

Master customer accounting



CF-45 2 Days (14 Hours)

Description

The sales-customer accounting process represents a major challenge for the company. Indeed, any 'non-quality' in the processing of information has damaging consequences for the company on: customer relations, compliance with payment deadlines, the reliability of accounts and internal relations within the company. This training provides you with technical knowledge in the legal, accounting and tax fields useful in your client accounting missions. It will allow you to be an essential and effective accounting player in the company's sales-customer process.

Who is this training for ?

For whom

Accounting employee in charge of monitoring customer accounts.

Prerequisites

None.

Training objectives

- Master the fundamentals of commercial contracts
- Participate effectively in the internal control system
- Record sales transactions
- Master the different payment methods and receivables financing operations
- Process VAT on sales transactions
- Evaluate and record closing operations in the customer sales process

Training program

Maîtriser les aspects juridiques de la relation client

- The basics of sales contracts.
- Invoicing: rules and methods.
- Methods of transmitting invoices (EDI, electronic, paper).
- Mandatory information on invoices.
- Clauses relating to payment: treatment of late payment interest.

Participer à la maîtrise des risques du processus vente Définir les caractéristiques d'un dispositif de contrôle interne.

- Identify the risks of the sales process.
- The different types of control.

Enregistrer les opérations de facturation, d'encaissement et de financement

- Recording of sales transactions: invoices and credit notes; RRR and discount; incidental costs; sales in foreign currencies.
- Master the characteristics of the different payment methods.
- Accounting for payments.
- Financing operations for customer outstandings.
- Accounting for unpaid debts.

Traiter la TVA sur les opérations de vente

- Principles of VAT: subjection, territoriality, rate, tax base, chargeable event and liability.
- Intra-community operations.
- VAT and unpaid debts.
- Consistency control: turnover declared and accounted for.

Participer à l'élaboration des arrêtés comptables

- Analyze and justify customer accounts.
- The rules for relating products to the financial year.
- Provisions for risks linked to sales.
- Depreciation and bad debts.