

HANDLING OF ITEMS ON DEPOSIT FOR RETURN

PREFACE

This is the reference guide for handling of items on deposit for return, for IQ Business & IQ Enterprise software systems.

The document will aid in understanding and configuration of the handling of items on deposit for return, for it to function correctly.

Although every effort has been made to keep this document up to date, some of the screen examples may not be 100% the same as the ones reflected in previous versions of IQ Enterprise & IQ Business. This is due to the continuous development and improvement of IQ Enterprise & IQ Business.

Unfortunately, there will be a discrepancy from time to time. We do apologize for the inconvenience that it may cause.

Should you feel that the handling of items on deposit for return document is inadequate or requires further explanation or more and better examples, please feel free to email us.

We would love to have some feedback to improve the handling of items on deposit for return document in some way or another.

Regards,

IQ Retail (PTY) LTD



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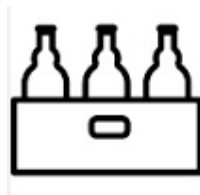
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INTRODUCTION

This document is prepared to explain the handling of items on deposit for return in the IQ Enterprise and IQ Business systems. In other words, this document explains how to handle and keep track of empty containers, that are refunded on their return.



SETUP

For the IQ Enterprise & IQ Business systems to handle single, packs and cases of the same item, cascading items must be enabled in Default Settings (1) in Company Details. A few items also must be created in Stock Maintenance.

DEFAULT SETTINGS (1)

From the IQ main menu → Utilities → Setup → Company Details → Default Settings (1) tab and tick the option “Enable Cascading items” and Click on the Accept button at the bottom of the screen to save the setting.

Enabling cascading Items, enables you to link Sub items (bulk item) to report to Main Items (usually singles) i.e. One Case of 24 Cokes reports to a single can of Coke.

Company Details | Company Logo | Control Numbers | **Default Settings (1)** | Default Settings (2) | Enterprise Settings | Closing Dates | Integration Accounts | Tax Rates | EMail | Extra Charges | Month End

Default Settings - Page 1

To quickly find an option, start typing. Up and down arrows move between highlighted items.

<input type="checkbox"/> Print Debtor Receipts	<input checked="" type="checkbox"/> Force Negative stock check in RTS	<input checked="" type="checkbox"/> Enable Tender Screen Security
<input type="checkbox"/> Print Creditor Payments	<input checked="" type="checkbox"/> Enable stock custom line colours	<input type="checkbox"/> Enable Supervisor Overrides on Tender Screen
<input checked="" type="checkbox"/> Enable Cascading Items	<input checked="" type="checkbox"/> Allow preview on documents	<input type="checkbox"/> Stock Adjustment Confirmation
<input checked="" type="checkbox"/> Enable Serial Numbers	<input checked="" type="checkbox"/> Do credit control on sales orders	<input type="checkbox"/> Link Major and Minor Departments
<input type="checkbox"/> Disable Serials in Job Cards	<input checked="" type="checkbox"/> Disable sales order control on COD Accounts	<input type="checkbox"/> Link Minor Departments and Stock Categories
<input type="checkbox"/> Strict Serial Number Checking	<input type="checkbox"/> Enable sales order picking slips	<input type="checkbox"/> Link Stock Categories and Stock Ranges
<input checked="" type="checkbox"/> Enable Colours and Sizes	<input checked="" type="checkbox"/> Update work in progress in ledger	<input checked="" type="checkbox"/> Enable Quotes & Purchase Order Indicator
<input type="checkbox"/> Ask for password continuously	<input type="checkbox"/> Disable Credit Limit Check in Quotes	<input type="checkbox"/> Link Job card Number to Purchase Order
<input type="checkbox"/> Do Sellprice Maintenance In Processing	<input checked="" type="checkbox"/> Disable Credit limit Check in Job Cards	<input checked="" type="checkbox"/> Limit Quantity on GRV from Purchase Order
<input type="checkbox"/> Automatically print Labels	<input type="checkbox"/> Disable Credit limit Check in Sales Orders	<input checked="" type="checkbox"/> Enable External Charges
<input type="checkbox"/> Print GRV Labels after Purchase Order Processing	<input type="checkbox"/> Show Line Comments in Invoicing	<input checked="" type="checkbox"/> Disable Dot Matrix Advanced Printing Options
<input type="checkbox"/> Automatically print new Shelf Talkers	<input type="checkbox"/> Show Line Comments in Credit Notes	<input checked="" type="checkbox"/> Enable Weekly Age Analysis Reports
<input type="checkbox"/> Control both weight and Units	<input type="checkbox"/> Show Line Comments in Sales Orders	<input checked="" type="checkbox"/> Show Auto Generated Relations
<input type="checkbox"/> Enable multiple stock warehouses	<input type="checkbox"/> Show Line Comments in Purchase Orders	<input checked="" type="checkbox"/> Do order control on purchase orders
<input type="checkbox"/> Stock Warehouse per line Item	<input type="checkbox"/> Show Line Comments in Quotes	<input type="checkbox"/> Print Debtors Receipts in Invoicing
<input checked="" type="checkbox"/> Enable Stock Lookup Description Generator	<input checked="" type="checkbox"/> Show Line Comments in Job Cards	<input type="checkbox"/> Enable Deliveries and Collections
<input checked="" type="checkbox"/> Check terms in Sales	<input type="checkbox"/> Show Line Comments in GRV's	<input type="checkbox"/> Show Supplier Code in Processing Module
<input checked="" type="checkbox"/> Show all prices in Invoicing	<input type="checkbox"/> Show Line Comments in RTS's	<input checked="" type="checkbox"/> Check for Duplicate Order Numbers in Processing Module
<input checked="" type="checkbox"/> Post All Invoices/Credit notes to POS	<input checked="" type="checkbox"/> Enforce Price Lists if they exist	<input type="checkbox"/> Stock Multiple Bin Locations
<input type="checkbox"/> Lock Date in Processing Module	<input checked="" type="checkbox"/> Save History In Processing Module	<input checked="" type="checkbox"/> PDF Exports - Use Embedded Fonts
<input type="checkbox"/> Invoice Date defaults to Sales Order Date	<input checked="" type="checkbox"/> Automatically Log Off Supervisor after Invoice	<input checked="" type="checkbox"/> Use Rep Per Line Item In Processing Module
<input type="checkbox"/> GRV Date defaults to Purchase Order Date	<input type="checkbox"/> Allow Quotes on Inactive Accounts	<input type="checkbox"/> Auto-Populate Account Numbers

