

# Who Owes You: Using the Accounts Receivable Aging Report

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We all know the old familiar phrase "Put that on my tab" - and we all know it means you'll likely need to follow up with some delinquent accounts from time to time. Whether you're waiting on one of your bulk purchasers to pay off an outstanding large delivery, or you're chasing down the last payment from a CSA share, you can use Farmbrite's **Accounts Receivable Aging Report** to see who owes you what, and how long they've had the balance. This can help you see who currently owes you the most, and who has been outstanding the longest.

You can run the report by navigating to Reports on your left menu, and then choosing Accounts Receivable Aging under the Accounting/Financial section. You'll see a grid showing a row for each customer with an outstanding balance. Each column to the right of the grid displays a balance from a different time period - 1-30 days, 31-60 days, 61-90 days, and more than 90 days ago. You will also see a row for total outstanding for each period.

The screenshot shows the Farmbrite dashboard interface. On the left is a sidebar menu with options: Schedule, Tasks, Livestock, Crops, Resources, Accounting, Market, Contacts, Farm Map, and Reports. At the top right, there is a search bar and user information for 'Chris'. The main content area features a notification for '1 Inventory Alert' and '2 Locations Ready to Graze'. Below these is a weather widget for Golden, Colorado, displaying a 'HIGH WIND WATCH' and a 6-hour hourly forecast.

Hourly	Daily	Map
7AM	8AM	9AM
10AM	11AM	12PM
13°F 2mph 0.14%	14°F 2mph 0.13%	15°F 0mph 0.08%
18°F 1mph 0.08%	21°F 2mph 0.08%	23°F 2mph 0%

In our example above, we can see that a few of our customers have owed balances for greater than 90 days. Decide who you want to follow up with first, and then click their name. You'll be brought to their orders page, where you can select the order, and then email them an invoice.

- Schedule
- Tasks
- Livestock
- Crops
- Resources
- Accounting
- Market
- Contacts
- Farm Map

**Reports**

[Back to Reports](#)

## Accounts Receivable Aging



Update Print Share

Customer	0-30 Days	31-60 Days	61-90 Days	91+ Days
Maurice Syzlak	\$64.75	\$104.25	\$415.95	0
Trey Gordon	0	0	\$95.20	0
Emmit Carter	0	0	0	\$119.40
Claudia Rosado	0	0	\$155.88	0
Linda Peterson	\$239.00	0	0	0
Carie Worthington	\$238.80	\$324.75	0	\$129.90
Greg Wallace	0	\$99.50	0	\$119.25
Karen Jones	\$179.40	0	0	0
<b>TOTAL</b>	<b>\$721.95</b>	<b>\$528.50</b>	<b>\$667.03</b>	<b>\$368.55</b>

Displaying all 9 entries

We hope this report helps you follow up on your delinquent accounts and collect your payments. [Reach out to us](#) if you have any other questions about this report.