

Post Dated Check



Applies to:

Below configuration is based on SAP ECC 6.0. For more information, visit the [Enterprise Resource Planning homepage](#).

Summary

This article drives you with the simple process of Post Dated Checks in SAP ECC 6.0 version for SAP FI/CO (Finance & Controlling) Module. Here we are going Post Dated Checks Procedure & its process.

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Post Dated Cheque

What is Post Dated Cheque?

A post dated cheque, as the name indicates is a cheque in which a future date is entered. This means that the cheque cannot be cashed until that day. Till the date of cheque, it remains bill of exchange and it becomes cheque only on the date written on the cheque. Its popular name is PDC.

Process flow of PDC

Step 1: Receive PDC from the customer

Step 2: Enter the PDC into the SAP system

Step 3: Convert the PDC to Payment on due date

Business Scenario

Business sold finished goods to the customer and customer issue PDC to the business against the goods received to him. Business need to record the PDC received from the customer, collect the amount on due date and clear the open item.

In order to meet the above requirement, we can utilise the functionality of bill of exchange in SAP system.

Configuration Involved in PDC

Define Alternative Reconcil.Acct for Bills/Exch.Receivable

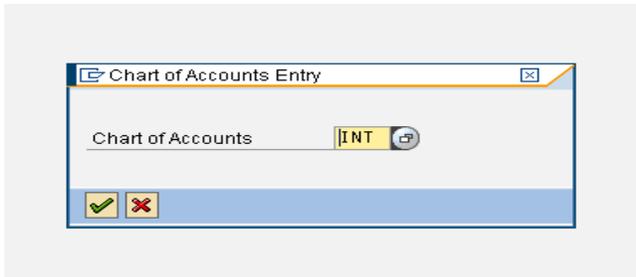
Here we define the accounts in which bill of exchange/PDC payments are recorded in the general ledger. When you post bills of exchange/PDC, the system will post the entries to these accounts instead of to the normal receivables account (reconciliation account). This way it is possible to keep bills of exchange/PDC separate from the normal receivables.

Transaction Code	OBYN
Path	IMG → Financial Accounting → Bank Accounting → Business Transaction → Bill of Exchange Transactions → Bill of Exchange Receivable → Post Bill of Exchange Receivable → Define Alternative Reconcil.Acct for Bills/Exch.Receivable
Description	Maintain Accounting Configuration: Special G/L - List

Maintain Accounting Configuration : Special G/L - List

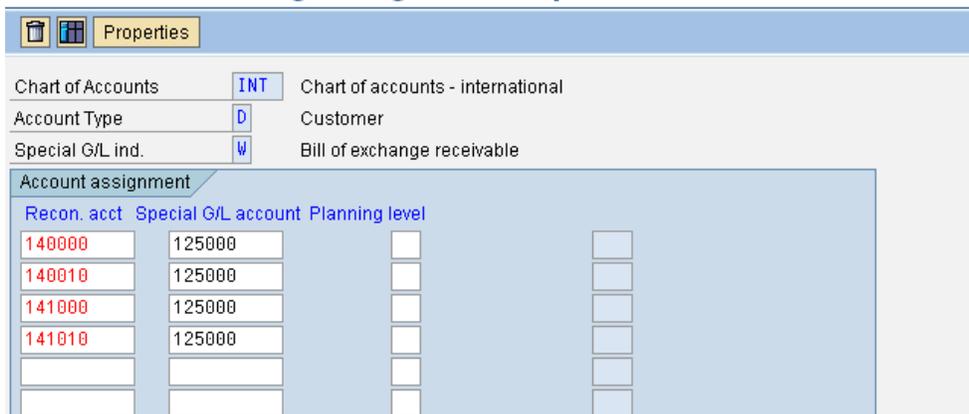
Acct Type	SGL Ind.	Name	Description
D	1	< missi	< missing >
D	2	< missi	< missing >
D	3	< missi	< missing >
D	4	< missi	< missing >
D	B	Bill/ex	Bill of exchange receivable
D	I	BR Vend	BR: Vendor Operation
D	Q	Risk	Bill of exchange residual risk
D	R	B/e req	Bill of exchange pmnt request
D	S	Ck/b/ex	Check/bill of exchange
D	W	B/e rec	Bill of exchange receivable

