

## How are discounts applied to invoices in Alma?

### Question

How to apply credits, or refunds from a vendor to an invoice in Alma?

### Answer

Credits or refunds can be applied by utilizing the "**discount**" Invoice Line type. A **positive** value will be **subtracted** from the invoice summary.

Otherwise, add a **regular** Invoice Line, with a **negative** value ("-").

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### Additional Information

Find here the Online Help: [Creating Invoices](#)

See a detailed How-To, here: "[How to create an invoice to enter a credit or an additional charge for a closed or open order](#)"

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- **Article last edited:** 01-JAN-2025