Accept

MODULE PARAMETERS

You must set up a negative department, which can be used for the processing of empties, returns or item deposits.

To set up a Negative Department, from the IQ main menu → Utilities → Setup → Module Parameters → Stock Tab → Major Departments. Create the department as normal, but remember to enable the option for by ticking the box.

Department Name	012
Description	CRATE - BOTTLE
Ledger Department	CORP

Local Sales Account	2000.000.000.00
Export Sales Account	2000.000.000.00
Cost Of Sales Account	1000.000.000.00
Stock Account	3500.000.000.00
Purchases Account	1305.000.000.00
Cost Of Sales Adjustment	1000.000.000.00
Default Rep	

Maximum Grv Variance%	0.00
Apply Maximum Var	<input type="checkbox"/> Tick for Yes
Negative Department	<input checked="" type="checkbox"/> Tick for Yes
Auto Re-ordering Method	Replenishment
No Commission	<input type="checkbox"/> Tick for Yes
Target GP%	0.00

Posting Method	<input checked="" type="radio"/> Perpetual Stock Control (Post Sales/Stock/Costofsales) <input type="radio"/> Periodic Stock Control (Post Sales/Purchases Only)
Company Default	Perpetual Stock Control (Post Sales/Stock/Costofsales)

Cancel
 Accept

Stock items linked to a negative department (module parameters) have a reversed effect of the transaction on the stock and ledger accounts. It is used to keep track of empty containers that are refunded on their return.

Example: Processing empties, returns or item deposits, is to enter the quantity of the crate for the negative item when invoicing a case of cold drinks and the client returns an empty crate.

The empty crate would be entered on the invoice as a positive quantity (using the negative item code) and the case of cold drinks would be entered as per normal. The system displays the quantity as negative on the screen and on the slip. When the invoice is processed, the system will increase the On-Hand quantity for the empty crate received and reduce the cold drinks.

Tax Invoice			
Till 1 Sale # 147		14:12:05	11/04/2018
Code	Description	Qty	Total
COK002	COKE CASE (1	500.00
EMC006	EMPTY CRAT	-1	-20.00
Vat Included			62.61
Subtotal			480.00

STOCK MAINTENANCE

The system caters for multi relational products, when an item is purchased in bulk and then broken into separate packs or sub-items that are sold as individual products. The On-Hand quantity and all the transactions on the cascading items will only reflect on the Main Item.

Stock items can be associated with other stock items, to be automatically processed if the main item is processed. For example, if a case of cold drinks is sold, the system will automatically add the crate to the document.

