How to View or Print a Layaway Statement and Receipts

Navigation: Layaway → History → open the layaway.

Statement

Select **View Statement** to show the full layaway account: merchandise, payments, and remaining balance. Print or share it when the customer needs a current account summary.

Payment receipt

Open the appropriate payment from the payment list to view or print its receipt. A receipt proves one transaction; a statement summarizes the overall layaway.

Revision #1
Created 2026-09-13 03:29:12 UTC by Sunny
Updated 2026-09-13 03:29:13 UTC by Sunny