

QuickStore: Creating/Receiving a purchase order for a different store

Max Holden - 2023-01-20 - [Software](#)

The settings allow creation, receiving and adjustment... for a store and for other stores at a store

When a PO is created, the Ship To location is the location that must logically receive the PO because that is where the goods have been shipped.

Also, when creating a PO, you indicate what store's stock is to be updated by the receipt... this is the Default Add Store (F8-Store)

The Ship To location is selected by F2-Store to Assign Ship To

If you have the goods shipped to store #1, but indicate that the store's stock to be update is store #2 - then store #1 will receive it and the stock counts for store #2 will be updated -

Adding Purchase Order (New) Store# 1

Date: 12/01/11

Vendor: PRE

Clerk: Clerk

Ship:

Sold To: (PDSTX)

Ship To: Uniforms USA
2100 Republic Drive
Dallas, TX 75081

ship to not specified so ships to store that ordered it

T	Item No.	Item	Store	Qty	Rec	Stock	Oth PO	VStock	Cost	Total
	00106868	PRE	002	1					0.99	0.99
	00111830	PRE	002	1					2.75	2.75

Qty Ordered: 2

Qty Open: 2

Total: \$3.74

If you have goods shipped to store #2, but the Default Add Store is #1, then #2 must receive it, but it will add stock to #1 -

Adding Purchase Order (New) Store# 1

Date: 12/01/11

Vendor: PRE

Clerk: Clerk

Sold To: Uniforms USA
2100 Republic Drive
Dallas, TX 75081

Ship To (Store No. 2) (PDSTX)
Uniforms USA
123
Dallas, TX 75081

Next

OK

Cancel

Assign Ship To

F2-Store

F4-Customer

Default Add Store

F8-Store

1. Items 2. More

Scan/Qty: F7-Lookup (Alt + F7 Search)

Default Store - Store No. 1

T	Item No.	Item	Store	Qty	Rec	Stock	Oth PD	VStock	Cost	Total
	00106868	PRE	001	1		10			0.99	0.99
	00111830	PRE	001	1					2.75	2.75

Item

Print notes on the vendor's purchase order

Qty Ordered: 2

Qty Open: 2

Total: \$3.74

Show vendor stock

Show deleted

F9-Print

And you will see that if you order for #2 and ship to #2, store #2 must receive it and it will update stock for #2 -

Adding Purchase Order (New) Store# 1

Date: 12/01/11

Vendor: PRE

Clerk: Clerk

Sold To: Uniforms USA
2100 Republic Drive
Dallas, TX 75081

Ship To (Store No. 2) (PDSTX)
Uniforms USA
123
Dallas, TX 75081

Next

OK

Cancel

Assign Ship To

F2-Store

F4-Customer

Default Add Store

F8-Store

1. Items 2. More

Scan/Qty: F7-Lookup (Alt + F7 Search)

Default Store - Store No. 2

T	Item No.	Item	Store	Qty	Rec	Stock	Oth PD	VStock	Cost	Total
	00106868	PRE	002	1					0.99	0.99
	00111830	PRE	002	1					2.75	2.75

Item

Print notes on the vendor's purchase order

Qty Ordered: 2

Qty Open: 2

Total: \$3.74

Show vendor stock

Show deleted

F9-Print

When you look at the line item detail you will see the stores stock to be updated -

Changing Item (PRE-1870-BLK) Cost \$2.75

1. General 2. More

Item: Product Type: Stock

Item Entry

Vendor: PRE

Product: 1870-BLK

Quantity and Price

Qty: 1

Cost: 2.75

Total: 2.75

Store: 2

Item Details

Desc: SCISSORS

Delivery Information

Rec: 0

Open: 1

OK

Cancel

More Detail