To explain the whole process, the following stock items were created in Stock Maintenance:

Code	Description	Barcode	Main Supplier	Supplier Code	Dept	Bin	PackSize	ORD_LVL	ORD_QU
COK001	COKE BOTTLE - SINGLE	COK001	ABC001	C1	001	FR1	1	320.0000	48.00
COK002	COKE BOTTLE - CASE	COK002			001	FR1	24	0.0000	0.00
COK003	COKE BOTTLE 330ML - 6PACK				001	FR1	6	0.0000	0.00
▶ COKE001	COKE CAN 330ML	COKE001	STAR001		001		0	0.0000	0.00
CRA001	CRATE (Associated Item)	CRA001			001		0	0.0000	0.00
EMC006	EMPTY CRATE (BOTTLES)	EMC006			012		0	0.0000	0.00

MAIN ITEM

The single item is usually setup as the Main Item, which is linked to the bulk items as the sub-items.

The screenshot shows the 'Stock Details' tab for item COK001. The 'Report to Item' field is highlighted with a pink box and a callout bubble containing the text: "The smallest item should not have any Report to Item entered." The interface includes various fields for item details, pricing, and reporting options.

NOTE: Please remember to make sure that the smallest item (single Coke) does not have any information entered in the Report To Item field.

SUB-ITEM

The conversion rate is very important when using cascading items. To determine the conversion rate to use when using cascading items, is calculated as follows: The item with the biggest pack size: Coke Case = 24, divide that by the item with the smallest pack size: Coke Single. The result is 24, thus will the conversion rate be 24 for the Coke Case.

The screenshot shows a 'Stock Details' form for item COK002. The 'Report to Item' field is set to COK001 and the 'Item Conversion Rate' is 24.000000. A callout box highlights these fields with the text: "The Item must report to the main item (Single) and the correct Conversion Rate must be entered." Other fields include 'Description: COKE BOTTLE - CASE', 'Major Department: 001', 'Minor Department: 0001', 'Pack Size: 24.000000', and 'Unit of Measure: Units'.

The same can be done for the 6 Pack of Coke. The conversion rate on the 6 Pack will however be 6 and the main item is still the Single Coke.

NOTE: An item can only be cascaded if the item has a zero (0) On Hand. If the item does have stock On-Hand, a stock adjustment must first be done, to zero the On-Hand. Only after the On-Hand has been zeroed, can the item be cascaded.

ASSOCIATED ITEM

To associate one item with another, there is an additional tab on Stock Maintenance named "Associated Items". This section of stock Maintenance allows you to link one stock item to another (excluding linking of an item to itself). You can specify the price (either Inclusive / Exclusive), Quantity and Line Discount for the item. The associated items feature can be enabled / disabled per stock item and for each of the various processing modules. For example: this allows you to make use of Associated Items during GRV's and Invoices, and to disable the feature for all the other modules.

The effect of using associated items, is when ringing up the main item (to which other items have been linked), the linked items will automatically be added to the document.

NOTE: The quantity entered on the linked item (in the Stock Association Section of Stock Maintenance) will be multiplied to the quantity of the main item that has been rung up on the document.

EXAMPLE: Edit the Case of Coke (Item COK002) → select the Associated Items Tab. Enable the Processing modules where the Association should be allowed → add the Association Item (the Crate).

Stock Details | Stock Pricing | User Defined Data | Multiple Barcodes | Item Suppliers | Additional Details | **Associated Items** | Transaction History | Ordering

Associated Items

Enabling this feature allows you to add associated items to this stock item. These items will be automatically added to your document when adding the main stock item. You can add your items in the Items layout below by using the Add, Edit and Delete buttons.

Enable Processing of Associated Items In Modules
 Allocate Non Stock Cost to Main Item

Item Details

Code	Description	Price Exc	Price Inc	Quantity	Discount %	Total Exc	Total Inc
CRA001	CRATE (Associated Item)	21.74	25.00	1.0000	10.00	19.57	22.50

Add Edit Delete Apply To Many

Show Hints Accept

NOTE: You can add more than one associated item, to one main item.


IMPORTANT: Negative stock items cannot be associated with other items.

NOTE: Unwanted Associated Line Items can be deleted if not required, before the document is finalised or processed.


NEGATIVE ITEM

Example: Processing empties, returns or item deposits, is to enter the quantity for the negative item when invoicing a case of Coke and the client returns an empty crate. The empty crate would be entered on the invoice as a positive quantity (of the negative item) and the case of Coke would be entered as per normal. When the invoice is processed, the system will increase the On Hand quantity for the empty crate received and reduce the quantity of Cokes.

