and to sort and subtotal those transactions by Company Code, then Division.
- **A/P Invoice History Report:** This existing report has been modified to include the Company Code for each General Ledger distribution.
- **A/P Trial Balance Report:** The Company Code has been added to line detail, if **Print G/L Distribution** is selected.

The Manual Check Register and Repetitive Invoice reports are similarly modified.

Section B: Getting Started



Important – Read this section prior to installing this enhancement.

Updated Modules

This enhancement modifies several Sage 100 modules. If you reinstall one of the Sage 100 modules listed in the following table, you must also reinstall this enhancement. **Enhancements from different Sage Tech Partners may not be designed to work together.**

Module	APMC
Accounts Payable	✓
Accounts Receivable	✓
Common Information	✓
Business Insights	✓
General Ledger	✓
Purchase Order	✓

If you are upgrading Sage 100 with a Product Update, check the DSD website for compatibility before upgrading. A new version of the enhancement may be required.

If you are upgrading Sage 100 to a new version (e.g., 2021 to 2023), you must obtain the latest compatible release from the DSD website prior to installing and converting.

Ensure the compatibility of all enhancements with the version being upgraded to prior to starting the installation process. Work with your reseller to ensure that enhancements are compatible with each other and note the proper order in which they should be installed.

Installation

Back-up: Exit all Sage 100 sessions. Back-up existing Sage 100 data.

Check Levels: Sage 100 module levels must match those listed above.

Run Enhancement Setup Program: Save the executable installation program (sent to you or downloaded from our website) in a convenient location on the Sage 100 server. Launch the program from Windows Explorer or by selecting Start/Run, and then browse for the file in the location you saved it. Follow on-screen instructions.

Send your Sage Serial Number to your DSD Representative: Send your Sage Serial Number to your DSD representative in order for us to send you back the encrypted keys to unlock your system. This serial number can be found in Library Master\Setup\System Configuration, Tab 3. Registration as Serial Number.

Re-Start Sage 100: Sage 100 will be updated.

Update Security: After installation, you may not see the modules you installed on the Launcher menu. You will need to update all your security Roles to include access to the newly installed modules. Make sure your user has sufficient rights to modify Role Maintenance and add access to the new DSD enhancements to the appropriate Roles.



If this is your first DSD enhancement, make sure to add the DSD Enhancement Control Panel in the Library Master module to an appropriate Role.

Run the DSD Enhancement Control Panel: Run the DSD Enhancement Control Panel from the Library Master module under the Utilities menu.

DSD Enhancement Control Panel

Starting with version 3.61, all DSD Enhancement products include DSD's Enhancement Control Panel. The DSD Enhancement Control Panel is accessed from the Library Master Utilities menu.

The DSD Enhancement Control Panel is a simple to use yet powerful system to help maintain DSD Enhancements installed on a Sage 100 system. To use it, select an Enhancement product from the list on the window and then click the button, on the right side of the window, which corresponds with the desired task.

View Manual: This button will display the product manual for the selected Enhancement using Adobe Acrobat. For this to be possible, the PDF file for the corresponding manual must be in the “MAS90/PDF” folder in the Sage 100 system. If the file is not present, and the system has web access, the correct PDF file will be automatically downloaded from the DSD website, put into the “MAS90/PDF” folder and then displayed.

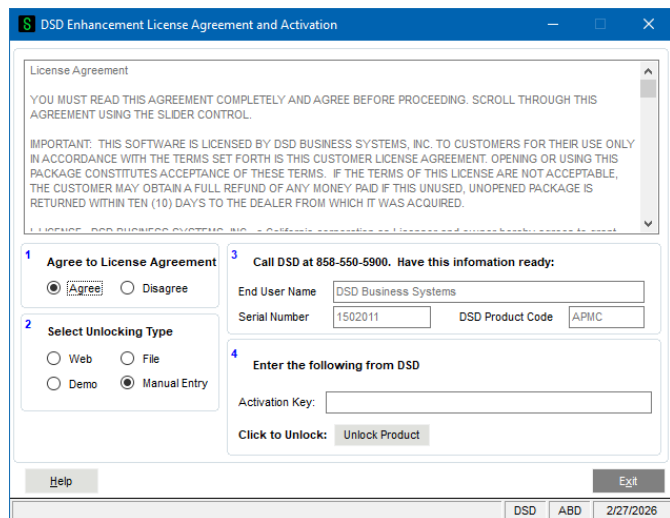
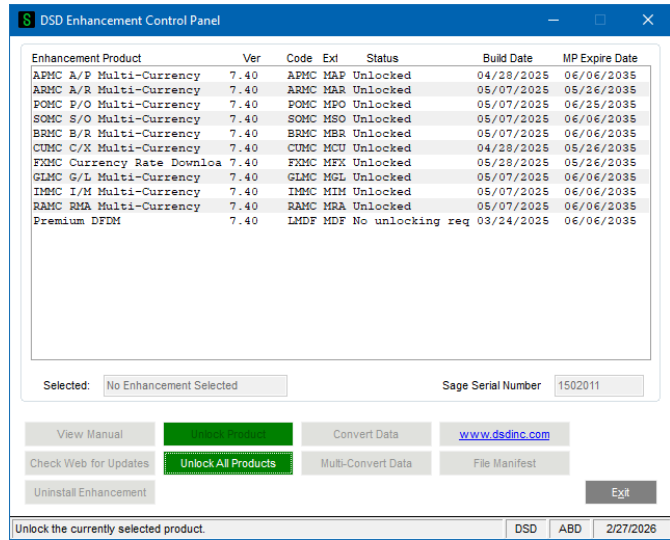
Check the Web for Updates: This button will check the DSD website to see what the current build is the selected Enhancement and alert the user if a later version is available. *This requires an internet connection on the Sage 100 system.*

Unlock Product: This will cause the DSD Enhancement License Agreement and Activation window to appear. DSD Enhancements must be unlocked to run. When any part of the Enhancement is run for the first time, the DSD Enhancement License Agreement and Activation window will appear. Follow the steps shown on that window. You can click the Help button for more detailed instructions. *This button is disabled if the selected Enhancement is already unlocked or if unlocking is not required.*

Agree to the License Agreement: On the DSD Enhancement License Agreement and Activation window, click on the Agree button to accept the DSD License Agreement. After accepting the License Agreement, you can then select the type of unlocking that you’d prefer. The choices are File, Web, Demo and Manual Entry.


File Unlock: After receiving your encrypted serial number key file from DSD, and placing that file in the MAS90/SOA directory, selecting this option will unlock all products keys contained in the file. This means you can unlock all enhancements at once using this option.

