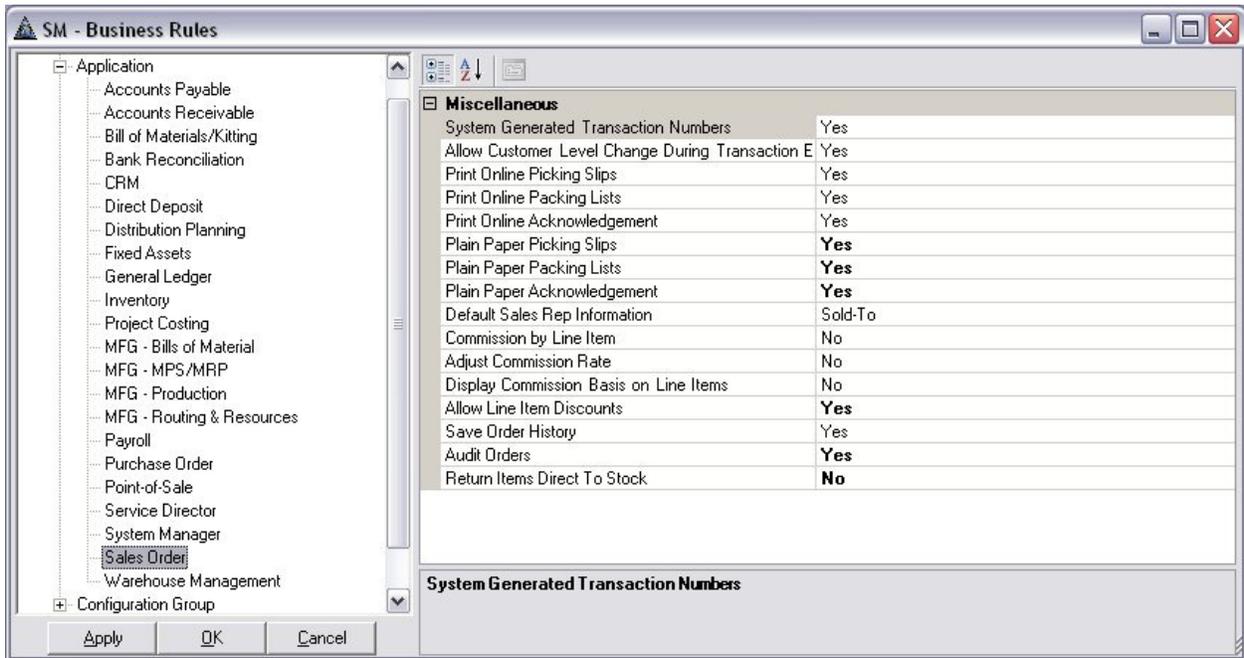


Sales Order RMAs

RMAs give you the ability to track customer products being returned. The items are tracked through the whole process of the initial call stating the customer's desire to return the items then receiving the items at your door from the customer. Approving the items to be put into stock, or written off as being damaged. Making the RMA into a credit memo and taking the balance off the customer's open invoice balance due.

Business Rules



Select **Yes** in the **Return Items Direct to Stock** field to allow the direct return of items through a credit memo.

When you select **yes** credit memos will function the same as prior versions. Meaning that items will be placed back into inventory quantities, and GL transactions will be made when the credit memo is posted using the post transactions function.

When you select **no**, the returned items functions will be activated. Items will not be returned to inventory until a RMA has been entered, a quantity returned has been entered and the returned quantity has been approved using the returned items function. You must then make the RMA into a live credit memo and post returned items. When the post returned items function has been run, the items will be placed into inventory and GL transactions will be made to your journal.

Reason Codes

Use the **Reason Codes** function to set up merchandise return reason codes for use with RMAs. Use the reason codes to determine the reason items are being returned to you, and to help decide if they should be put back into Inventory or written off when damaged or defective.

Reason codes are entered into the RMA transaction on the item detail tab and also for items in the Returned Items function.