Stock Details		Stock Pricing		User Defined Data		Multiple Barcodes		Item Suppliers		Additional Details		Associated Items		Transaction History		Ordering	
Item Code		EMC006															
Description		EMPTY CRATE (BOTTLES)															
Alternative Description																	
Item Category		Stock Item															
Major Department		012		CRATE - BOTTLE													
Minor Department		0009		Empty (Negative)													
Categories																	
Ranges																	
Cycle																	
Barcode		EMC006															
General Code																	
Stock Type																	
Colour		0		Not Defined													
Size		0		Not Defined													
Line Colour Type																	
Item on Hold		<input type="checkbox"/> Click for Options															
Allow Discount		<input type="checkbox"/> Click for Options															
Section 7 Exempt		<input type="checkbox"/> Tick for Yes															
DC Item Code																	
Life Time (Days)		0															
Storage / BIN Location																	
Pack Description																	
Pack Size		0.000000															
Unit of Measure(Holding)		Units															
Unit of Measure(Input)																	
Disallow Decimals		<input checked="" type="checkbox"/> Tick to Disallow															
Status																	
Default Line Rep																	
Vat Rate		1															
Store Serial Numbers		<input type="checkbox"/> Tick for Yes															
Scale Item		<input type="checkbox"/> Tick for Yes															
Report to Item																	
Under Batch Control		<input type="checkbox"/> Tick for Yes															
Override GRV Label Qty		<input type="checkbox"/> Override														0	
ABC Classification		Not Defined															
Exclude from Extra Charge		<input type="checkbox"/> Tick for Yes															
Cost Allocation on GRV																	
Generic Type																	
Brand																	
Model																	
Technical Specifications																	
Supplier Hierarchy																	
Supplier Department																	
Tariff Code																	
Material																	
Assembly Type																	
Import Type																	
Color Detailed																	
Inco Terms																	
Guarantee Terms																	
Buyer																	
Allow Selling under cost		<input type="checkbox"/> Tick for Yes															



Show Hints



Accept

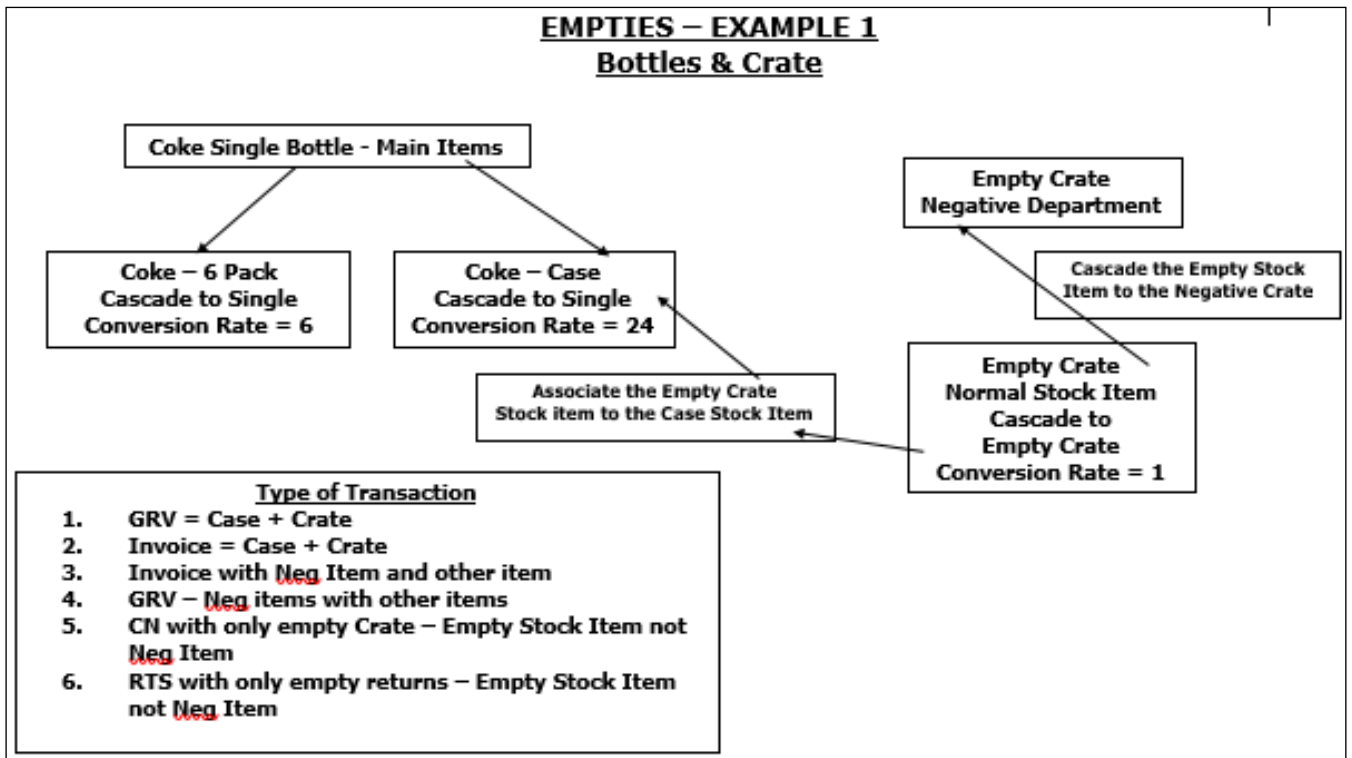
A negative item alone can't be invoiced or received alone, the system will not allow a negative total on an invoice or a GRV.