Web Unlock: If the system that is running the DSD Enhancement **has web access** and you **have sent DSD your Sage Serial number**, you can unlock the Enhancement without assistance using Web Unlock. When this option is selected, the licensing program will attempt to download encrypted



serial number key file from DSD **and then proceed to unlock all enhancements contained in the file.**

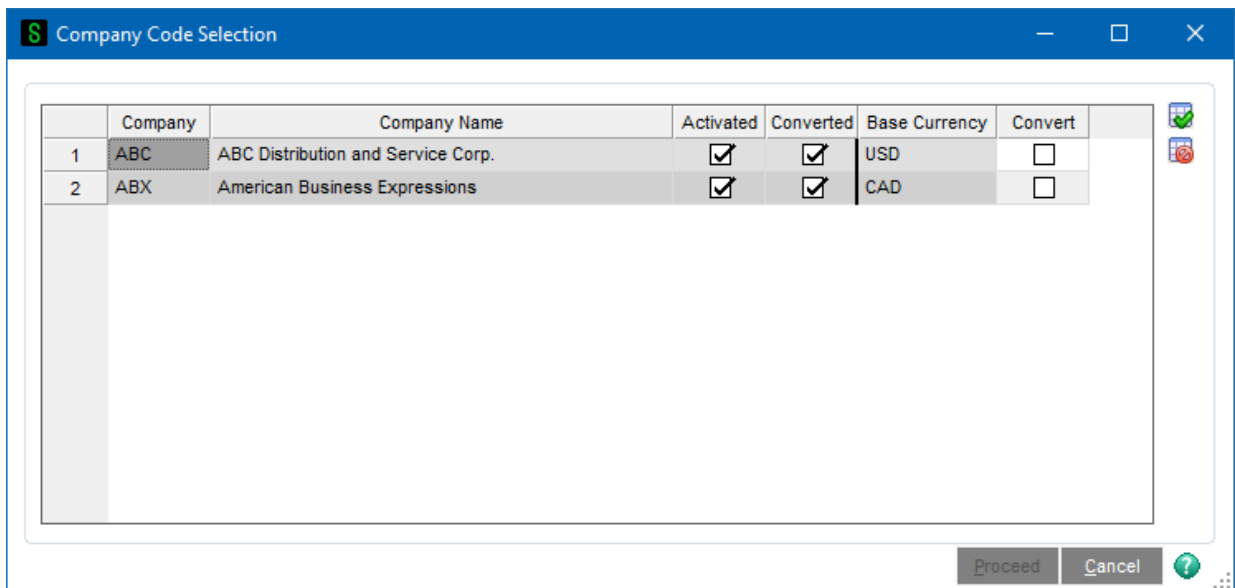
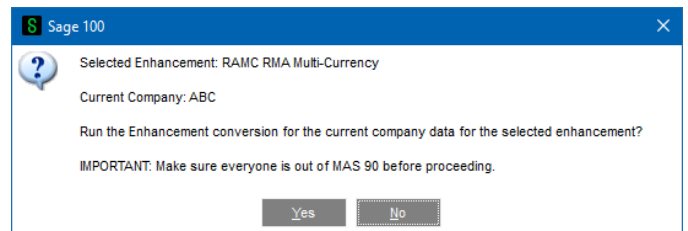
Demo Unlock: If a Demo mode is available for the Enhancement you’re running, you will be able to Demo unlock the product without assistance from DSD for demo purposes.

 Creating a Demo Unlock is a good way to temporarily unlock DSD Enhancements off-hours, if you do not have web or email access. Later, you can unlock the product fully, during business hours.

Manual Entry Unlock: If you want to unlock a single enhancement using a single encrypted key, you can select this option and enter the 64 character key you receive from DSD by copy and paste.

Unlock All Products: This will cause the DSD Enhancement All License Agreement and Activation window to appear. This window is similar to the one described on the previous page but has only web and file as options to unlock. *This button is never disabled.*

Convert Data: After verification, the selected Enhancement’s data conversion program will run. Data conversion is non-destructive and may be triggered any number of times. Sometimes this is required to fix data records imported or updated from a non-enhancement installation.



Multi-Convert Data: Multiple Companies can be converted at the same time for a given Enhancement.

Help: The Help button, located at the bottom right of the window, opens an HTML help file.

Get Adobe Acrobat: Opens the Adobe Acrobat website to the page where Acrobat can be downloaded and installed.

Uninstall Enhancement: If this option is available, then selecting this button will start the un-install process, removing the enhancement from the system. For more information see [Uninstall DSD Enhancements](#).

Section C: Setup

Multi-Currency Accounts Payable Setup

Data You Need

The best choice is to do all conversions in the [DSD Enhancement Control Panel](#), as in the previous page above.

Before beginning the Multi-Currency Startup process, you should have the following information assembled and available for use:

- List of Accounts Payable Divisions including their respective Gain/Loss and Round-off Accounts.
- List of Bank Accounts used including their respective Currency Codes.
- List of Vendors, including their Default Entry and Historical Currencies, and whether some Vendors will be limited to use only their Default Currency and/or be unable to override the Exchange Rate.

A **Currency Button** appears in all Multi-Currency related screens. Select this button to access the Multi-Currency information. Also, the Entry Currency is displayed at the bottom center of the screens.

Initial Set-up

After APMC data conversion, set-up APMC in the following order. See other parts of this section for details of each.

- Set-up Gain/Loss and Round-off Accounts in Division Maintenance.
- Setup Currency Codes in Bank Maintenance for foreign Bank Accounts.
- Setup Vendor's Currencies, if different than the Base Currency.

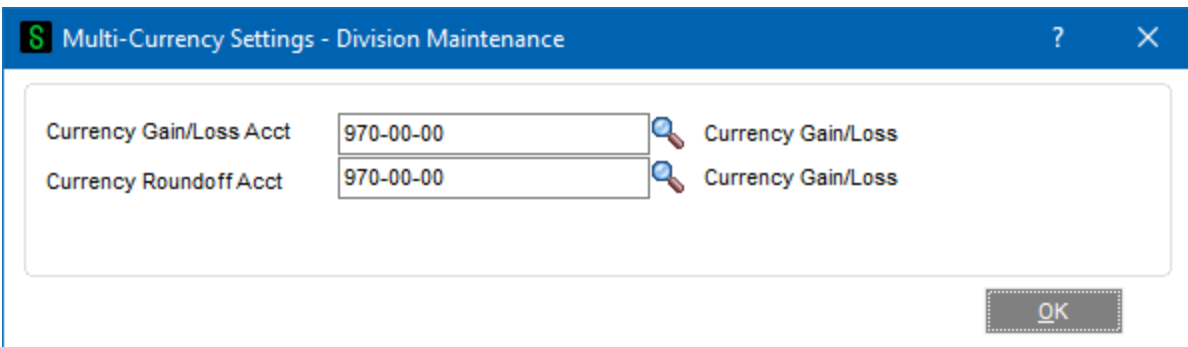
Conversion Notes

APMC will designate the following values for each transaction converted from an existing **Sage 100** System:

1. Entry Currency = Base Currency
2. Entry Rate = 1

Division Maintenance

The Accounts Payable Division Maintenance screen has a **Currency Button**. Select this button to access the **Multi-Currency Settings** screen:



Currency Gain/Loss Acct: This is a General Ledger Account. Since the Exchange Rate may change between the time a Payable Invoice is posted and the time a Payment is issued, the amount of Base Currency (Cash) needed to pay the Invoice may be more or less than that originally posted. The Gain or Loss amounts for this Division will be posted to this Account. A gain or loss will only occur if an invoice is entered in a non-Base Currency, and then paid in that same currency at a different rate.

Currency Round-off Acct: This is a General Ledger Account to which any round-off calculations for this Division are to be posted. It is often the same Account as the Gain/Loss Account.

