

Supplier Invoices - Returning Stock

If you have a problem with the stock supplied and need to return something, you can do this against the **Supplier Invoice**.

Note: to use this feature, the preference for the **supplier credit module** needs to be enabled for your store.

Let's go through each step...

Click on Supplier Invoices

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	Supply .	SYNC IN PROCHESS
Customer Invoices	1. Supplier Invoices	Current Stock
Customer Requisitions	Supplier Requisitions	Stocktakes
O LOGOUT		

A list of Supplier Invoices will appear. Click on the toggle (highlighted) to select **Past** invoices. You can only return items against a **finalised** invoice.

 Supplier Invoic 	es	💒 mSupp	ly	SYNC ENABLED	● <i>≒ ୭</i>
Current Q Search by ir	Past nvoice number				lew Invoice
INVOICE NUMBER -	SUPPLIER \$	ENTERED DATE \$	туре 🗘	COMMENT	REMOVE
1875	District Sanitaire de Yamoussoukro	11 Feb 2020	Supplier credit		\oslash
45	District Sanitaire de Yamoussoukro	10 Mar 2020	Supplier credit		\oslash
42	District Sanitaire de Yamoussoukro	29 Jan 2020	Supplier credit	Retour crée à partir de la facture fournisseur 36	\oslash
36	District Sanitaire de Yamoussoukro	28 Jan 2020	Supplier invoice	Transfert de stock (Facture de l'historique du stock du client)	\oslash
24	District Sanitaire de Yamoussoukro	11 Oct 2019	Supplier invoice	Stock transfer (Facture de l'historique du stock du client)	\oslash
23	District Sanitaire de Yamoussoukro	10 Oct 2019	Supplier invoice	Stock transfer (Facture de l'historique du stock du client)	\oslash
22	District Sanitaire de Yamoussoukro	8 Oct 2019	Supplier invoice	Stock transfer (DOTATION ARV)	\oslash
20	District Sanitaire de Yamoussoukro	11 Sep 2019	Supplier invoice	Stock transfer (RECOUVRABLE)	\oslash
19	District Sanitaire de Yamoussoukro	11 Sep 2019	Supplier invoice	Stock transfer (DOTATION GTC)	\oslash
18	District Sanitaire de Yamoussoukro	11 Sep 2019	Supplier invoice	Stock transfer (DOTATION ARV)	\oslash
17	District Sanitaire de Yamoussoukro	11 Sep 2019	Supplier invoice	Stock transfer (MEDICAMENTS ET INTRANTS_PNLP)	\oslash
15	District Sanitaire de Yamoussoukro	8 Aug 2019	Supplier invoice	Stock transfer (MEDICAMENTS ET INTRANTS)	\oslash

Click on the Supplier Invoice for the order you have been sent

This will open the Supplier Invoice. Click on **New supplier credit** to begin.

Invoice 36			🛃 m Sup	ply		FI	NALISED. CANNOT BE I	2DITED
Entry Date: Confirm Date:	28/1/2020 29/1/2020 em name	Supplier: Their Ref: Comment	District Sanit Date envoi C t: Transfert de	aire de Yamouss F: 7 stock (Facture de	ouk e l'h		1. New sup	plier credit
ITEM CODE 🗘	ITEM NAME	^	BATCH NAME	QUANTITY 🖨	EXPIRY	COST PRICE	SELL PRICE	REMOVE
AM18032-0	ACIDE FOLIQUE 5 MG CP		H009	30	11/2021	9.00	10.00	\oslash
AM01043	AMOXICILLINE + AC CLAVULANI 200MG	QUE 1G/	DB8024	2	03/2020	1,000.00	1,000.00	\oslash
AM01025	AMOXICILLINE + AC. CLAVULAN 500 / 62.5 MG CP	QUE	18361002	10	03/2020	136.00	150.00	\oslash
AM01025	AMOXICILLINE + AC. CLAVULAN 500 / 62.5 MG CP	QUE	18361003	90	01/2020	119.00	131.25	\oslash
AM01030-0	AMOXICILLINE 250 MG PDRE SUS FL/60 ML	PBUV	18013	25	09/2020	455.00	500.00	\oslash
AM01020	AMOXICILLINE 500 MG GELULE		1902047	400	01/2022	45.00	45.00	\oslash
AM15010	ANTI-ACIDE SCH 15 ML		225	100	10/2021	91.00	100.00	\oslash
AM01471	CEFTRIAXONE 1 G PDRE SUSP IN	I FL	150118	50	12/2020	545.00	600.00	\oslash
AM01484	CIPROFLOXACINE 500 MG CP		H024	200	06/2022	36.00	40.00	\oslash
AM01190	ERYTHROMYCINE 500 MG CP		000328	150	04/2021	55.00	60.00	\oslash
BM18026-0	FER III FL/150ML		NONE	30	N/A	545.00	600.00	\oslash

Once you are certain that the Quantity and Expiry Date columns are correct...

Click Finalise and then Confirm.

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Confirm Date:	26/6/2017 7/6/2017	Supplier: Their Ref: Comment:	General (SAMES) From invoice number: 13508 Stock transfer (Invoice from re	quisiti	Ø on Fulan		New Line
ITEM CODE	TTEM NAME	E		•	QUANTITY	EXPIRY	REMOVE
04_0505	Ampicillin I	Injection Powder Vi	al/Igm		50	mm/yy	0
03_2381	Cotrimoxaz	tole (Sulfamethoxaz	cole+Trimethoprim) 400mg+80mg tabs		100	mm/yy	•

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