Special GL Indicator “W” is meant for bill of exchange and we need to maintain GL A/c in this SGL Ind. Double click the row with SGL Ind “W”



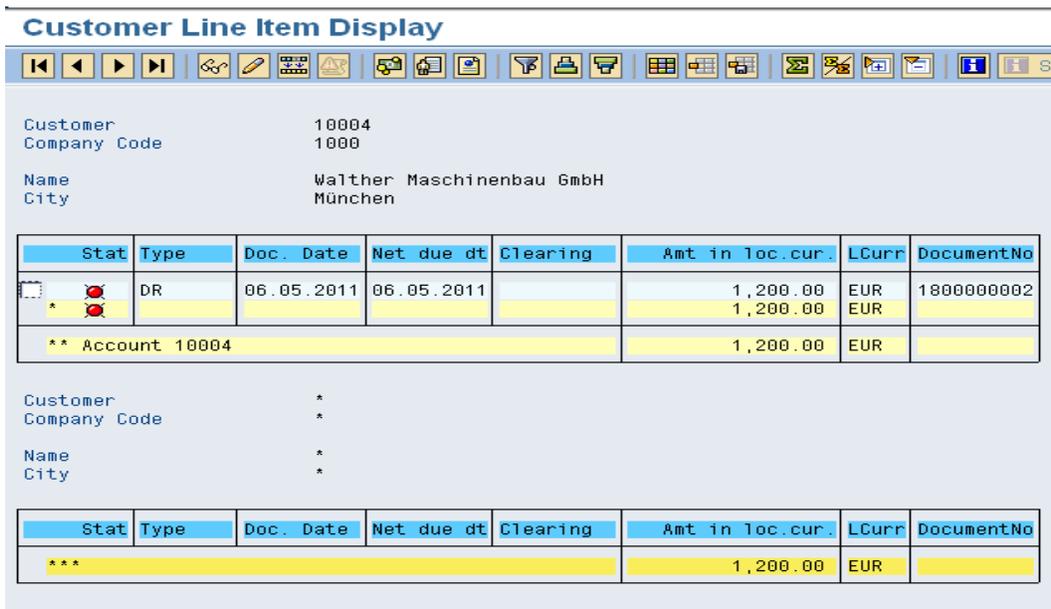
We are maintaining the SGL at Chart of Account level so we need to specify the Chat of Account here.

Maintain Accounting Configuration : Special G/L - Accounts



And in the below screen, we need to specify the customer reconciliation account as well as the special GL account corresponding to the Reconciliation account.

Customer open item through FBL5N before entering PDC



Step 1: Receive PDC from the customer

Step 2: Enter the PDC into the SAP system

When we post PDC payment and link it to the appropriate open item for the customer (via *Process open items*), the system automatically credits the reconciliation account from the customer master record. However, instead of debiting the G/L account for "bank" or "cash in bank" as it would with a normal incoming payment, the system debits the special G/L account for PDCs.

Transaction code F-36 is used for entering PDC into the system. Here system by default take the posting Key as "09" and SGL Ind as "W". Here we will specify the customer code against which we have received the PDC.

Transaction Code	F-36
Path	SAP Easy Access → Accounting → Financial Accounting → Account Receivable → Document Entry → Bill of Exchange → Payment
Description	Bill of Exchange Payment: Header Data

Bill of Exchange Payment: Header Data

Choose open items Acct model

Document Date	06.05.2011	Type	DZ	Company Code	1000
Posting Date	06.05.2011	Period	5	Currency/Rate	EUR
Document Number		Translatn Date			
Reference		Cross-CC no.			
Doc.Header Text					
Clearing text					

Transaction to be processed

- Outgoing payment
- Incoming payment
- Credit memo
- Transfer posting with clearing

First line item

PstKy	09	Account	10004	SGL Ind	W	TType	
-------	----	---------	-------	---------	---	-------	--