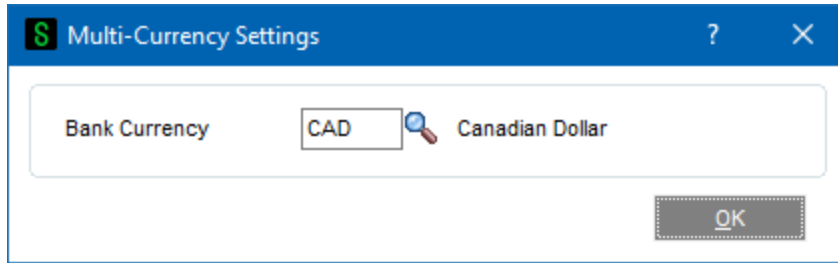
Bank Code Maintenance

Bank Code Maintenance has a Currency Code for each Bank Account. This allows the user to keep bank account balances in their own currency (if Bank Reconciliation Multi-Currency is installed), and facilitates the reconciliation of Bank Statements.



NOTE: *If you are converting to Multi-Currency Accounts Payable from an existing Sage 100 system, the Bank Currency Code for all existing Bank Accounts will be set to the Base Currency.*

Bank Code Maintenance has a **Currency Button**. Select this button to access the **Multi-Currency Settings** screen.



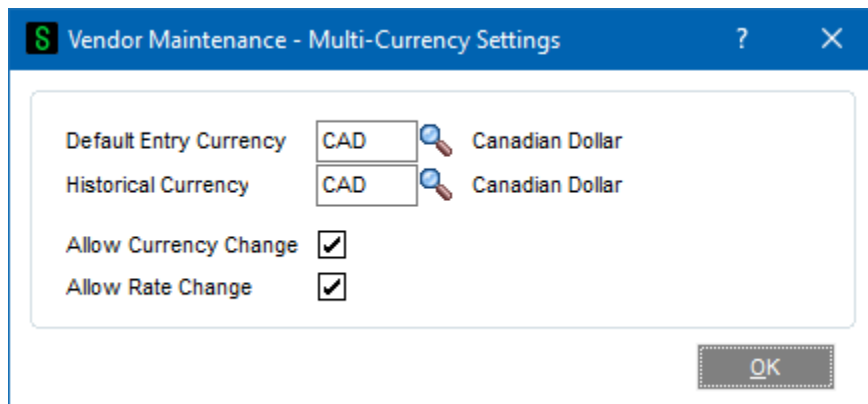
Currency Code: Enter the Currency Code for this Bank Account. Select the Lookup Button to display a list of Currency Codes on file.

Section D: System Operations

Main Menu

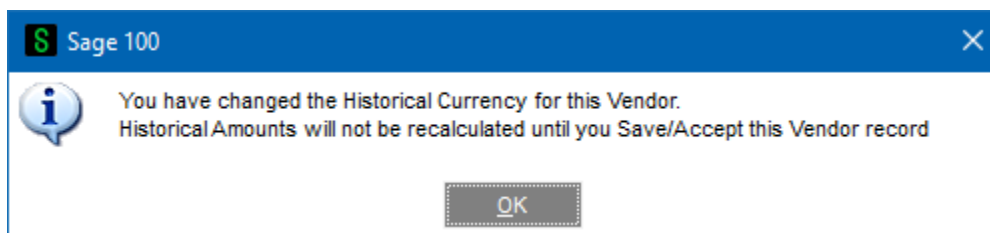
Vendor Maintenance and Inquiry

Vendor Maintenance displays the Vendor activity in Base, Entry, and Vendor Historical currencies. The Vendor Maintenance Main Panel includes a **Currency Button**. Select this button to access the **Multi-Currency Settings** screen.




Default Entry Currency: Enter the Default Entry Currency for this Vendor. *(During APMC conversion this will be assigned the Base Currency)*. For Data Entry, whenever a Vendor is selected the Entry Currency will default to this Currency. The Default Entry Currency may be changed at any time.

Historical Currency: Enter the Currency in which you want to use to display amounts for this Vendor (in addition to the Base Currency). *(During APMC conversion this will be assigned the Base Currency)*. If this field is changed after it has been set for the first time, the system will display this prompt. When the Save/Accept button is pressed, all Historical total amounts will be converted to the new Historical Currency Code.



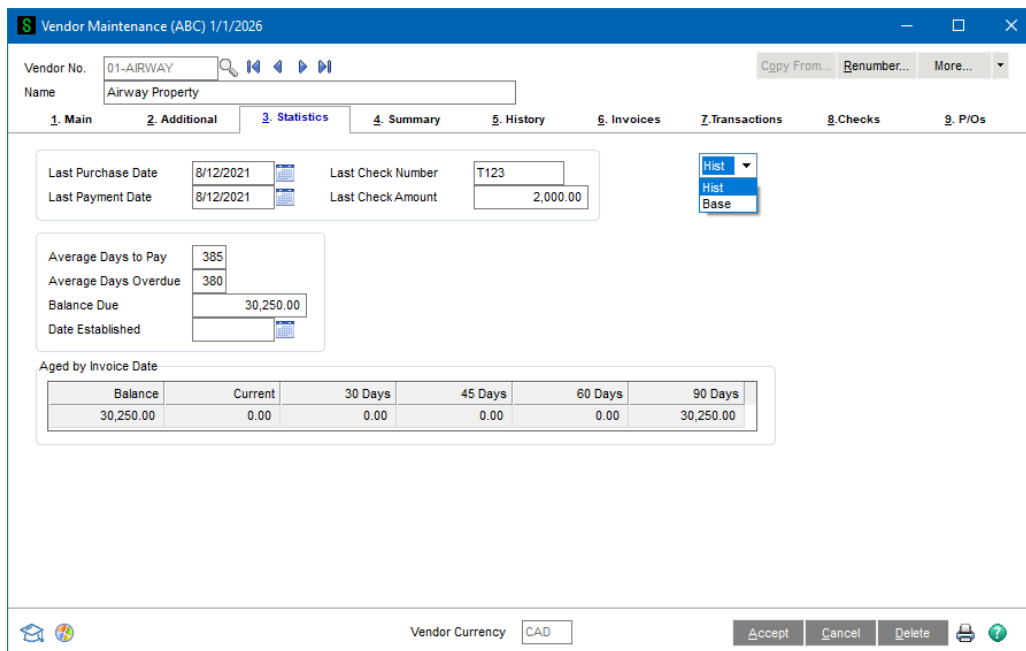
Allow Currency Change: Select this check box if you want to be able to override the Entry Currency during Data Entry for this Vendor. Clear this check box if you do not want to allow Entry Currency override. *(During APMC conversion this will be checked)*. If you change the Entry Currency for a transaction, the system will ask you for the Supervisor Password if one was set up in the Multi-Currency Options.

Allow Rate Change: Select this check box if you want to be able to override the Exchange Rate for each transaction during Data Entry for this Vendor. Clear this check box if you do not want to allow Exchange Rate override. *(During APMC conversion this will be checked)*. If you change the Exchange Rate for a transaction, the system will ask you for the Supervisor Password if one was set up in the Multi-Currency Options.

 **NOTE:** The Vendor's **Historical Currency** is always displayed at the bottom of the Vendor Maintenance Panel as **Vendor Currency: XXXX**.

Statistics, Summary, and History

The Statistics, Summary, and History panels display the amounts in both **Base Currency** and the Vendor's **Historical Currency**. A Drop Box has been added to allow display toggle between these two currencies. Historical is the default.