We have therefore created an extra stock item (CRA001) which is cascaded to the Negative Item at a 1:1 ratio.

Item Code: CRA001		Default Line Rep: [v]	Vat Rate: 1
Description: CRATE (Associated Item)		Store Serial Numbers: <input type="checkbox"/> Tick for Yes	Scale Item: <input type="checkbox"/> Tick for Yes
Alternative Description: [v]		Report to Item: EMC006	Item Conversion Rate: 1.000000
Item Category: Stock Item		Override GRV Label Qty: <input type="checkbox"/> Override: 0	ABC Classification: Defined
Major Department: 001 [v] Coke		<p>The Item must report to the negative item and the correct Conversion Rate to use is 1:1.</p>	
Minor Department: 0009 [v] Empty (Negative)			
Categories: [v]			
Ranges: [v]			
Cycle: [v]			
Barcode: CRA001			
General Code: [v]			
Stock Type: [v]			
Colour: 0 [v] Not Defined			
Size: 0 [v] Not Defined			
Line Colour Type: [v]		Generic Type: [v]	Brand: [v]
Item on Hold: <input type="checkbox"/> Click for Options		Model: [v]	Technical Specifications: [v]
Allow Discount: <input type="checkbox"/> Click for Options		Supplier Hierarchy: [v]	Supplier Department: [v]
Section 7 Exempt: <input type="checkbox"/> Tick for Yes		Tariff Code: [v]	Material: [v]
DC Item Code: [v]		Assembly Type: [v]	Import Type: [v]
Storage / BIN Location: [v]		Color Detailed: [v]	Inco Terms: [v]
Pack Description: [v]		Guarantee Terms: [v]	Buyer: [v]
Pack Size: [v] 0.000000		Allow Selling under cost: <input type="checkbox"/> Tick for Yes	
Unit of Measure(Holding): Units [v]			
Unit of Measure(Input): [v]			
Disallow Decimals: <input checked="" type="checkbox"/> Tick to Disallow			
Status: [v]			

This Stock Item CRA001 will not have any On Hand quantities and all the transactions will be reflected on the Negative Item (EMC001).

DIAGRAM OF HOW THE STOCK ITEMS FIT TOGETHER:



PROCESSING OF ITEMS ON DEPOSIT FOR RETURN

GOODS RECEIVING

When you order Coke from the supplier, the supplier invoice will state that there was quantity bottles Coke and they were packed in quantity crates.

EXAMPLE 1

For this example, the supplier delivered the ordered 240 bottles of Coke and they were packed in 10 crates.

Code	Description	Type	Unit Price	Additional Cost (Excl)	Qty	Disc %	Total
COK001	COKE BOTTLE - SINGLE	CL	10.00		240.0000	0.00	2 400.00
CRA001	CRATE (Associated Item)	CP	6.00		10.0000	0.00	60.00

You must GRV the bottles of Coke and the crates received. Complete the GRV by using the single item code and the Crate (associated) item to enter the stock into the On-Hand quantities.

NOTE: At this stage, the system only allows you to setup auto-ordering formulas on the single (main) stock item.

EXAMPLE 2

Code	Description	Type	Unit Price	Additional Cost (Excl)	Qty	Disc %	Total
COK001	COKE BOTTLE - SINGLE	CL	10.00		240.0000	0.00	2 400.00
CRA001	CRATE (Associated Item)	CP	6.00		10.0000	0.00	60.00
EMC006	EMPTY CRATE (BOTTLES)	CP	6.00		-3.0000	0.00	-18.00
*			0.00		0.0000	0.00	0.00

If you have a few empty crates which must be returned to the supplier, those crates can be entered on the GRV too. Enter the empties to return on an extra line and use the negative item code.

The GRV document will display each line individually, thus will you know that 240 bottles of Coke and 10 Crates were received from the supplier. It also displays that 3 Empty Crates were returned.