To work with **Reason Codes**, follow these steps:

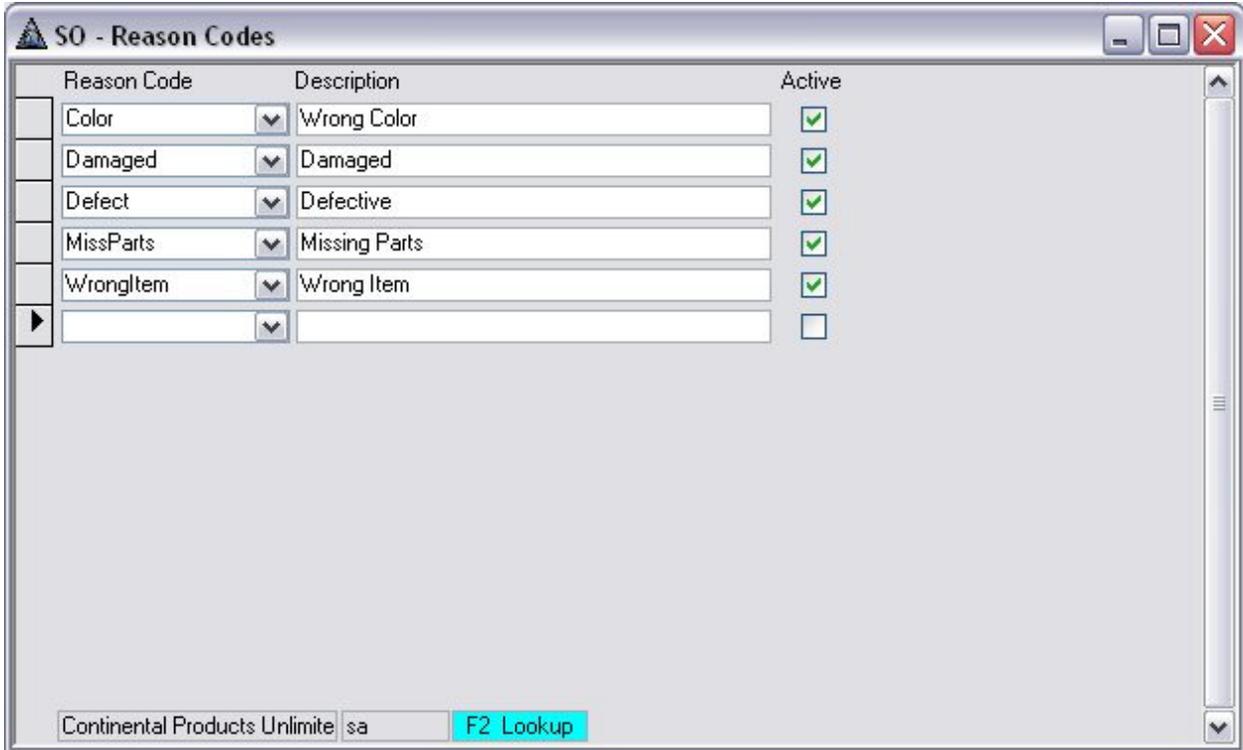
1. Select **Reason Codes** from the **Setup and Maintenance** menu.

Reason Codes Menu



2. The **Reason Codes** screen appears.

Reason Codes Screen



| Reason Code | Description | Active |
|-------------|---------------|-------------------------------------|
| Color | Wrong Color | <input checked="" type="checkbox"/> |
| Damaged | Damaged | <input checked="" type="checkbox"/> |
| Defect | Defective | <input checked="" type="checkbox"/> |
| MissParts | Missing Parts | <input checked="" type="checkbox"/> |
| WrongItem | Wrong Item | <input checked="" type="checkbox"/> |
| | | <input type="checkbox"/> |

Continental Products Unlimite sa **F2 Lookup**

3. Enter a **Reason Code** number or code.
4. Enter a reason code **Description**.
5. Check the **Active** box if the code is to be available for use in the RMA transaction function. If you would like to make a reason code unavailable without deleting it, uncheck the **Active** box.
6. Close the window when complete.