Vendor Maintenance (ABC) 1/1/2026

Vendor No. 01-AIRWAY

Name Airway Property

1. Main 2. Additional 3. Statistics 4. Summary 5. History 6. Invoices 7. Transactions 8. Checks 9. P/Os

Last Purchase Date 8/12/2021 Last Check Number T123

Last Payment Date 8/12/2021 Last Check Amount 2,000.00

Average Days to Pay 385

Average Days Overdue 380

Balance Due 30,250.00

Date Established

Aged by Invoice Date

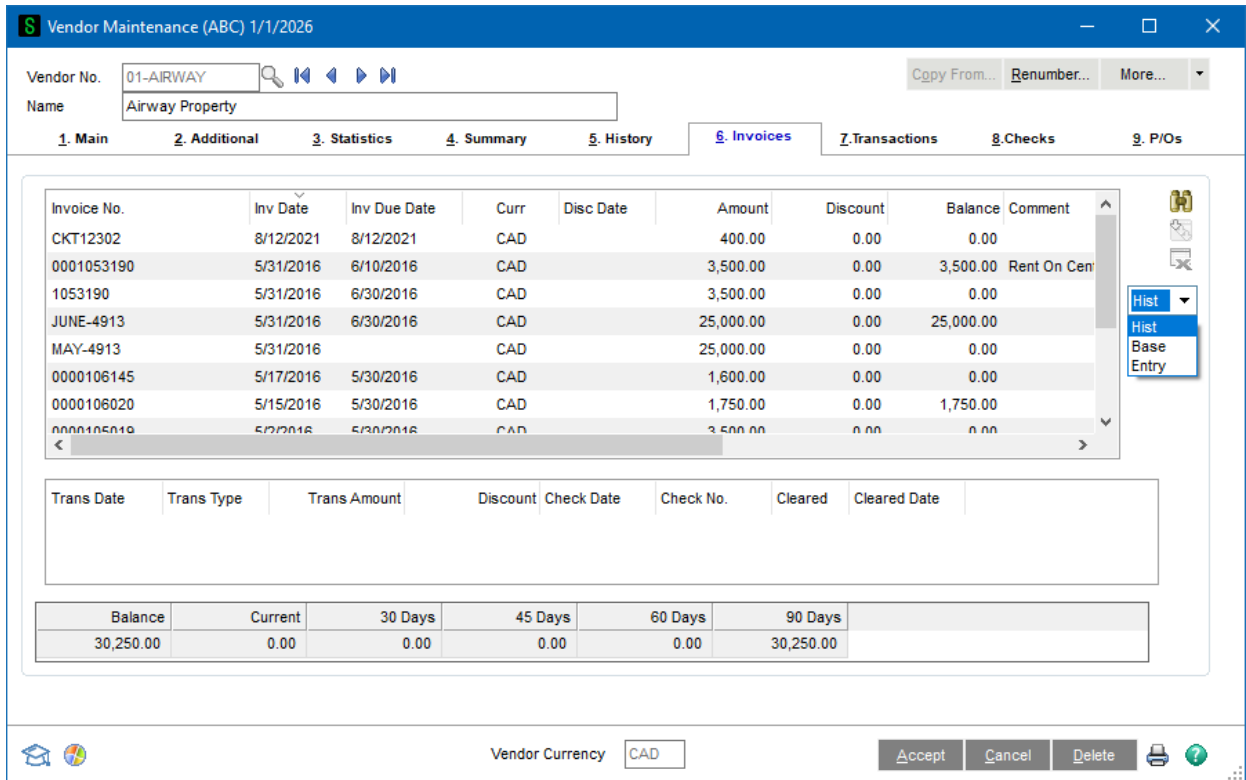
Balance	Current	30 Days	45 Days	60 Days	90 Days
30,250.00	0.00	0.00	0.00	0.00	30,250.00

Vendor Currency CAD

Vendor Invoices, Transactions, Checks, and P/O's

The Invoices and Transactions Panels display the amounts in **Historical, Base, or Entry Currency**. (It is possible to have a transaction that was not entered in either the Vendor's Currency or the Base

Currency). A **Drop Box** allows the display to toggle between these three currencies. Historical is the default.



A/P Invoice History Inquiry

Invoice History Inquiry displays information in both **Base Currency** and **Entry Currency**. The Header and Lines panel include a **Drop Box** to toggle display of these amounts.

The Header Screen includes a **Currency Button**. Select this button to see the **Currency Code** and **Exchange Rate** of the transaction.

The Entry Currency of the Invoice is displayed at the bottom of the Invoice History Inquiry Panel.

S A/P Invoice History Inquiry (ABC) 1/1/2026

Invoice No. 0000105019 Type INV Date 5/2/2016 Tax Detail...

Source A/P

1. Main 2. Lines 3. Payments

Vendor No. 01-ALLCLIM Allclimate Maintenance
Source Journal AP-000010

Terms Code 01 NET 10
Prepaid Invoice
Prepaid Date
Prepaid Check
Separate Check
Hold Payment
Comment Monthly D/E Fee
1099 Form Box

Invoice Due Date 5/12/2016
Discount Due Date
Discount Amount .00

Invoice Amount 150.00
Freight .00
Sales Tax .00
Subject to Discount 150.00

Sales Tax
Tax Schedule
Tax Class Use Tax

Balance .00

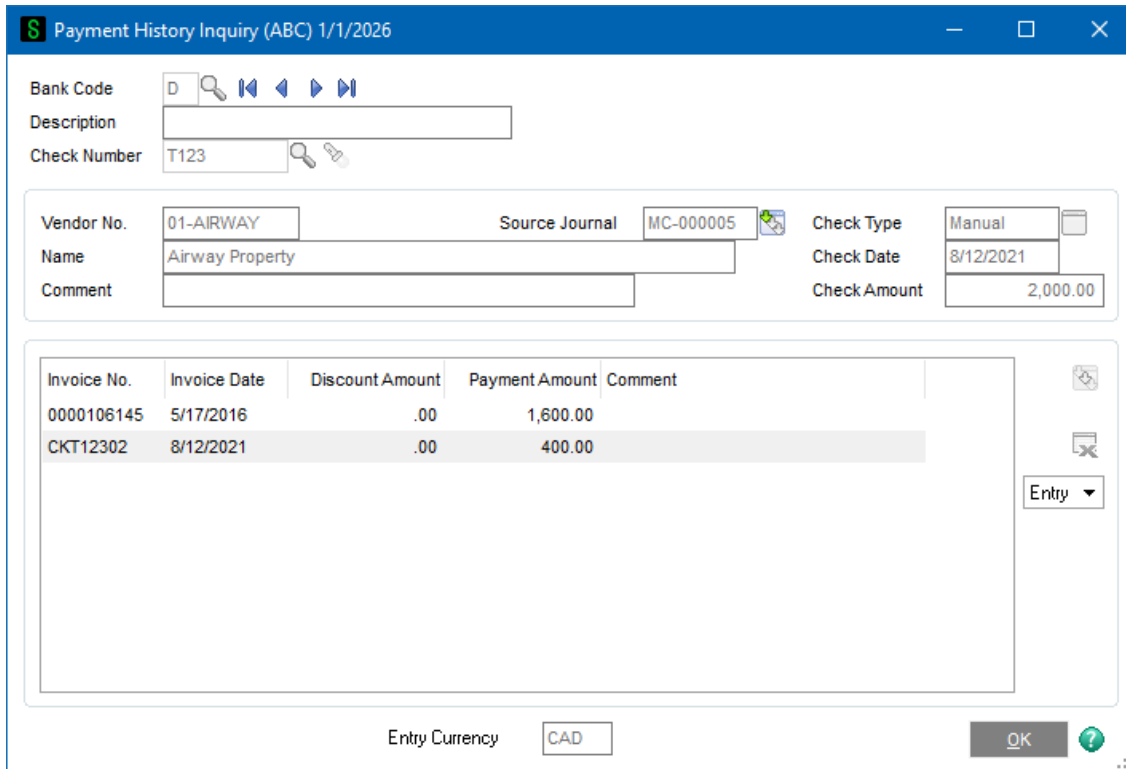
Display Currency Entry ▾
Currency..