Account No	GRV Date	Order Number	Representative	GRV Number	Page
ABC001	12/04/2018		1	GRV 120	1 of 1

Item Code	Description	Quantity	Unit Price	Disc %	Vat %	Line Total
COK001	COKE BOTTLE - SINGLE	240.00	10.00	0.00%	15.00%	2 400.00
CRA001	CRATE (Associated Item)	10.00	6.00	0.00%	15.00%	60.00
EMC006	EMPTY CRATE (BOTTLES)	-3.00	6.00	0.00%	15.00%	-18.00

The result of the processed GRV document is as follows:

CODE	DESCRIPT	BARCODE	DEP...	PACKSIZE	AVRG COST	SELLPRI...	ONHAND
COK001	COKE BOTTLE - SINGLE	COK001	001	1.00	10.00	13.04	240.0000
COK002	COKE BOTTLE - CASE	COK002	001	24.00	240.00	434.78	0.0000
COK003	COKE BOTTLE 330ML - 6PACK		001	6.00	60.00	21.74	0.0000
COKE001	COKE CAN 330ML	COKE001	001	0.00	3.00	8.70	0.0000
CRA001	CRATE (Associated Item)	CRA001	001	0.00	6.00	21.74	0.0000
EMC006	EMPTY CRATE (BOTTLES)	EMC006	012	0.00	6.00	17.39	7.0000

NOTE: There is no On-Hand quantity on the cascading items for the Coke, the On-Hand is only displayed on single (main) item.

There is no On-Hand quantity displayed on the Crate (associated) item. All the crates are displayed on the empty crate (negative) item.

This makes it easier to count the crates and the Coke bottles.

EXAMPLE 3

You have a few crates that must be returned to the supplier. The system will not allow you to process a GRV with a negative total. Thus, can the GRV be processed for the goods received and a Returned Goods to supplier be done.

Document Details

<p>Account Details Account No: ABC001 Name and Address Details: ABC Whole Sales 45 Orange Road Somerset West Tel: 0218885555 Email: abc@somewhere.co.za VAT: Return Disc % 0.00</p>	<p>Return Details Return Date: 12/04/2018 Orig. Doc No: GRV121 Return Number: Delivery Method: Order Number: VAT Type: 1 Supplier Credit Note: Return Memo: Delivery Note No:</p>	<p>Additional Details Store Department:</p>	<p>Totals Return Inclusive: <input type="radio"/> Yes <input checked="" type="radio"/> No Internal Order No: Goods Total: 18.00 Discount Amnt: 0.00 Vat Amount: 2.70 Total Quantity: 3.00</p>
---	---	---	--

Code	Description	Type	Unit Price	Additional Cost (Excl)	Qty	Disc %	Total
CRA001	CRATE (Associated Item)	CL	6.00		3.0000	0.00	18.00
*			0.00		0.0000	0.00	0.00

You have to use the crate (associated & positive) item on the returned goods document.

NUMBER	CODE	TXDATE	REFERENCE	DC	TCODE	AMOUNT	GLAUDIT	QUANTITY	ONHAND
1670	EMC006	12/04/2018	GRV121	D	PU	60.0000	787	10.0000	10
1671	EMC006	12/04/2018	GRV121	D	PU	-18.0000	787	-3.0000	7
1672	EMC006	12/04/2018	RTS32	C	RT	18.0000	788	3.0000	4

On the stock enquiry above, you bought 10 crates and returned 3 crates immediately with the truck (one Reference number). Then 3 crates were sent back at a later stage.

EXAMPLE 4

You receive bottled goods from a supplier where they are charged separately for the bottles and the content, but only receive discount on the content bought.

It is suggested that two (2) extra non-stock item codes be created that will only be used to facilitate the GRV-process.

Code	Description	Barcode
BOT001	BOTTLE 330ML (NS Assoc Item)	BOT001
FLU001	FLUID 330ML (NS Assoc Item)	FLU001

Associate both these non-stock items to the complete item, which will be sold to the customer (for our example COK001).

Stock Details | Stock Pricing | User Defined Data | Multiple Barcodes | Item Suppliers | Additional Details | **Associated Items** | Transaction History | Ordering

Associated Items

Enabling this feature allows you to add associated items to this stock item. These items will be automatically added to your document when adding the main stock item. You can add your items in the Items layout below by using the Add, Edit and Delete buttons.