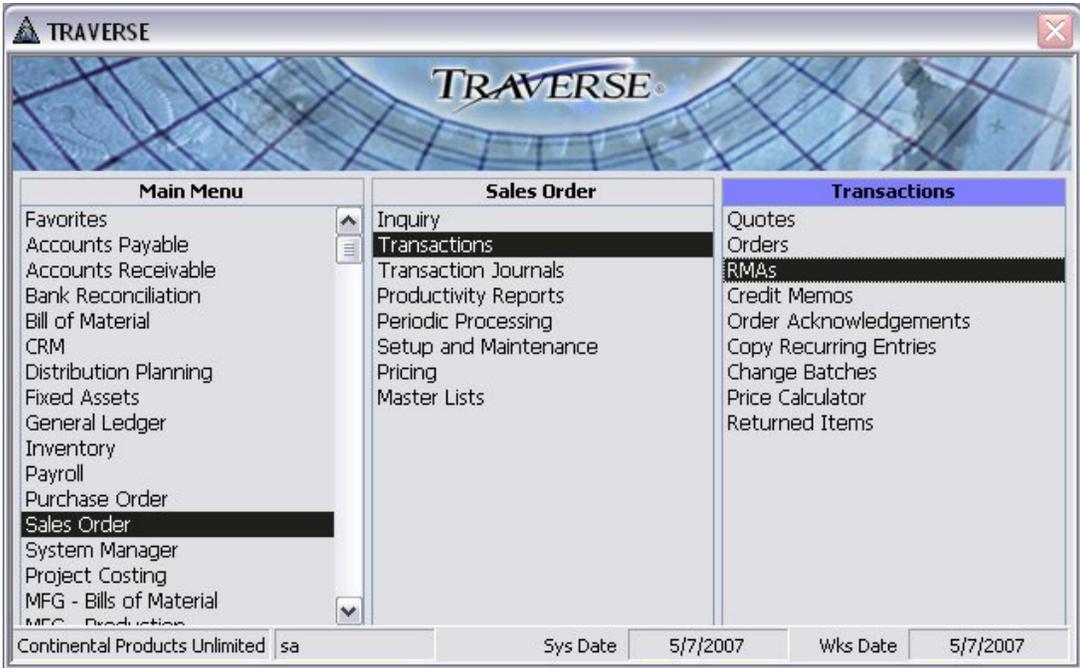
Sales Order, Transactions, RMAs

The ability to enter Return of Merchandise Authorizations (RMA) gives you the ability to accept and credit returned merchandise. An RMA precedes a Credit Memo like a Quote precedes a transaction. An RMA number will be issued, and the transaction will be held until product is received against the RMA.

To work with the **RMAs** functions, follow these steps:

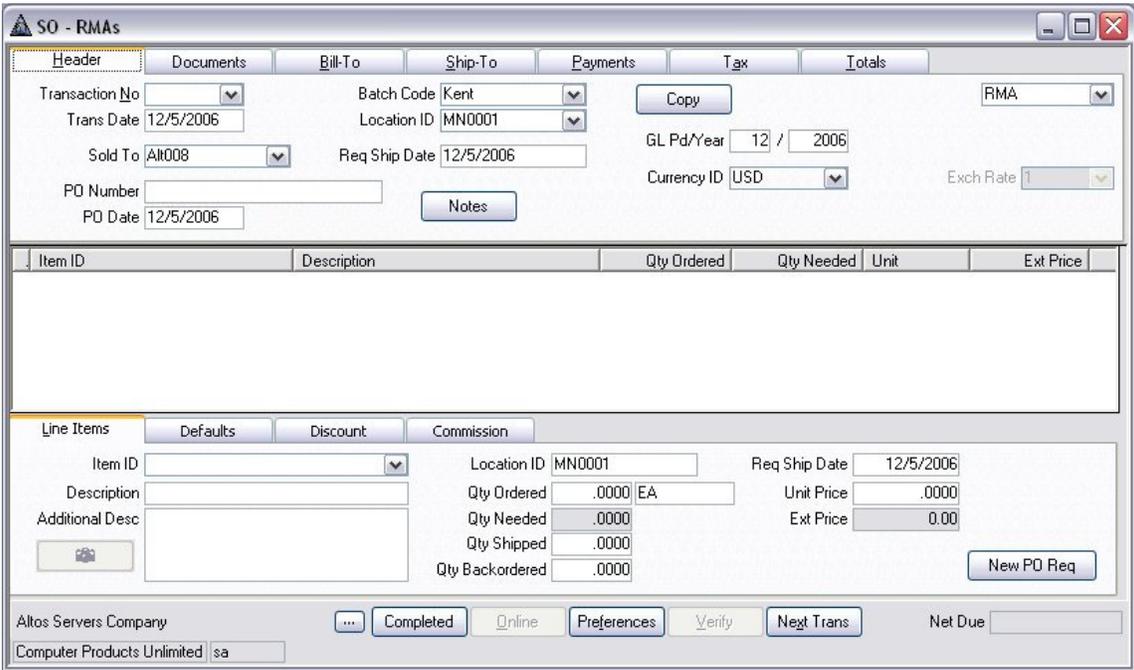
1. Select **RMAs** from the **Transactions** menu.

