# Sales and Distribution – Billing

## SPRO-> Sales and Distribution -> Billing



The billing document has a header and item level but no schedule line level. The billing document type is created using following menu path. (tcode: vofa)

## Billing -> Billing Document -> Define Billing Types

The SAP Standard uses the following billing types:

|  |  |
| --- | --- |
| F1 | Order related Invoice |
| F2 | Delivery Related invoice |
| F5 | Pro forma invoice for sales orders |
| F8 | Pro Forma invoice for deliveries |
| G2 | Credit Memo |
| L2 | Debit Memo |
| RE | Credit for returns |
| S1 | Cancellation Invoice |
| S2 | Cancellation Credit memo |
| IV | Inter-company billing |

Create Billing Document Types -> General Control

* SD document category for Invoice is M
* Transaction group 7 for invoice and 8 for pro forma invoice
* The invoice list type represents the document type that may be used to create invoice list for this billing document.

Create Billing Document Types -> Cancellation

* On cancellation of billing document type, system will use Cancellation billing type as well as copying requirements.
* The SAP standard invoice cancellation type for F2 billing document is S1

## Billing -> Billing Document -> Maintain Copying Control for Billing Documents

These copy control define copy rules for header and item level between sales documents.

* Header : Overview
* Header : Details
	+ Copying requirements: Copying requirements are routines that check certain requirements as a precondition for the copying process. For example, a copy requirement can be used to define whether a quotation may be copied into a standard order, or if text items are transferred during the copying of a delivery into a billing document. Copy requirements are an easy way to implement company specific business rules into R/3 that dictate situations that should prevent subsequent document creation.
	The tcode VOFM lists the routines for copying requirements, data transfer, requirements, and formulas.
* Item : Overview
* Item : Details
	+ Use pricing type as G (Copy pricing elements unchanged and re-determine taxes)

## Billing Document Creation and Usage

Menu Path : SAP Menu -> Logistics -> Sales and Distribution -> Billing -> Billing Documents

* VF01 – Create
* VF02 – Change
* VF03 - Display