



How can quarterly reports be created?

- Information
- GS contact persons (I030)
- Suppliers in area (I040)
- Debit notes (I060)

Step 1: To create **quarter reports**, open the **Debit Notes (I060)** function in the Information section.

This function replaces the previous functions D504 and R601 and through it all machine generated invoices from IBL (DQM and REKLA) can be displayed.

Step 2:
The **search** can be limited:

In addition to the time period, the type of report (quarter reports or reports for separate plants), the application and, most recently, the business area can be selected.

In additional columns, you can search for invoice references and -numbers of the two business areas.

IBL > Information > Debit notes (I060)

From: January 2022
 Report selection: Quarter reports, Reports for separate plants
 Unit: July 2022

Search

Report	Supplier number	Invoice reference for car	Invoice reference for track	Invoice number for car	Invoice number for track	Credit number	Company	Application	Month	Quarter	Amount	Sum credit
	10000008	-	-	-	-	-	MBAG	DQM	-	2022 2	00.000000	-
	10000206	-	-	-	-	-	MBAG	DQM	-	2022 2	00.000000	-
	10000206	-	-	-	-	-	MBAG	DQM	-	2022 1	00.000000	-
	10000602	RE2206314	-	-	-	-	MBAG	Rakia	-	2022 1	00.000000	-
	10000602	-	-	-	-	-	MBAG	Rakia	-	2022 2	00.000000	-
	10000602	DQ2206054	-	-	-	-	MBAG	DQM	-	2022 1	00.000000	-
	10000602	-	-	-	-	-	MBAG	DQM	-	2022 2	00.000000	-
	10000610	-	-	-	-	-	MBAG	DQM	-	2022 2	00.000000	-
	10001006	-	-	-	-	-	MBAG	Rakia	-	2022 1	00.000000	-
	10001006	-	-	-	-	-	MBAG	Rakia	-	2022 2	00.000000	-
	10001006	DQ2206055	-	-	-	-	MBAG	DQM	-	2022 1	00.000000	-
	10001006	-	-	-	-	-	MBAG	DQM	-	2022 2	00.000000	-
	10001014	-	-	-	-	-	MBAG	DQM	-	2022 2	00.000000	-

If the 'Reports for separate plants' option is selected, a drop-down list for plant selection is additionally displayed.

The search is performed by **clicking the button**.

Step 3:
The **Report** column displays the icon for downloading the report.



- The **minimum claims limit** can only be displayed when searching for individual applications, as the minimum claims limit may differ between applications.
- Charges **less than 500,- Euro** will not be included in the invoice.

IBL Support
 E-Mail: ibl-support@mercedes-benz.com
 Tel: +49 (0)30 / 887 215 588

19.04.2022