

Review and create a vendor bill

Administrators and accounting users | Quick reference guide

1. Open the load billing review

Confirm the vendor or paid-through carrier and the intended bill amount.

2. Review line items and accounts

Check categories, descriptions, amounts, fees, and any defaults. Use category search to select the correct QuickBooks account.

3. Review before creating

Confirm BOL attachments where supported, then use the available create-bill action. Check the result before retrying.

Good to know

Customer invoices and vendor bills are separate records. Do not assume one action creates both.

Need help? support@herdhaul.com

Do not email passwords, private driver links, or BOL files.