

2006-116 - Add a Supplier Restocking to a Purchase Invoice

Add a Supplier's restocking fee to a purchase - this must be done in the 'Purchase Invoice' window via the **Freight** icon. You can either utilise the Freight icon and edit the account code in the invoice as shown below,

Purchase Invoice (GST)

Order No: 8057 Supplier Code: STATEWIDE_METAL_SUP Supplier Name: Queensland Metal Supplies Pty Ltd Div: 1 Currency: USD

Material	T	U	Description	Job Tic	Job Qty	Act Qty	Unit Price	Tax	Total Unit	Due Date	Acc
1	OPTO50011111	M	LG Galvanised Box steel 30k		.0000	10.0000	20.0000	2	200.00	23/02/11	6-1222
2	OPTOIGHT	M	EA FREIGHT CODE for deliv		.0000	1.0000	25.0000	2	25.00	22/02/11	

Account Code

Acc Code	Acc Description	Acc Type	Div	MYOB UID	XERO UID
4-1650	MYOB Cloud Subscription Fees	Income			
5-1100	Equipment	Cost Of Sales			
5-1150	Additional User Licences Purch	Cost Of Sales			
5-1200	Materials - Stock	Cost Of Sales			
5-1600	Revelation Licence Fees Purch	Cost Of Sales			
6-1160	Freight Paid	Expense			
6-1222	Materials Purchases	Expense			
6-3140	Sub-Contractors	Expense			
6-5110	Staff Expenses	Expense			

Fully Delivered No Invoices

Calculated Invoice Total Excl: \$0.00 Entered Total Excl: \$0.00

Freight Surcharge

OR create a dummy part for the Supplier's Restocking Fee

Material

Material Code: OPTO_RESTOCK Material Description: SUPPLIER RESTOCK FEE Rev: Date Entered: 30/05/2012

Active Inventory Item Actual Purchase in Multiple Dummy Pre Order Emp: 32 Larry Moreton

Fill to Maximum Auto Order Job Group Qty in Multiple Web Site Pur UoM 2

Material Group: 90 Production Charge: 1.0000 UoM 1: EACH UoM 2: Thick Lead/T: 1

Supplier Code	Sup Mat Code	Supplier Description	Date Price	UoM 1 Price	UoM 2 Price	Pref.	QPrf
PHAM-SUPP	SUPP_RESTOCK	SUPPLIER RESTOCK FEE	30/05/12	1.0000		Yes	Yes

Sub Material Group: Spacing: Border: Last Purchase Price: \$25.0000 2400% 18/05/2012 .00 Avg Price: \$25.0000 Std Price: \$25.0000

Inventory: On Hand: .0000 Bin Location: Used In: Allocated: .0000 Plan: .0000 .0000 0 Available: .0000

Purchasing: Min Order: .0000 Max Level: .0000 Safety Level: .0000 Reorder Level: .0000 Stock Type: On Order: .0000 To Order: .0000

UOM Conversion Factor: UoM2 > UoM1: Margin: -1523.38 1.54 Sell Price: 1.5400

Account Details: Purch Acc: Sales Acc: Asset Acc:

and change the information in the 'Parameter - PURCHASE' window.

Parameters - PURCHASE

General Print Export Setup Auto Order

Purchase Defaults: [2] Currency [3] No Add, Add Duty, Add Duty + Freight

Account Code: 6-1222 [2] No Division, Division [2] Use Line Division

Tax Code: 2 [2] Supplier Info [2] Add Emp Div

Unit Code: EA [2] Select Active Material/Part ONLY [2] Add Part Code to Sub Cont Desc

Currency: AUD [2] Warning for Stock Enter [2] Upd RFQ to Job/Tickets

Freight Code: OPTO_RESTOCK [2] Do Not update UOM2 Price [2] Use Rev in Pur Order

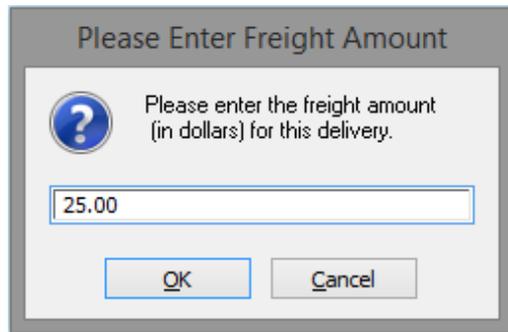
Surge Charge: [3] No Trans, Use Mat/Parts Inv Flag, all Trans [2] Edit Purch Freight Calc

Def Div: [3] No Alt, Alt-Pickup, Alt-Send To [2] Add Parts Material Kit

[3] Next Tab SubWc, Date Entered, Attention [2] Don't check Supplier

[3] E-mail, Tick e-mail [2] Print Signature Picture

Receive the materials or credit as normal and open the purchase invoice and then click on Freight icon. Follow the prompts and enter the restocking fee amount and click **OK**. If there are multiple deliveries for the invoice, a message will ask you which delivery the fee is to be applied too. Otherwise it will just display the one delivery.



The Restocking fee is added to the purchase, finish the purchase invoice as normal.

Purchase Invoice (GST)

Order No: 8057 Supplier Code: STATEWIDE_METAL_SUP Supplier Name: Queensland Metal Supplies Pty Ltd Div: 1 Currency: USD

Use Client Order Terms: Show Div line Outstanding Deliveries

Details More Info

	Material	T	U	Description	l...	Job Qty	Act Qty	Unit Price	Tax	Total Unit	Due Date	Acc
1	OPTO50011111	M	LG	Galvanised Box steel 3000 x 20		.0000	10.0000	20.0000	2	200.00	23/02/11	6-1222
2	ORTOGHT	M	EA	FREIGHT CODE for delivery 1		.0000	1.0000	25.0000	2	25.00	22/02/11	6-1222
3	OPTO_RESTOCK	M	EA	SUPPLIER RESTOCK FEE for deliv		.0000	1.0000	25.0000	2	25.00	22/02/11	6-1222

You must remember to change the parameter settings back to the Freight material and the correct account.