RMAs Menu



2. The **RMAs** screen appears with the header tab displayed.

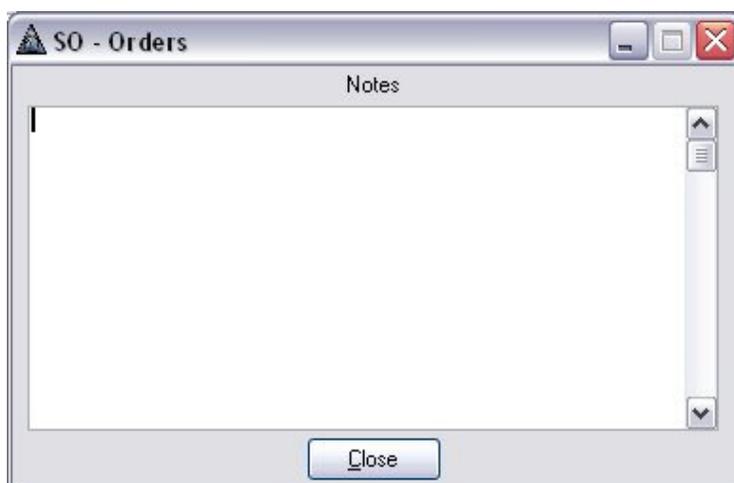
RMAs Screen - Header Tab



3. The Transactions screen appears, with the transaction type set to **RMA**.
4. To change the transaction type to a type other than the one you chose from the menu, select the **Transaction Type: New, Invoice, Price Quote, Credit Memo, or RMA**. The transaction type appears for existing transactions and cannot be changed.

If you are producing an RMA or credit memo, do not use negative numbers; the system automatically assigns the credit memo value a negative sign.
5. Select the **transaction number** of a transaction to work with, or enter a new transaction number. If you are entering a new transaction and you elected to use system-generated numbers in the **Business Rules** function in System Manager, leave this field blank and the system will create the transaction number for you.
6. The current workstation date appears in the **Trans Date** box. Edit it, if necessary.
7. Select the customer ID in the **Sold To** box. The customer name will appear under the box and also in the box at the bottom of the screen. Click to view customer address information or to view a map of the customer's location.
8. Enter or edit the customer's purchase order number in the **PO Number** box.
9. The current workstation date appears as the **PO Date**. Edit it if necessary.
10. If you use batch processing, select or edit the **Batch Code** for the transaction.
11. Enter or edit the **Location ID** from which you are selling the items, or accept the current value as set up in System Manager. The ID you enter also appears on the **Item Detail** tab.
12. The current date appears in the **Req Ship Date** box. Edit this requested ship date, if necessary.
13. Click **Notes** to enter or view any notes specific to this transaction.

Notes Screen



14. The current period and year appear in the **GL Pd/Year** boxes. Edit these values, if necessary.

Note: If you change the GL period and year, the history information may not match the GL period information.

15. If you use multicurrency, the **Currency ID** you assigned to the customer's record appears and cannot be changed. If you want to enter transactions for this customer in a different currency, set up a second customer record.

If the customer currency is not the same as the base currency, use the **Base Currency** check box to toggle currency amounts between the customer's currency and the base currency.