Enable Processing of Associated Items In Modules

Allocate Non Stock Cost To Main Item

Item Details

Code	Description	Price Exc	Price Inc	Quantity	Discount %	Total Exc	Total Inc
BOT001	BOTTLE 330ML (NS Assoc Item)	2.00	2.30	1.0000	0.00	2.00	2.30
FLU001	FLUID 330ML (NS Assoc Item)	10.00	11.50	1.0000	0.00	10.00	11.50

Add both the non-stock items as associated items to the item COK001. Enable Processing of Associated Items only in the Goods Receiving, Returns and Purchase Order modules.

Invoices and/or Recurring Charges

Credit Notes

Goods Receiving

Returns

Purchase Orders

Sales Orders

Quotes

Job Cards

Point of Sale

Stock Transfers

Selection

ESC Cancel F10 Accept

Click on Accept to save the module selection.

Tick the box to "Allocate Non-Stock Cost to Main Item". This allows you to enter cost prices to these Non-Stock items, which will then be used to calculate the Actual cost of the main item.

You can enter the cost prices of both items into the added fields.

NOTE: The discount on the content of the bottles, on which you receive discount) can be entered the Discount % field.

Item Details

Code	Description	Price Exc	Price Inc	Quantity	Discount %	Total Exc	Total Inc
BOT001	BOTTLE 330ML (NS Assoc Item)	2.00	2.30	1.0000	0.00	2.00	2.30
FLU001	FLUID 330ML (NS Assoc Item)	10.00	11.50	1.0000	5.00	9.50	10.92

Click on Accept to save the changes made to the main item.

IMPORTANT: Remember to allow Discount on the content (FLU001) item, where the supplier provides discount. From IQ main menu → Stock → Maintenance → select item → Edit.

Stock Details | Stock Pricing | User Defined Data | Multiple Barcodes | **Item Supplier**

Item Code: FLU001

Description: FLUID 330ML (NS Assoc Item)

Alternative Description:

Item Category: Stock Item

Major Department: 013 NS ASS ITEMS

Minor Department:

Categories:

Ranges:

Cycle:

Barcode: FLU001

General Code:

Stock Type:

Colour: 0 Not Defined

Size: 0 Not Defined

Line Colour Type:

Item on Hold: Click for Options

Allow Discount: Click for Options

Say you received 96 bottles of Coke, and receives a 3.34% discount on the content only, on the Goods Receiving Voucher, you will do the following:

Code	Description	Type	Unit Price	Additional Cost (Excl)	Qty	Disc %	Total
COK001	COKE BOTTLE SINGLE	CL	0.00		96.0000	0.00	0.00
BOT001	BOTTLE 330ML (NS Assoc Item)	P1	2.00		96.0000	0.00	192.00
FLU001	FLUID 330ML (NS Assoc Item)	P1	10.00		96.0000	3.34	927.94
*			0.00		0.0000	0.00	0.00

Enter the Main item (Coke Bottle 330ml – Single = COKE001) and enter the Qty (quantity) only of 96 units. The two associated items will automatically appear on the GRV and you can enter or edit the unit prices for each of the.

NOTE: If the discount doesn't appear in the discount column, or the discount entered is not displaying, remember to check on the item maintenance if discount was allowed for the item.

INVOICING

EXAMPLE 1

The customer buys a crate of Coke bottles. The Case of Coke bottles was associated with the crate, thus as soon as one case of Coke is entered, the crate will automatically appear on the document. If it happens that the customer doesn't want to take the crate, the crate can be removed from the transaction by clicking on the crate and then pressing the F5 key on the keyboard.

Code	Description	Rep	Type	Unit Price	Qty	Disc %	Total
COK002	COKE BOTTLE - CASE	1	P1	500.0000	1.0000	0.00	500.0000
CRA001	CRATE (Associated Item)	2	P1	25.0000	1.0000	0.00	25.0000
*				0.0000	0.0000	0.00	0.0000

EXAMPLE 2

If it happens that the customer is returning 1 crate, the returned crate can be added to the document.

Document Details							
Account Details Account No: GRE001 Name and Address Details: Green 454 Beach Road Strand Tel: 021 854 000 000 Email: Green@somewhere.co.za VAT:		Invoice Details Invoice Date: 11/04/2018 Invoice Number: Delivery Method: Order Number: Rep Number: 1 VAT Type: 1 Invoice Memo: Delivery Note No:		Additional Details Store Department: Source Document: Not Applicable		Totals Invoice Inclusive: <input checked="" type="radio"/> Yes <input type="radio"/> No Internal Order No: Goods Total: 505.00 Discount Amnt: 0.00 Vat Amount: 65.87 Total Quantity: 1.00	
Code	Description	Rep	Type	Unit Price	Qty	Disc %	Total
COK002	COKE BOTTLE - CASE	1	P1	500.0000	1.0000	0.00	500.0000
CRA001	CRATE (Associated Item)	2	P1	25.0000	1.0000	0.00	25.0000
EMC006	EMPTY CRATE (BOTTLES)	1	P1	20.0000	-1.0000	0.00	-20.0000
				0.0000	0.0000	0.00	0.0000

Each line is displayed individually on the invoice, so that there is no confusion of what happened.