Entry Currency CAD OK ?

Payment History Inquiry

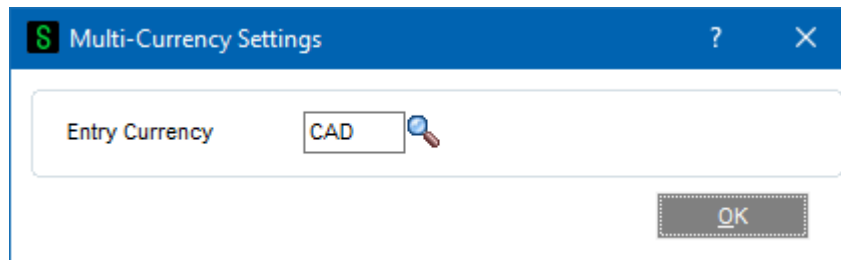
Payment History Inquiry displays information in **Historical**, **Base**, and **Entry Currency**. The Inquiry Panel includes a **Drop Box** to toggle display of these amounts.

The Currency of the Payment is displayed at the bottom of the Payment History Inquiry Panel.



Repetitive Invoice Entry

The Repetitive Invoice Header Panel includes a **Currency Button**. Select this button to access the **Multi-Currency Settings** screen:



Entry Currency: Enter the Currency Code for the Repetitive Invoice. Select the Lookup Button to list all Currency Codes on file. If you change the Entry Currency, the system will ask you for the Supervisor Password if one was setup in Multi-Currency Options.

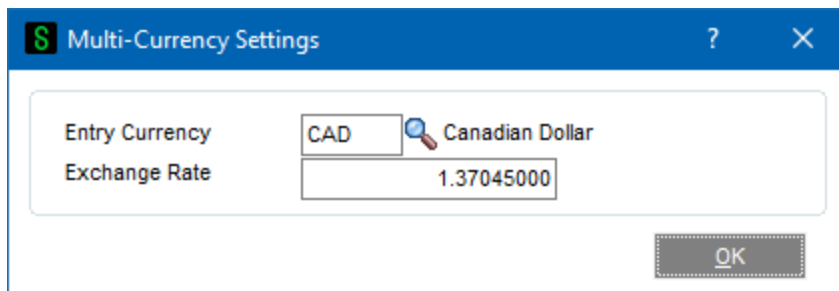
All amounts entered for a Repetitive Invoice will be in the selected currency.

Repetitive Invoice Selection


The Entry Currency for all Invoices generated through Repetitive Invoice Selection will be the **Entry Currency** of the Repetitive Invoice. The Exchange Rate will be the rate found in Currency Code Maintenance using the Invoice Date.

Invoice Data Entry

The Invoice Header Panel includes a **Currency Button**. Select this button to access the **Multi-Currency Settings** screen:



Entry Currency: Enter the Entry Currency Code for the Invoice. Select the Lookup Button to list all Currency Codes on file. The system will ask you for the Supervisor Password if one was set up in Multi-Currency Options.

 **NOTE:** *If amounts have already been entered, and the currency is changed, the Invoice amounts remain the same and will be considered to be amounts in the new currency.*

This field will not be accessible if **Allow Currency Change** is not checked for the Vendor in Vendor Maintenance.

Exchange Rate: Enter the Exchange Rate for the Invoice. The initial rate displayed is found in Currency Code Maintenance for the Invoice Date. If the default exchange rate is overridden, then the Invoice amounts remain the same and will be converted to Base Currency when posting to General Ledger using the new Exchange Rate.

The system will ask you for the Supervisor Password if one was set up in Multi-Currency Options. This field will not be accessible if **Allow Rate Change** is not checked for the Vendor in Vendor Maintenance.



NOTE: Amounts posted to the Time & Billing or Job Cost modules will be converted to Base Currency.

Invoice Register

If any Invoice has an Entry Currency other than the **Base Currency**, the Invoice Register will first be printed in **Entry Currency**. This is followed by the register in **Base Currency**.

The Recap Report will be printed in **Base Currency** and will include any round-off amounts calculated during currency conversions.

Invoice Update

The Invoice Register Update performs all the appropriate currency conversions to Base Currency.

Manual Check Entry

When a new Manual Check is entered, the Bank's Currency Code is displayed under the Bank Cash Account and the Check Currency defaults to the Bank Currency and is displayed at the bottom of the screen. The Check Currency is the currency for all amounts entered in the selected check.



NOTE: You may not generate a check in a currency other than the Bank's Currency, unless the Bank Currency is also the Base Currency.



NOTE: Amounts posted to the Time & Billing or Job Cost modules for invoices entered through Manual Check Entry will be converted to Base Currency.

The Manual Check Header Panel includes **Currency Button**. Select this button to access the **Multi-Currency Settings** screen as shown.

Entry Currency: This field displays the Check Currency and cannot be changed unless the Bank Currency is also the Base Currency.

Exchange Rate: Enter the Exchange Rate for the manual check. The initial rate will be the Exchange Rate found in Currency Code Maintenance for the Check Date.



NOTE: *If the default exchange rate is overridden, then the manual check amounts remain the same and will be converted to Base Currency when posting to General Ledger using the new Exchange Rate.*



NOTE: *You can select any Vendor and pay any Invoice generated in any Invoice Currency. If Invoices to be paid are not in the Bank Currency, it's best to change the Check Currency to the same as the Invoice Currency.*

Manual Check Register

If any Check has an Entry Currency other than the **Base Currency**, the Manual Check Register will first be printed in **Entry Currency**. This is followed by the register in **Base Currency**.

The Recap Report will be printed in **Base Currency** and will include any round-off amounts calculated during currency conversions.

Manual Check Update

The Manual Check Register Update performs all the Currency conversions. Any Gain/Loss will be calculated and will post to the General Ledger Account defined in Division Maintenance. This amount is caused by the difference between Base amounts calculated using the Currency Rate for the Invoice Date, and the Base amounts calculated using the Currency Rate for the Check Date.

Check Printing and Electronic Payment Menu

Invoice Payment Selection

When Invoice Payment Selection is accessed before any selections have been made, the following will be displayed:

The screenshot shows a software dialog box titled "Multi-Currency Settings - Invoice Payment Selection". It contains the following fields and values:

- Bank Code: E (with a search icon) - Bank Code E -CAD
- Check Currency: CAD - Canadian Dollar
- Check Date: 1/1/2026 (with a calendar icon)
- Exchange Rate: 1.37045000


At the bottom of the dialog are two buttons: "Accept" and "Cancel".