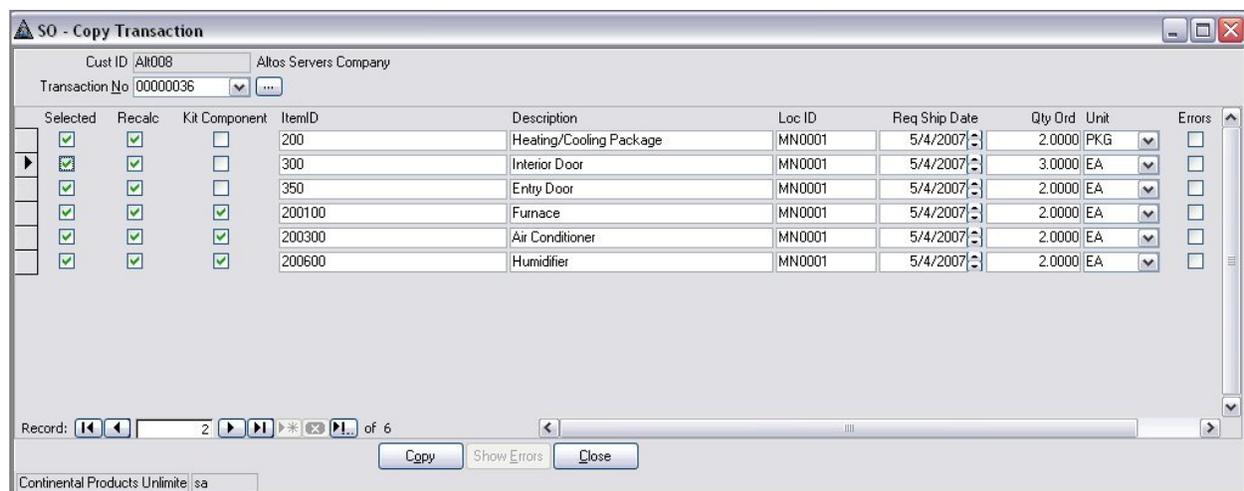
If you do not use multicurrency, this box does not appear.

16. If you use multicurrency, the most recent daily exchange rate from the System Manager **Currency Exchange Rates** function appears in the **Exch Rate** box. You can enter a different rate (or press F6 to open the System Manager **Currency Exchange Rates** function).

If you do not use multicurrency, this box does not appear.

17. If you are entering a new transaction, the **Copy** button will be visible. Click the **Copy** button to copy information from a previously posted Sales Order transaction for this customer.

Copy Transaction Dialog Box



- Click the **Copy** button on the Header tab of the Sales Order Transactions screen to copy the line item information of a posted sales order transaction. This button is only available after you choose a customer, but becomes unavailable once you begin entering line item information.
- The **Copy Transaction** dialog box opens.
- The **Customer ID** and customer name are displayed.
- Select the **Transaction No** you would like to copy.
- If you would like to see Sales orders and items on the purchase order click on the History detail button to display the Customer Order History Inquiry screen.
- The dialog box displays the line items of the transaction you chose to copy. Uncheck the **Selected** box next to any line item you do not wish to copy.

- The **Kit Component** check box will appear checked for line items that are kit components.
- You can modify the **Req Ship Date**, **Qty Ord**, or **Unit** for each line item.
- The **Error** box will be checked if there is an error with the item that will prevent the item from being copied to the new order.

Some of the errors are; Invalid Item, Invalid Units and Zero Order Quantity.

- The **Notification** box will be checked for information that is not going to stop you from copying the item to the new transaction.

Some of the notifications are;

One or more Invalid Items have been deselected

One or more Invalid Items have been deselected due to invalid units

One or more items have an order quantity of zero

One or more Invalid Locations have been reset to the Item Default

Invalid Location has been reset to the Item Default

- If there are error or notification boxes checked you will get a report previewed to show you the error and notification messages.

Transactions Screen - Customer Order History Inquiry

| Transaction No | Trans Date | PO Number | Trans Total |
|----------------|------------|-----------|-------------|
| 00000036 | 4/18/2007 | | 5,742.59 |
| 00000019 | 4/12/2007 | | 5,808.90 |
| 00000023 | 4/12/2007 | | 1,672.88 |
| 00000024 | 4/12/2007 | | 2,310.69 |
| 00000027 | 4/12/2007 | | 44.42 |
| 00000026 | 4/12/2007 | | 0.00 |
| 00000026 | 4/12/2007 | | 760.76 |
| 00000018 | 4/10/2007 | | 1,819.28 |
| 00000015 | 4/9/2007 | | 5,201.99 |
| 00000016 | 4/9/2007 | | 2,023.17 |

| Item ID | Description | Location ID | Quantity | Unit |
|---------|-------------------------|-------------|----------|------|
| 200 | Heating/Cooling Package | MN0001 | 2.0000 | PKG |
| 300 | Interior Door | MN0001 | 3.0000 | EA |
| 350 | Entry Door | MN0001 | 2.0000 | EA |
| 200100 | Furnace | MN0001 | 2.0000 | EA |
| 200300 | Air Conditioner | MN0001 | 2.0000 | EA |
| 200600 | Humidifier | MN0001 | 2.0000 | EA |

- The **Customer ID** and vendor name are displayed.