EXAMPLE 3

The customer is only returning a crate and wants his deposit on it, you will have to process a credit note.

Document Details							
Account Details Account No: GRE001 Name and Address Details: Green 454 Beach Road Strand Tel: 021 854 000 000 Email: Green@somewhere.co.za VAT:		CR Note Details CR Note Date: 11/04/2018 Orig. Doc No: CR Note Number: Delivery Method: Order Number: Rep Number: 1 VAT Type: 1 CR Note Memo: Delivery Note No:		Additional Details Store Department:		Totals CR Note Inclusive: <input checked="" type="radio"/> Yes <input type="radio"/> No Internal Order No: Goods Total: 25.00 Discount Amnt: 0.00 Vat Amount: 3.26 Total Quantity: 1.00	
Code	Description	Rep	Type	Unit Price	Qty	Disc %	Total
CRA001	CRATE (Associated Item)	1	P1	25.0000	1.0000	0.00	25.0000
				0.0000	0.0000	0.00	0.0000

POINT OF SALE


If the Point of Sale module was selected when the Item Association was set up, the associated item will automatically appear on the Point of Sale screen when the main item is sold.

Invoices and/or Recurring Charges	<input checked="" type="checkbox"/>
Credit Notes	<input checked="" type="checkbox"/>
Goods Receiving	<input checked="" type="checkbox"/>
Returns	<input checked="" type="checkbox"/>
Purchase Orders	<input checked="" type="checkbox"/>
Sales Orders	<input checked="" type="checkbox"/>
Quotes	<input checked="" type="checkbox"/>
Job Cards	<input checked="" type="checkbox"/>
Point of Sale	<input checked="" type="checkbox"/>
Stock Transfers	<input checked="" type="checkbox"/>

Selection

EXAMPLE 1

NOTE: For each case of Coke sold, the crate will automatically appear on the Point of Sale screen.



iQRetail
INTEGRATED ACCOUNTING SOFTWARE
A Kerridge Commercial Systems Company

POS
ACCOUNTING
PAYROLL
HOSPITALITY
CRM
ERP

SALE TOTAL

525.00

Tax Invoice				
Code	Description	Price	Qty	Total
CDK002	COKE BOTTLE - CASE	500.00	1.00	500.00
CRA001	CRATE (Associated Item)	25.00	1.00	25.00
				2.00 525.00

Cashier

Discount

Quantity

Stock Code

Description

Unit Price

F12 For More Options

F1 - Subtotal

F2 - Void Line

F3 - Suspend

F4 - Void Sale

F5 - Customer

F7 - Customer Info

F8 - Supervisor Logon

F10 - Turn Printer Off

F11 - Services

EXAMPLE 2

If the customer is buying only a six pack of Coke and returning a crate previously bought, the transaction will look like this.

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A Kerridge Commercial Systems Company

POS
ACCOUNTING
PAYROLL
HOSPITALITY
CRM
ERP

SALE TOTAL
5.00

Tax Invoice

Code	Description	Price	Qty	Total
COK003	COKE BOTTLE 330ML - 6PACK	25.00	1.00	25.00
EMC006	EMPTY CRATE (BOTTLES)	20.00	-1.00	-20.00

Cashier: 1 -

Discount: 0.00
Quantity: 1.00
Stock Code: [dropdown]
Description: [text]
Unit Price: 0.00

F12 For More Options

F1 - Subtotal F2 - Void Line F3 - Suspend F4 - Void Sale F5 - Customer F7 - Customer Info F8 - Supervisor Logon F10 - Turn Printer Off F11 - Services

EXAMPLE 3

If the customer is only returning a crate, previously bought and wants a deposit, you will process a Cash Refund.

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POS
ACCOUNTING
PAYROLL
HOSPITALITY
CRM
ERP

REFUND TOTAL
25.00

Refund

Code	Description	Price	Qty	Total
CRA001	CRATE (Associated Item)	25.00	1.00	25.00

Cashier: 1 -

Discount: 0.00
Quantity: 1.00
Stock Code: [dropdown]
Description: [text]
Unit Price: 0.00

F12 For More Options

F1 - Subtotal F2 - Void Line F3 - Suspend F4 - Void Sale F5 - Customer F7 - Customer Info F8 - Supervisor Logon F10 - Turn Printer Off F11 - Services

-- End of Document --