Click on

Choose open items

Bill of Exchange Payment Add Customer item

Customer Walther Maschinenbau GmbH G/L
 Company Code Hauptstrasse 8
 IDES AG München

Item 1 / Bill of exchange / 09 W
 Amount EUR
 Assignment Business Area
 Text

Bill of exchange details
 Due on Demand bl Bill/ex.status Planned usage
 Issue date Accepted Bill protest ID
 Drawer IDES AG Frankfurt
 Drawee Walther Maschinenbau GmbH München
 Domicile
 Cent.bnk loc
 Colln charge Discnt rate Discount days
 Tax code B/e tax code

Next line item
 PstKy Account SGL Ind TType New co.code

Click on



Bill of Exchange Payment Process open items

Cash Disc. Due

Account items 10004 Walther Maschinenbau GmbH

Document	D	Docume.	P.	Bus.	Day	EUR Gross	Cash discnt	Cash
1800000002	DR	06.05.20101	0001	0		1,200.00		

Editing status
 Number of items Amount entered
 Display from item Assigned
 Reason code Difference postings
 Display in clearing currency Not assigned

Document Edit Goto Extras Settings Environment System Help

Bill of Exchange Payment Display Overview

Display Currency Taxes Reset

Document Date 06.05.2011 Type DZ Company Code 1000
 Posting Date 06.05.2011 Period 5 Currency EUR
 Document Number INTERNAL Fiscal Year 2011 Translatn Date 06.05.2011
 Reference Cross-CC no.
 Doc.Header Text Trading part.BA

Items in document currency

PK	BusA	Acct	EUR	Amount	Tax amnt
001	09W	0001 0000010004	Walther Maschinenba	1,200.00	
002	15	0001 0000010004	Walther Maschinenba	1,200.00-	

D 1,200.00 C 1,200.00 0.00 * 2 Line Items

Other line item
 PstKy count SGL Ind TType New co.code

Customer line item display after entering PDC into the system

Customer Line Item Display

Data Sources

Customer selection
 Customer account 10004 to
 Company code 1000 to

Selection using search help
 Search help ID
 Search string
 Search help

Line item selection

Status
 Open items
 Open at key date 06.05.2011
 Cleared items
 Clearing date to
 Open at key date
 All items
 Posting date to

Type
 Normal items
 Special G/L transactions
 Noted items
 Parked items
 Vendor items

List Output
 Layout
 Maximum number of items

Customer Line Item Display

Customer 10004
Company Code 1000

Name Walther Maschinenbau GmbH
City München

Stat	Type	Doc. Date	Net due dt	Clearing	Amt in loc. cur.	LCurr	DocumentNo
<input type="checkbox"/>	DZ	06.05.2011	07.05.2011		1,000.00	EUR	1400000002
<input type="checkbox"/>	DZ	06.05.2011	07.05.2011		1,200.00	EUR	1400000003
<input type="checkbox"/>	DZ	06.05.2011	07.05.2011	07.05.2011	775.19	EUR	1400000000
** Account 10004					2,975.19	EUR	

Customer *
Company Code *
Name *
City *

Stat	Type	Doc. Date	Net due dt	Clearing	Amt in loc. cur.	LCurr	DocumentNo
***					2,975.19	EUR	

Reports on bill of exchange

Each day we can monitor the status of PDCs that have been received, and check if there are some checks that mature on the particular day. In order to meet the above purpose, we can use the following reports:

Transaction Code	S_ALR_87012208
Path	SAP Easy Access → Accounting → Financial Management → Account Receivable → Periodic Processing → Bill of Exchange Processing → General → Bill of Exchange List
Description	Bill of Exchange List