- Select an **Order Number** to see details on the order.
 - The **Item IDs** for the selected order are displayed in the bottom box of the screen. Click the **Copy** button to fill your Sales Order transaction with the selected line item information. Click the **Close** button to close the dialog box without copying any information.
18. If you are editing an existing transaction or have assigned a transaction number to your transaction, the **Copy** button will change to the **Update** button. Click **Update** to edit existing transactions.
 19. If you use multicurrency, select the **Base Currency** check box to view transaction amounts in your company's base currency (specified in the System Manager **Company Information** function). Clear this box to view amounts in the customer's currency. This field appears only if you use the TRAVERSE multicurrency feature and you enter a transaction for a customer that uses a currency other than the base currency.

If you use multicurrency, the most recent daily exchange rate from the System Manager **Currency Exchange Rates** function appears in the **Exch Rate** box. You can enter a different rate (or press **F6** to open the System Manager **Currency Exchange Rates** function).

If you do not use multicurrency, this box does not appear.
 20. Enter the number of the invoice against which you want to apply the RMA and then the credit memo in the **Original Invoice** field. This field appears only for RMAs and credit memos.

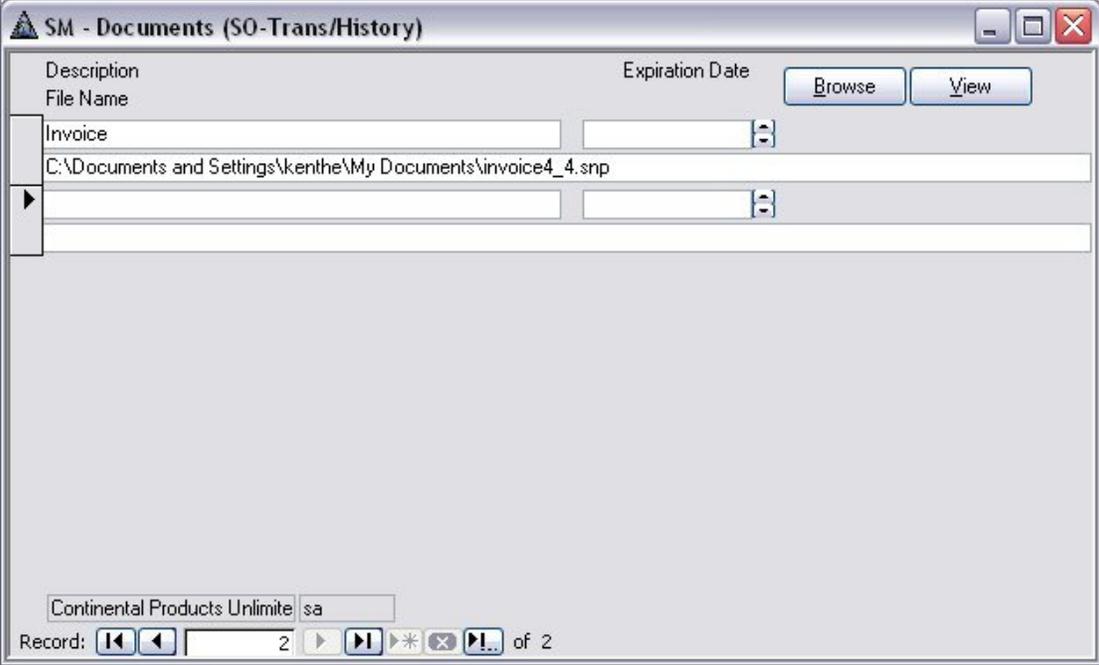
This field allows you to track the original invoice associated with the credit memo. TRAVERSE maintains separate numbers for invoices.