Bank Code: Enter the Bank Code from which payments will be made. The Bank's Currency will be the Payment Currency. This Currency will be used to calculate the payment amount for each check.

Check Currency: This field is for display only and may not be changed. It will display the selected Bank's Currency.

Check Date: Enter the date that will be used when printing checks. This date will be used to look up the Exchange Rate to be used when calculating the payment amount for each check.

Exchange Rate: Enter an Exchange Rate to be used when calculating the payment amount for each check. The initial Exchange Rate of the Check Currency from the Check Date found in the Multi-Currency Currency Code Maintenance.

 **IMPORTANT: This is an important change from standard Sage 100. Because the Bank Code, Check Date, and Exchange Rate are used to establish Rates for the Cash Entries, these fields cannot be changed once Payment Selection has begun. To change these fields, the Payment Selection must be cleared first.**

Select By: Invoice Due Date Only

Invoice Due Date: 1/1/2026

Always Take Discounts:


Discount Due Date: 1/1/2026

Currency: CAD

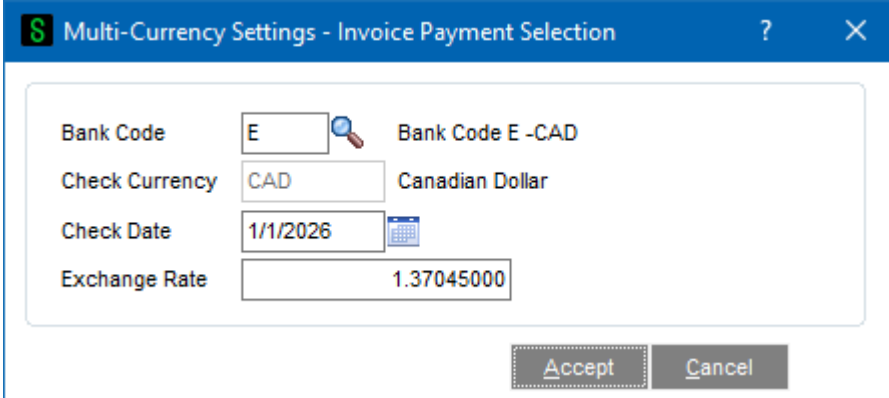
Select Field	Operand	Value
Vendor Number	All	
Discount Due Date	All	
Sort Field	All	
Vendor's Balance Due	All	
Currency	All	

Buttons: Clear, Proceed, Cancel, Help

Check and Electronic Payment Maintenance

 **NOTE:** once a Check Currency has been defined, all additional entries have to be in that Currency. You may perform a Check Printing for only one Currency at a time.

When the Check and Electronic Payment Maintenance program is accessed, this panel will be displayed if there are no checks in data entry:



The screenshot shows a software dialog box titled "Multi-Currency Settings - Invoice Payment Selection". It contains the following fields and values:

- Bank Code: E
- Check Currency: CAD
- Check Date: 1/1/2026
- Exchange Rate: 1.37045000

Buttons for "Accept" and "Cancel" are visible at the bottom right of the dialog.


Bank Code: Enter the Bank Code from which payments will be made. The Bank’s Currency will be the Payment Currency. This Currency will be used to calculate the payment amount for each check.

Check Currency: This field is for display only and may not be changed. It will display the selected Bank’s Currency.

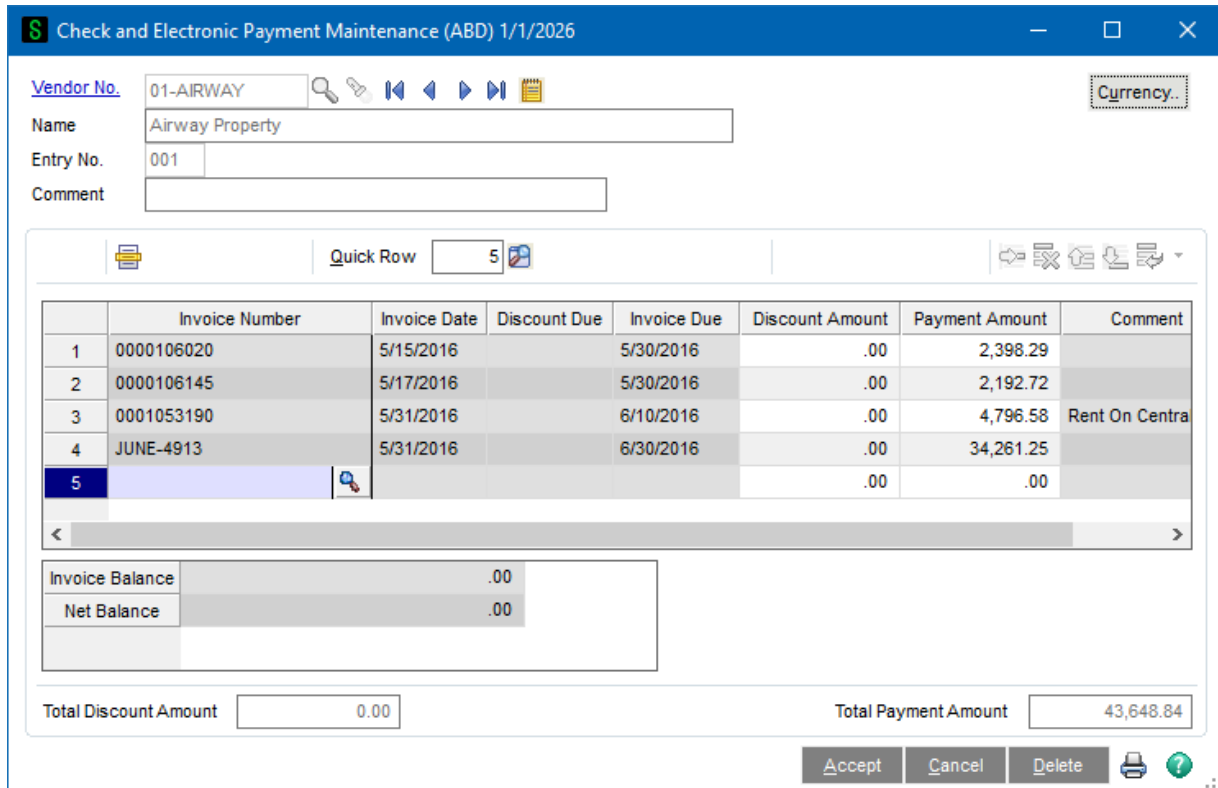
Check Date: Enter the date that will be used when printing checks. This date will be used to find the Exchange Rate to be used when calculating the payment amount for each check.

Exchange Rate: Enter an Exchange Rate to be used when calculating the payment amount for each check. This field will default to the Exchange Rate of the Check Currency as of the Check Date.

Once the currency information is defined, then Check Data Entry can proceed. This information must be set up before checks can be entered. If the user wants to change the Bank Code or Check Date after Check Data Entry is started, then all entries must be deleted (you can use the **Clear** function in Invoice Payment Selection to speed up this process) and the user must exit the program to trigger a new Bank Code and Check Date selection.

