

Sage Line 500 - Branch Inventory Transfer Management

This module provides functionality to control the internal movement of stock from one location to another by raising transfer notes. The Telesales Order Entry module is a pre-requisite.

Records Kept

Branches

- Set up details of each internal branch or department, recording location information and contact details. These will frequently correspond to warehouses already defined in the Inventory Control module.

Transfer notes

- Record details of products to be transferred as if this were a sales order for an external customer.
 - At header level, record details of the receiving branch, including branch code and address.
 - For each product, record the quantity and cost, which is taken from the stock value.

Goods in transit

- Automatically record the following information for products in transit:
 - Transfer note number, transfer reference and transfer date
 - Sending branch and receiving branch
 - Product code, quantity sent and unit cost
 - Quantity received

Tasks Supported

Enter transfer notes

- Enter a transfer note for each shipment of products, viewing and allocating available stock.

Print picking lists and despatch notes

- Prepare picking lists for one or a range of transfer notes.
- Print despatch documentation to accompany the goods during transfer.

Confirm despatch

- As the goods leave the warehouse, confirm the products, quantities and batches despatched.
- If necessary, re-print the despatch note where quantities or batch information has been changed.
- Record the items as in transit.

Record receipt of the goods

- In the receiving location, record the quantities received, either by displaying all the items in a transfer and confirming this, or by entering partial receipts.
- Where the receiving location is a warehouse in the Inventory Control module, create a goods receipt transaction automatically and update the quantity in stock.
- For an individual user, restrict receipt to a single warehouse.

Track stock in transit

- Use the data on goods in transit to track the items during the potential time delay between the stock leaving one location and arriving at its destination.

Automatic Replenishment

- Use the Telesales Product Pad facility to generate a list of products recommended for replenishment, for instance where satellite sites are re-stocked from a central warehouse.
- Display this list in Transfer note entry and either confirm or amend the products and quantities proposed.

Reporting

- The standard Inventory Control Stock Audit Trail report will include the stock movements generated by this module.
- Define your own reports for stock-in-transit tracking using the standard system tools, to aid period-end reconciliation.

Housekeeping

Transfer note cleardown

- Use the Transfer Note Cleardown program to delete Transfer Notes by cut off date when they are no longer required.

Integration with other modules

Inventory Control

- All stock movements are recorded in the Inventory Control module.

General Ledger

- Stock movements generate General Ledger postings based on the Inventory Control mapping files.

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