

How do I manage multiple invoices for same table in HDRestaurant?

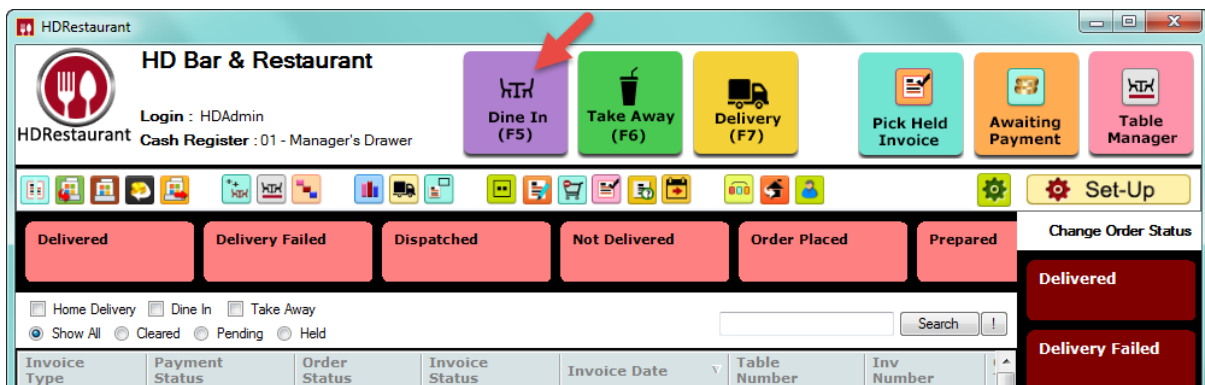


HDRestaurant Tutorials

In this tutorial, we will explain how to have multiple invoices on the same table even if the table is already occupied.

To create multiple invoices on the same table, follow the steps below

1. Run **HDRestaurant**.
2. Click on **Set -Up** on Restaurant Dashboard.



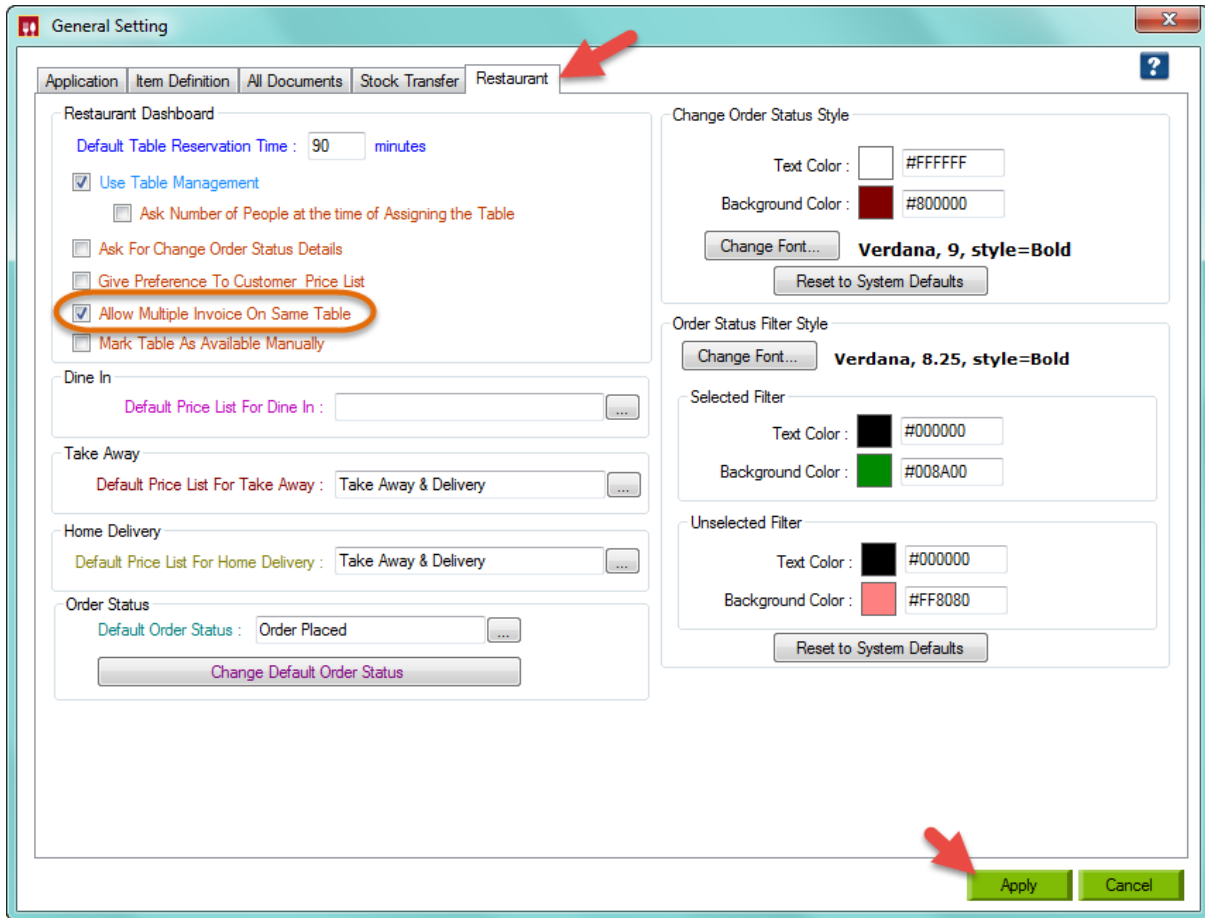
Note: You may not see Dine In option, if Startup Window is **Billing** or **Set Up**