 **IMPORTANT: this is an important change from standard Sage 100. Because the Bank Code, Check Date, and Exchange Rate are used to establish Rates for the Cash Entries, these fields cannot be changed once Payment Selection has begun. To change these fields, the Payment Selection must be cleared first.**

One can proceed to enter Payment Selections, and see Payment Selections in process. Any entries previously selected can be modified or deleted.



If any Invoice in the Payment Selection has an Entry Currency other than the **Base** Currency, the Invoice Payment Selection will be printed first in **Entry Currency**. This is followed by the Payment Selection in **Base Currency**.

NOTE: Amounts posted to the Time & Billing or Job Cost modules for checks entered through Payment Selection or Check Maintenance will be converted to Base Currency.

Invoice Payment Selection Register

This register is printed by selecting the print icon in the lower right of the Payment Maintenance window. It can also be printed from Invoice Payment Selection Entry.

Check Printing

Crystal Report forms are used to print checks. The Forms have Currency fields available to print:

- APMC_234_EntryCurrency – Currency Code for the Bank Currency
- APMC_234_StringRate – The Exchange Rate for the Bank Currency
- APMC_234_CurrencyName – The name of the Bank Currency
- APMC_234_CurrencySymbol – The Currency Symbol of the Bank Currency



NOTE: *If you do not see these new fields during an edit of the Crystal form, then select **Verify Database** from the **Database** dropdown menu to update your data dictionaries.*

Check Printing includes all of the options from the Invoice Payment Selection.

The Currency Symbol specified for the Check Currency in Currency Code Maintenance can be printed, and either to the right or left of the Check Amount as specified in the Crystal Check Form.

The Invoice Amounts in the Check Stub and Check Amounts can print commas and decimal points per the Bank Currency as specified in the Crystal Check Form.

Check Register

If the **Bank Currency** is other than the **Base Currency**, the Check Register will print the Entry Currency Register in the **Bank Currency** followed by the Base Currency Journal.

Check Update

The Check Register Update performs all the Currency conversions. Any Gain/Loss will be calculated and will post to the General Ledger Account defined in Division Maintenance. This amount is calculated by the difference between the Exchange Rate at the time that the Invoice was posted, and the Bank Exchange Rate at the time that the Check is printed.



NOTE: *The Gain or Loss Amount will always be zero for Invoices paid in either the Base Currency or in a Currency other than the Check Currency.*

Section E: Reports

Standard Reports

When printing any Accounts Payable Reports, you may define the Currency options to use. A **Currency Button** is in the Report Panel, and when selected, the following screen will be displayed.



NOTE: *This screen will vary depending on the report being printed and the options entered)*

Printing Currency: Select **Entry** for Transaction Currency, **Base** for Base Currency, **Vendor** for Vendor Currency, **Other** for Other Currency, or **Rate Override** for Override Rate. The Printing Currency may be modified by some of the options below.

Starting and Ending Currency: Enter a range of Currencies for a specific group of transactions. These fields control the selection of Invoices by their Entry Currency, regardless of any other option. Choosing one Currency only for Starting and Ending will select only Invoices who's Entry Currency matches this. Press the Lookup Button to list all Currencies on file. *This field will be displayed only for reports that can print amounts from individual Transactions.*

Currency Code: Enter the Currency Code in which to print all amounts. This field will be displayed only if you selected **Other** as the **Printing Currency** option.

Printing Amounts: Select **As Posted** to import all amounts As Posted or **Override Date** to convert amounts using an Exchange Rate as of an Override Date.

Override Date: Enter a date to import amounts converted to the Printing Currency using the Exchange Rate as of this date. This field will be displayed only if you selected **Override Date** as the **Printing Amounts**.

Rate Type: Select **AP/PO Rate**, **AR/SO Rate**, **GL Rate**, or **FASB52 Rate**. This field will be displayed only if you selected **Override Date** as the **Printing Amounts**.

Override Rate: Enter a Rate to be used when calculating amounts. This field will be displayed only if you selected **Rate Override** as the **Printing Currency**.

A/P Unrealized Gain/Loss Report

The Unrealized Gain/Loss Report is found on the **Reports Menu** in the **Multi-Currency module**. This report calculates the Unrealized Gain or Loss for all open invoices based upon the reporting date. This report may be used to determine the Gain/Loss amounts to create a General Journal at the end of one Period and reverse it at the beginning of the next Period.

A/P Unrealized Gain/Loss Report (ABC) 1/1/2026

Report Setting: STANDARD [Save]

Description: A/P Unrealized Gain/Loss Report

Setting Options:

- Type: Public
- Print Report Settings:
- Number of Copies: 1
- Default Report:
- Three Hole Punch:
- Collated:

Options:

- Unrealized Gain/Loss As Of: 12/31/2025
- Print Report in Detail:
- Exclude Future Transactions:
- Exclude Zero Balance Invoices:

Selections:

Select Field	Operand	Value
Vendor Number	All	
Currency Code	All	

Microsoft Print to PDF [Keep Window Open After] Print Preview [Print] [Preview] [Setup]

Unrealized Gain/Loss As Of: The default date displayed will be the current System Date. This date will be used to look up the Exchange Rate in Currency Code Maintenance for the revaluation of Open Invoices.

Print Report in Detail: Select this check box to print a detailed report including Invoice Number and Date information. Clear this check box to print a Summary report providing total amounts by Currency and Vendor only.

Exclude Future Transactions: Check this box to exclude any open invoices with an invoice date after the As Of date. Clear this box to include future-dated invoices.

Exclude Zero Balance Invoices: Normally left checked since zero balance Invoices do not affect the Gain/Loss, uncheck this box to list all Invoices.

Vendor Number Range: Select the **All** check box to accept all Vendors on file, or enter a range of Vendor Numbers for a specific group of Vendors. Select the Lookup Button to list all Vendors on file.

Currency Code Range: Select the **All** check box to select transactions in all Transaction Currencies, or enter a range of Currencies for a specific group of Transactions. Select the Lookup Button to list all Currencies on file.

(sample report with Print In Detail unchecked)

A/P Unrealized Gain/Loss Report

ABC Distribution and Service Corp. (ABC)

	Invoice Bal Entry Curr.	Invoice Bal Base Curr.	Gain/Loss Entry Curr.	Gain/Loss Base Curr.
Currency Code: EUR				
06-CASK Old Oak Cask Company	-30.00	-40.37	5.91	6.64
06-TANK Perfect Stainless Tank Co	1,100.00	1,343.12	-94.74	-106.51
Currency EUR Totals:	<u>1,070.00</u>	<u>1,302.75</u>	<u>-88.83</u>	<u>-99.87</u>
Currency Code: GBP				
08-BOILER Steel Boiler Factory	23,200.00	44,519.50	-11,028.38	-14,344.17
08-PUMP Potter's Beer Pumps	1,080.00	2,072.46	-513.39	-667.75
Currency GBP Totals:	<u>24,280.00</u>	<u>46,591.96</u>	<u>-11,541.77</u>	<u>-15,011.92</u>
Currency Code: MXN				
07-BOTTLE Superior Bottle Company	3,912.00	356.38	-2,796.15	-148.55
07-STILL Custom Distillery Equipment	34,500.00	3,142.90	-24,658.66	-1,310.03
Currency MXN Totals:	<u>38,412.00</u>	<u>3,499.28</u>	<u>-27,454.81</u>	<u>-1,458.58</u>

Section F: Uninstall DSD Enhancements

If you are uninstalling ALL Multi-Currency modules, **you must first remove the Multi-Currency Module data for each company code BEFORE running the Uninstall Process.** To do this, select each company in Company Code Maintenance and select the **Remove** button, then select the Multi-Currency module to remove. Do this for every company that has Multi-Currency activated. **Be sure to do a full system backup prior to doing this process.**

A DSD Enhancements Uninstall Utility has been provided for the purposes of removing DSD Enhancements from your Sage 100 System. This utility may be accessed from the **DSD Enhancement Control Panel** menu option on the **Library Master / Utilities** menu.

