Expense Purchase Orders

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A purchase order is a commercial document and first official offer issued by a customer indicating types and agreed prices for services.

Field	Type	Description
amount	number	Amount of the purchase order, inclusive of tax.
currency	string	Currency of the purchase order.
id	string	Identifier for the purchase order, unique to the purchase order in the accounting platform.
lines	array	An array of purchase order lines
billingAddress	object	An object of billing address
purchaseOrderDate	date	Date of the invoice as recorded in the accounting system.
dueDate	date	Date the purchase order is due to be paid by.
modifiedDate	date	Date the record was last updated in the accounting system.
paymentTerms	object	An object of Payment Terms applicable to the purchase order
vendor	object	An object of vendor associated with the purchase order
createdDate	date	Date the record was created in the accounting system.
bill	array	An array of bills associated with this purchase order
externalId	string	Friendly reference of the purchase order/reference of purchase order from an external system
status	string	Current status of this purchase order
taxAmount	number	Amount of tax on the purchase order.
taxCode	string	Default tax code applied to the purchase order.
description	string	The description / reference / notes associated with the purchase order
totalAmountDue	number	Total amount that is due on the purchase order
totalAmountPaid	number	Total amount that is paid on that purchase order
glPostDate	date	The date of posting of this transaction in the accounting system (General Ledger)
account	string	The General Ledger account in which this transaction is posted
exchangeRate	number	Rate between the currency of the purchase order and the base currency.
subTotal	number	Total amount of the purchase order excluding any taxes.
creditLimit	number	Current credit limit available from the vendor.

lines:

lines[*].department.id	string	The unique id of the department for which the services has been ordered.
lines[*].department.name	string	The name of the department for which the services has been ordered.
lines[*].description	string	The description / notes pertaining to the services
lines[*].location.id	string	The unique id of the location for which the services has been ordered.
lines[*].location.name	string	The name of the location for which the services has been ordered.
lines[*].customer.id	string	The unique identifier of the customer for whom the services is being procured.
lines[*].customer.name	string	The name of the customer for whom the services is being procured.
lines[*].subTotal	number	Amount of the line, inclusive of discounts but exclusive of tax.
lines[*].taxAmount	number	The total tax amount of the line
lines[*].taxCode	string	The applied tax code pertaining to the line
lines[*].taxName	string	The applied tax description pertaining to the line
lines[*].account	string	The applicable General ledger account where the line is recorded
lines[*].taxRate	string	The percentage of tax applied to the line
lines[*].totalAmount	number	The total amount of the line including taxes

lines[*].discountAmount	number	Numerical value of any discounts applied.
lines[*].discountRate	string	The total discount rate applied on this line
lines[*].id	string	The unique identifier of the line in the purchase order
lines[*].isTaxable	boolean	Indicator whether the line is taxable or not

billingAddress:

billingAddress.city	string	City of supplier's billing address
billingAddress.country	string	Country of supplier's billing address
billingAddress.id	string	Identifier of supplier's billing address in accounting system
billingAddress.line1	string	Address line1 of supplier's billing address
billingAddress.line2	string	Address line2 of supplier's billing address
billingAddress.phone	string	Phone number of supplier's billing address
billingAddress.postalCode	string	Postal code of supplier's billing address
billingAddress.province	string	Province of supplier's billing address
billingAddress.contact.firstName	string	First name of contact at supplier's billing address
billingAddress.contact.middleName	string	Middle name of contact at supplier's billing address
billingAddress.contact.lastName	string	Last name of contact at supplier's billing address
billingAddress.contact.salutation	string	Salutation / Title of contact at supplier's billing address
billingAddress.contact.email	string	Email of contact at supplier's billing address

paymentTerms:

paymentTerms.id	string	Identifier of the payment terms.
paymentTerms.name	string	Name of the payment terms.

vendor:

vendor.id	string	Identifier of the vendor
vendor.name	string	Name of the vendor
vendor.contact.address.city	string	The vendor contact person's city
vendor.contact.address.country	string	The vendor contact person's country
vendor.contact.address.line1	string	The vendor contact person's Address Line 1
vendor.contact.address.line2	string	The vendor contact person's Address Line 2
vendor.contact.address.postalCode	string	The vendor contact person's Postal Code
vendor.contact.address.province	string	The vendor contact person's Province
vendor.contact.email	string	The vendor contact person's email
vendor.contact.firstName	string	The vendor contact person's First name
vendor.contact.lastName	string	The vendor contact person's Last name
vendor.contact.middleName	string	The vendor contact person's Middle name
vendor.contact.mobile	string	The vendor contact person's mobile
vendor.contact.phone	string	The vendor contact person's phone number

bill:

bill[*].id	string	Unique Identifier of the bill