Bill of Exchange List

Data Sources

GL account selection

Chart of accounts INT to

GL account 125000 to

Company code 1000 to

Selection using search help

Search help ID

Search string

Search help

Transaction Figures Selection

Fiscal Year 2011 to

Business area to

Ledger

Line item selection

Open items at key date 07.05.2011 to

Clearing date to

Further selections

With bill of exchange usage

Without bill of exchange usage

Cleared bills of exchange

Bill of exch. due date to

Bill/exch. usage indicator to

Bill liability bank acct no. to

Bill of exch. issue date to

Bill of Exchange List

G/L acct	Short Text	DocumentNo	Due date	Pstng Date	Issue date	Used on	Usage	UDec.made by	Crcy	Amount in LC	Doc. Crcy	Amount	
125000	Bills of exchange re	1400000002	07.05.2011	06.05.2011	06.05.2011				EUR	1,000.00		0.00	
Customer... 10004 Walther Maschinenbau GmbH München Issuer... IDES AG Frankfurt Drawee... Walther Maschinenbau GmbH München Domicile... SCB Locat...													
125000	Bills of exchange re	1400000003	07.05.2011	06.05.2011	06.05.2011				EUR	1,200.00		0.00	
Customer... 10004 Walther Maschinenbau GmbH München Issuer... IDES AG Frankfurt Drawee... Walther Maschinenbau GmbH München Domicile... SCB Locat...													
										EUR	2,200.00		

Transaction Code	S_ALR_87012209
Path	SAP Easy Access → Accounting → Financial Management → Account Receivable → Periodic Processing → Bill of Exchange Processing → General → Extended Bill of Exchange List with ABAP List Viewer
Description	Extended Bill of Exchange List with ABAP List Viewer

Extended Bill of Exchange List with ABAP List Viewer

Data Sources

G/L account selection

Chart of accounts: INT to
 G/L account: 125000 to
 Company code: 1000

Selection using search help

Search help ID:
 Search string:

Line item selection

Business area: to
 Open items at key date: 07.05.2011
 Clearing date: to

Further selections

With bill of exchange usage
 Without bill of exchange usage
 Cleared bills of exchange

Bill of exchange due date: to
 Bill/exch. usage indicator: to
 Presentation bank account: to
 Commitment bank account: to
 Bill of exchange issue date: to
 Customer: to
 Vendor: to
 Payment method: to
 Amount in document currency: to
 Currency:

Output Control

Display Variant:
 Additional heading I:
 Additional heading II:

Extended Bill of Exchange List with ABAP List Viewer

CoCd	G/L acct	Short Text	Acc. Type	DocumentNo	BusA Reference	Due on	Issue date	Amount	Currency	Amount LCurr	Pstng Date	Due date	Assignment	Demand b1	Bill/ex.status	Accepted Bill	protest ID	Custo
1000	125000	Bills of exchange re Cust.																
1400000002	0001					07.05.2011	06.05.2011	1,000.00	EUR	1,000.00	EUR	06.05.2011	07.05.2011					10004
1400000003	0001					07.05.2011	06.05.2011	1,200.00	EUR	1,200.00	EUR	06.05.2011	07.05.2011					10004
* To										2,200.00	EUR							

Step 3: Convert the PDC to Payment on due date

When mature checks have been cashed, you can execute the incoming payment (for individual PDC) to credit the PDC account and debit the cash, bank account, or bank clearing account – depending on your company's accounting procedure.

Transaction Code	F-28
Path	SAP Easy Access → Accounting → Financial Management → Account Receivable → Document Entry → Incoming Payments
Description	Post Incoming Payment: Header Data

Post Incoming Payments: Header Data

Process open items

Document Date	07.05.2011	Type	DZ	Company Code	1000
Posting Date	07.05.2011	Period	5	Currency/Rate	EUR
Document Number				Translatn Date	
Reference				Cross-CC no.	
Doc.Header Text				Trading part.BA	
Clearing text					

Bank data

Account	113108	Business Area	
Amount	1200	Amount in LC	
Bank charges		LC bank charges	
Value date	06.05.2011	Profit Center	
Text		Assignment	BoE

Open item selection

Account	10004
Account Type	D <input type="checkbox"/> Other accounts
Special G/L ind	W <input checked="" type="checkbox"/> Standard OIs
Pmnt advice no.	
<input type="checkbox"/> Distribute by age	
<input type="checkbox"/> Automatic search	