DSD Enhancement Control Panel

Enhancement Product	Ver	Code	Ext	Status	Build Date	MP Expire Date
APMC A/P Multi-Currency	7.40	APMC	MAP	Unlocked	04/28/2025	02/25/2036
ARMC A/R Multi-Currency	7.40	ARMC	MAR	Unlocked	05/07/2025	05/26/2035
POMC P/O Multi-Currency	7.40	POMC	MPO	Unlocked	05/07/2025	06/25/2035
SOMC S/O Multi-Currency	7.40	SOMC	MSO	Unlocked	05/07/2025	06/06/2035
BRMC B/R Multi-Currency	7.40	BRMC	MBR	Unlocked	05/07/2025	06/06/2035
CUMC C/X Multi-Currency	7.40	CUMC	MCU	Unlocked	04/28/2025	05/26/2035
FXMC Currency Rate Downloa	7.40	FXMC	MFX	Unlocked	05/28/2025	05/26/2035
GLMC G/L Multi-Currency	7.40	GLMC	MGL	Unlocked	05/07/2025	06/06/2035
IMMC I/M Multi-Currency	7.40	IMMC	MIM	Unlocked	05/07/2025	06/06/2035
RAMC RMA Multi-Currency	7.40	RAMC	MRA	Unlocked	05/07/2025	06/06/2035
Premium DFDM	7.40	LMDF	MDF	No unlocking req	03/24/2025	06/06/2035

Selected: Sage Serial Number

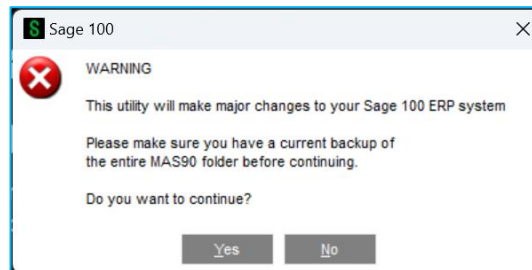
Unlock the currently selected product.

When accessing the **DSD Enhancement Control**, select the enhancement that you wish to Uninstall, and then select the **Uninstall Enhancement** button. The following message box will appear:

- Select **No** to exit the Uninstall Process.
- Select **Yes** to continue with the Uninstall Process.

The following message box will appear, to remind you that a complete backup of your entire Sage 100 system should be completed prior to uninstalling a DSD product.

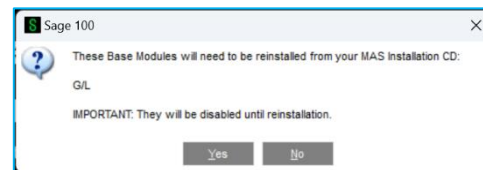
- Select **No** to exit the Uninstall Process.
- Select **Yes** to continue with the Uninstall Process.



After the Uninstall of the DSD Enhancement, you MUST reinstall certain standard Sage 100 modules, followed by reinstallation of Product Updates and Hot Fixes, if applicable.

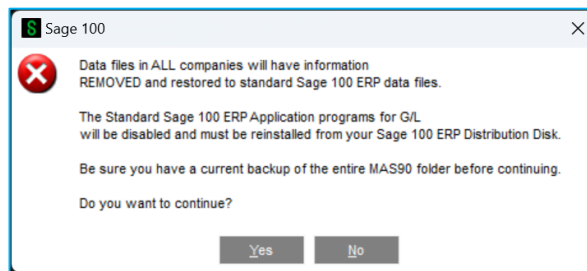
A message box will appear, and will display which of those specific Sage 100 modules you must reinstall afterwards.

- Select **No** to exit the Uninstall Process.
- Select **Yes** to continue with the Uninstall Process.

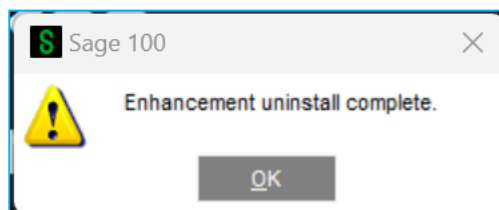


The following message box will appear, displaying the final warning message.

- Select **No** to exit the Uninstall Process.
- Select **Yes** to continue with the Uninstall Process. At this point, the DSD Enhancement will be removed from the Sage 100 system.



After completion of the Uninstall, the following message box will appear. Select OK to continue.



Now that the Uninstall process is completed, you must:

- Reinstall the applicable standard Sage 100 modules
- Reinstall the latest Sage 100 Service Pack/Updates, if applicable.
- Reinstall any other DSD Enhancements or Developer products that are affected from the reinstallation of the standard Sage 100 module(s).

Section G: Resources and Support

Web Resources

DSD web site: <http://www.dsdinc.com>

The Enhancement page contains:

- Current Release Schedule
- Purchasing Information
- Installation Instructions
- Product Support
- Enhancement Links

Accounts Payable Multi-Currency :

<https://www.dsdinc.com/enhancements/marketplace/products/apmc-ap-multi-currency>

The product web page contains:

- Product Description
- Web Links
- Current Product Version Table
- Product Installation File Download
- Product Manual in .pdf Format

Support

DSD provides product support through Sage 100 resellers. Support is provided for the current version. Older versions are supported at an hourly rate.

- Telephone: 858-550-5900
- Fax: 858-550-4900
- Email: enhancements@dsdinc.com

For a hard error, where the program displays an error dialog, report:

- Enhancement Name
- Error number
- Program name
- Line number

- Program version
- Exact sequence that caused the error, including menus and menu selections
- Other pertinent information

If leaving a message, faxing or email, please include:

- Your name and company
- Your phone number (and fax if applicable) and extension.

It is possible to be unable to duplicate a problem, because of data corruption or because we have not exactly duplicated a particular operating environment. In such circumstances, we can only continue to try to fix the problem if we can either access the system remotely or by some other to duplicate the system.




Since 1984, DSD Business Systems has been providing clients with professional business consulting services and business software solutions across the globe. Specialties include Sage Intacct, Acumatica Cloud ERP, Sage 100, Sage 300, Sage 500, Sage CRM, Sage HRMS and more.

DSD Business Systems has been a Sage Tech Partner, commonly referred to as a “Master Developer”, for over 30 years. DSD currently has over 500 Enhancements to Sage 100 and has created thousands of custom solutions for end-users around the world. We have had the privilege of working with hundreds of Sage consultants, resellers, and end-users to produce powerful custom solutions that enhance the functionality of Sage 100.

Contact DSD Enhancements

 enhancements@dsdinc.com

 [Enhancements Marketplace](#)

 **800-627-9032**