

## Selecting between BillTo and SellTo when finding an email address

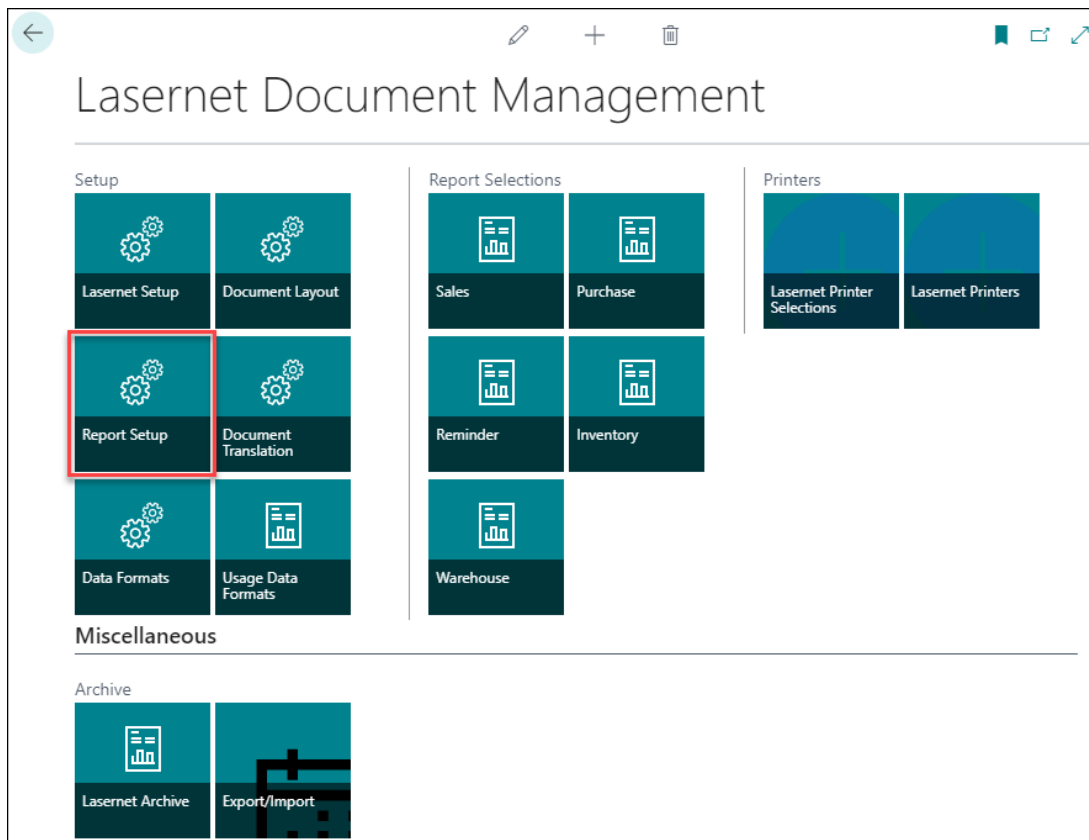
- 2023-10-17 - Comments (0) - Lasetnet BC Connector General Information

# Lasernet for Dynamics 365

Lasernet has an option to find the email address on either the SellTo or BillTo account. For example, on a salesorder, where you can select a BillTo account. Users can control if Lasernet should look for an email address on the BillTo account or SellTo account.

To do this, follow these steps:

1. Sign into the Dynamics 365 Business Central application.
2. Click **Lasernet Document Mgt.** and select the Report Setup cue from the Setup group.



3. From the list, locate the required report.

Lasernet Report Setup | Work Date: 1/26/2023

Search + New Edit List Delete Reset Report Setup Usage Data Formats

Document Type ↑	Report ID	Report Name	Active	Distribution Email
→ Sales Blanket Order	12060804	FPL Sales-Blanket Order	✓	Sell-to (Buy-from)
Sales Quote	12060801	FPL Sales-Quote	✓	Sell-to (Buy-from)
Sales Order	12060802	FPL Sales-Order	✓	Sell-to (Buy-from)
Sales Invoice	12060805	FPL Sales-Invoice	✓	Sell-to (Buy-from)
Sales Credit Memo	12060806	FPL Sales-Credit Memo	✓	Sell-to (Buy-from)
Sales Shipment	12060807	FPL Sales-Shipment	✓	Sell-to (Buy-from)
Purchase Blanket Order	12060813	FPL Purchase-Blanket Order	✓	Sell-to (Buy-from)
Purchase Quote	12060814	FPL Purchase-Quote	✓	Sell-to (Buy-from)
Purchase Order	12060803	FPL Purchase-Order	✓	Sell-to (Buy-from)
Customer Statement	12060810	FPL Sales-Statement	✓	
Issued Reminder	12060808	FPL Sales-Reminder	✓	Sell-to (Buy-from)
Sales Finance Charge	12060809	FPL Sales-Finance Charge Memo	✓	Sell-to (Buy-from)

Lasernet Archive Setup Manage

4. With the Distribution email column, select the drop-down list and switch to **Bill-to / Pay-to**.

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Sales Quote	12060801	FPL Sales-Quote	✓	Sell-to (Buy-from)
Sales Order	12060802	FPL Sales-Order	✓	Sell-to (Buy-from)
→ Sales Invoice	12060805	FPL Sales-Invoice	✓	Bill-to (Pay-to)
Sales Credit Memo	12060806	FPL Sales-Credit Memo	✓	Sell-to (Buy-from)

5. The email is via the BillTo account on the Sales Invoice / Sales Order instead of the SellTo account.

Dynamics 365 Business Central

Sales Order | Work Date: 1/26/2023

1015 - The Cannon Group PLC **SellTo account**

Process Report Release Posting Prepare Order Request Approval Print/Send Navigate Actions Related Reports Fewer options

Type	No.	Description	Location Code	Quantity	Qty. to Assemble to Order	Reserved Quantity	Unit of Measure Code	Unit Price Excl. VAT	Line Discount %
Item	1000	Bicycle	BLUE	1	1		PCS	4,000.00	

Subtotal Excl. VAT (GBP) 4,000.00 Total Excl. VAT (GBP) 4,000.00  
 Inc. Discount Amount Excl. VAT (GBP) 0.00 Total VAT (GBP) 1,000.00  
 Invoice Discount % 0 Total Incl. VAT (GBP) 5,000.00

Invoice Details > 14 DAYS

Shipping and Billing

Ship-to: Default (Sell-to Address) Location Code: BLUE  
 Contact: Mr. Andy Teal Shipment Date: 1/26/2023

Bill-to: Another Customer **BillTo account**  
 Name: Selangan Ltd.  
 Contact: Mr. Mark McArthur

Foreign Trade >

Details Attachments (0)

Sell-to Customer Sales History

Customer No.	0	1	14
Shipping Sales Orders	0	0	0
Shipping Sales Invoices	9	6	1
Posted Sales Orders	1		

Customer Details >

Customer No. 10000  
 Name The Cannon Group PLC  
 Phone No.  
 Email  
 ...