3. From 1st page, go to the Settings, then from System Setting select General setting



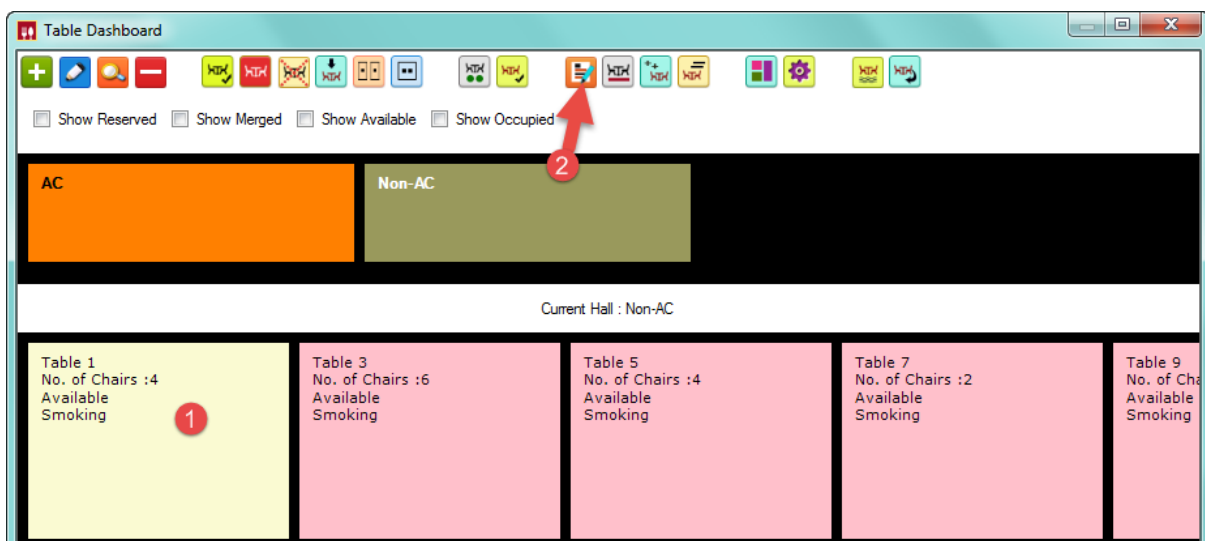
4. Select Restaurant option from the General Setting window then check the checkbox **Allow Multiple Invoice On Same Table** and click on **Apply** to save changes.





Note: Billing screen shown in above screen may differ depending on default billing you have configured in the system. The above billing screen is Pictorial Billing screen which is installation default.

5. Go back to Restaurant Dashboard and click on **Dine In** or press F5.
6. Select a table and click on **Create Invoice** or click on **Continue to Invoice**.





7. Select customer to place order and add items to sales invoice. Click on **Hold Invoice** or **Awaiting Payment**.

Pictorial Billing
HD Bar & Restaurant
Login : HDAdmin
Cash Register : 01 - Manager's Drawer
Invoice # : Hyp-100014
Date : 26/03/2018
Item Name :
Item Name Qty
Assorted Pakoras 1.00
Broccoli Paneer And P... 1.00
Chicken 65 1.00
Discount Included : 0.00
Total : 1,000.00
Quantity Total : 4
Customer : Prateek Shah
Sales Executive : Ashok Reddy
Buttons: Change Quantity, Show Offer, Hold Invoice, Remove Item, Cancel Invoice, Show Stock, Awaiting Payment, Express Pay (F5), Pay Now (F8), Estimate (F11), Save & Print Estimate (Alt F11)

8. Select the same table and click on Create Invoice or you can select Continue to Invoice.
9. Application will prompt below message. Click **No** if you want to create a new invoice. On clicking Yes, you can pick the existing invoice(s) for the table and you will see the window as shown below.

Question
? Table is already associated with invoice(s), If you want to pick existing invoice click on YES and for new invoice click NO.
Buttons: Yes, No, Cancel

Note: To pick an existing invoice, select the invoice from the list and click on **Select**.



10. Now select the Customer to place new order and add items sales. Click on Hold or Awaiting Payment.

The screenshot shows the 'Pictorial Billing' window for 'HD Bar & Restaurant'. The interface includes a menu grid with various food items like 'Adorable Fru...', 'Aloo Pyaz...', 'Amruth Fusio...', etc. On the right, an order summary panel displays the following items:

Item Name	Qty
Chicken Spring Roll	1.00
Chinese Spaghetti	1.00

The summary also shows a total of 425.00, a quantity total of 2, and a customer name 'Srinivasan Rao'. A 'Hold Invoice' button is visible in the summary panel.

11. Close Table Dash board window, you'll see Multiple orders running on same table.

The screenshot shows the 'HDRestaurant' dashboard. It features several status buttons: 'Dine In (F5)', 'Take Away (F6)', 'Delivery (F7)', 'Pick Held Invoice', 'Awaiting Payment', and 'Table Manager'. Below these are buttons for 'Delivered', 'Delivery Failed', 'Dispatched', 'Not Delivered', 'Order Placed', and 'Prepared'. A table at the bottom displays the following data:

Invoice Type	Payment Status	Order Status	Invoice Status	Invoice Date	Table Number	Customer Name
Dine In	Awaiting Payment	Order Placed	Saved	26/03/2018 04:51 PM	Table 1 - Non-AC	Srinivasan Rao
Dine In		Order Placed	Held	26/03/2018 04:49 PM	Table 1 - Non-AC	Prateek Shah

