Set a Layout and Template code on a vendor

Phase	Description	Navigation	
Open vendor card	On the vendor list Click on vendor NO. 	NO.	NAME
		10000 :	Tires and Tubes Inc.
		20000	The Axle experts
		30000	Rims and Spokes
Set a Layout and Template code on the vendor	 Click on Navigate Click on Vendor Click om Default Layout/Template Setup 	Vendor Ve	
	• Select document in Report ID		
	• Select Layout code, if necessary	REPORT NO.	×
	• Select Template code, if necessary	LAYOUT CODE	
	Repeat for other documents	REPORT TEMPLATE]

