Daily Sales

Financial Report

Financial recap of POS sales in the selected period — by payment method, clerk, delivery service and VAT rate.

Print dialog

The report is started from the **Menu > Overviews > Daily Sales** form with the icon, item *Financial Report*. The dialog *Financial Report - Select Output* opens with the following fields:

- ***{From date}*** and ***{To date}*** — the receipt issue period covered by the report; it is written into the report title. Today is offered by default.
- ***{Point of sale}*** — the point of sale whose receipts are covered. When the field is empty (the selection is cleared with the icon in the field), the report covers all points of sale of the department — see Locations.
- ***{Fiscalised Only}*** — checkbox. When ticked, the report covers only fiscalised receipts.

The icons for sending by e-mail, downloading and previewing on screen are common to all printouts and are described on Print language.

Report contents

The printout is divided into five sections, each ending with a **Grand total** line.

- **Method of Payment** — sales by payment method, with the columns **Net Total** (amount without VAT), **VAT** and **Total** (amount with VAT).
- **Clerks** — sales by the clerk who issued the receipts, with the same columns as the payment method section.
- **Delivery Service** — sales by delivery service, split by payment method in the columns **Cash**, **Cheque**, **Card**, **Other**, **Room No.**, **Bank Transfer**, **In Kind**, **PayPal**, **Payment** and **Compensation**. Delivery services are described on POS Receipts.
- **VAT %** — recap by VAT rate, with the columns **VAT Base**, **VAT** and **Total**.
- **VAT % by delivery/performance date** — the same recap by VAT rate, distributed by the date of delivery of goods or performance of the service.

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Last update: **21/10/2026 14:26**