Additional selections

- None
- Amount
- Document Number
- Posting Date
- Dunning Area
- Others

Post Incoming Payments Display Overview

Display Currency
 Taxes
 Reset

Document Date	07.05.2011	Type	DZ	Company Code	1000
Posting Date	07.05.2011	Period	5	Currency	EUR
Document Number	INTERNAL	Fiscal Year	2011	Translatn Date	07.05.2011
Reference				Cross-CC no.	
Doc.Header Text				Trading part.BA	

Items in document currency

PK	BusA	Acct	EUR	Amount	Tax amnt
001	40	0001 0000113108 DteBk - checks recv		1,200.00	
002	19W	0001 0000010004 Walther Maschinenba		1,200.00-	

D 1,200.00	C 1,200.00	0.00	* 2 Line items
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Other line item

PstKy			SGL Ind	<input type="checkbox"/>	TType	<input type="checkbox"/>	New co.code	
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Bill of exchange report after posting PDC into the system on due date

Bill of Exchange List

 **Data Sources**

G/L account selection

Chart of accounts: INT to [] 

G/L account: 125000 to [] 

Company code: 1000 to [] 

Selection using search help

Search help ID: []

Search string: []

 Search help

Transaction Figures Selection

Fiscal Year: 2011 to [] 

Business area: [] to [] 

Ledger: []

Line item selection

Open items at key date: 07.05.2011 

Clearing date: [] to [] 

Further selections

With bill of exchange usage

Without bill of exchange usage

Cleared bills of exchange

Bill of exch.due date: [] to [] 

Bill/exch. usage indicator: [] to [] 

Bill liability bank acct no.: [] to [] 

Bill of exch.issue date: [] to [] 

Bill of Exchange List

IDES AG Frankfurt Ledger 0L Bill of Exchange List Time 09:04:05 Date 06.05.2011
RFWEK000/JJOSE Page 1

G/L acct	Short Text	DocumentNo	Due date	Pstng Date	Issue date	Used on	Usage	UDec.made by	Crcy	Amount in LC	Doc. Crcy	Amount
125000	Bills of exchange re	1400000002	07.05.2011	06.05.2011	06.05.2011				EUR	1,000.00		0.00
Customer.. 10004 Walther Maschinenbau GmbH München Issuer.... IDES AG Frankfurt Drawee... Walther Maschinenbau GmbH München Domicile.. SCB Tocat.												
*									EUR	1,000.00		

Customer Line Item after posting PDC into the system on due date

Customer Line Item Display

Data Sources

Customer selection
 Customer account: 10004 to []
 Company code: 1000 to []

Selection using search help
 Search help ID: []
 Search string: []
 Search help

Line item selection
Status
 Open items
 Open at key date: 07.05.2011
 Cleared items
 Clearing date: [] to []
 Open at key date: []
 All items
 Posting date: [] to []

Type
 Normal items
 Special G/L transactions
 Posted items
 Parked items
 Vendor items

List Output
 Layout: []
 Maximum number of items: []

Customer Line Item Display

Customer: 10004
 Company Code: 1000
 Name: Walther Maschinenbau GmbH
 City: München

Stat	Type	Doc. Date	Net due dt	Clearing	Amt in loc. cur.	LCurr	DocumentNo
	DR	06.05.2011	06.05.2011		800.00	EUR	1800000003
	DZ	06.05.2011	07.05.2011		1,800.00	EUR	1400000002
					1,800.00	EUR	
** Account: 10004					1,800.00	EUR	

Customer: *
 Company Code: *
 Name: *
 City: *

Stat	Type	Doc. Date	Net due dt	Clearing	Amt in loc. cur.	LCurr	DocumentNo
***					1,800.00	EUR	

Accounting impact in PDC process

1. Enter PDC into the system through T-code F-36
 PDC Receivable A/c will get debited and Customer A/c will get credited
2. On due date of PDC
 Bank A/c will get debited and PDC Receivables A/c will get credited

Related Content

<http://forums.sdn.sap.com/thread.jspx?messageID=10314756#10314756>

[Processing Postdated Checks](#)

For more information, visit the [Enterprise Resource Planning homepage](#).

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