Transactions Screen - RMAs - Documents Tab

| Header | Documents | Bill-To | Ship-To | Payments | Tax | Totals |
|--|------------|---------|--------------|----------|------------------|----------|
| PO Number | 7548765975 | | Pick Slip No | | Actual Ship Date | |
| PO Date | 5/4/2007 | | | | RMA No | 13 |
| | | | | | RMA Date | 5/9/2007 |
| <input type="button" value="Documents"/> | | | | | | |

1. Enter or edit the purchase order number in the **PO Number** field.
2. The current workstation date appears as the **PO Date**. Edit it if necessary.
3. After you print picking slips, the picking slip number assigned to the transaction appears in the **Pick Slip No** field. Edit this value if necessary.
4. When you make the RMA into a live credit memo, the system enters the current date in the **Actual Ship Date** field. Edit this date if necessary.
5. The system enters the RMA and credit memo numbers in the **RMA No/Credit Memo No** field when you print forms using the **Online** button.
6. The current workstation date appears as the **RMA/Credit Memo Date**. Edit it, if necessary.
7. Click the **Documents** button on the Documents tab to attach any other documents to this RMA.

Document Links Interface



- Click the **Documents** button on the Documents tab of the Sales Order Transactions screen to attach the documents. On this screen, you can link order-specific documents to the order transaction.
 - Click **Browse** to locate the document you would like to link to the transaction. Enter a title name or additional information in the **Description** field.
 - Click **View** to open the linked document in the default viewer for that document type.
 - You can also assign an expiration date to the document link. This will allow you to include or exclude document links according to expiration date when using **Comment List** or **Purge Comments** in the System Manager menu, or when performing **Periodic Processing** in the Sales Order menu.
8. Below the **Pick Slip No** and **Invoice Number/Quote Number/Credit Memo No** are fields containing processed pick slips or invoices associated with that order. Click on the blue highlighted fields for drill-down information pertaining to those documents.

Transactions Screen - Bill-To Tab



1. The **Bill-To ID** on this tab comes from the bill-to customer you set up in the customer setup on the accounts receivable setup and maintenance menu. When adding a new transaction you may select either the sold-to or bill-to customer ID. The bill-to ID will be the customer you set up as the bill-to in the customer setup screen.
2. Select or edit the **Customer Level**. This box is available only if you chose to allow the customer level to be changed in the **Business Rules** function. Use the **Customer Levels** function to define customers or groups of customers.
3. When you select a customer ID, the sales rep ID and commission percentage, **Terms Code**, **Distribution Code**, and **Tax Group ID** associated with that customer appear. Edit this information, if necessary. Each sales representative can receive up to 100 percent of a sale.
4. If you use multicurrency, you can change the distribution code only if the Receivables account associated with the new distribution code is in either the customer's or the base currency. If any open invoices or transactions exist for the customer, the new distribution code must also use the same currency as those transactions.
5. Click **Rem Credit** to view the customer's credit limit, open invoice balance, current transaction balance, and remaining credit. The Credit dialog box appears.

Credit Dialog Box



- The Credit dialog box appears when you click the **Rem Credit** button on the Transactions screen or when the **Show Credit Warning** option is selected in the Transaction Preferences dialog box and a customer's credit limit is exceeded.
- The customer's credit limit, open invoice balance, transaction balance, and available credit appear. Use the Accounts Receivable **Customers** function to set up credit limits for customers.

Transactions Screen - Ship-To Tab

| Header | Documents | Bill-To | Ship-To | Payments | Tax | Totals |
|-----------------|---------------------|-----------|-----------------------|-------------|------------|--------|
| Ship-To ID | Alt008 | Name | Altos Servers Company | City | City | |
| Ship Method/Via | Federal Express 2nd | Address 1 | Address 1 | Region | Region | |
| Ship Number | | Address 2 | Address 2 | Country | USA | |
| | | | | Postal Code | 12345-6789 | |
| View Map | | | | | | |

1. If you set up a ship-to address for the customer in the Accounts Receivable **Ship-To Addresses** function, select that ID in the **Ship-To ID** combo box. Only the ship-to ID for that customer appears in

the list; addresses for other customers are not included. If you did not set up a ship-to address for the customer, leave the field blank.

When you enter a ship-to ID, a message box appears so that you can choose to assign the tax location from the ship-to address and recalculate sales tax.

2. Select the method you usually use to ship items to this ship-to address in the **Ship Method/Via** box. A description appears. Use the Accounts Receivable **Shipping Method Codes** function to set up these ship codes.

If you have not set up shipping codes, leave the **Ship Method/Via** box blank and enter the shipping method in the box to its right.

Ship via information is saved with the transaction and prints on invoices.

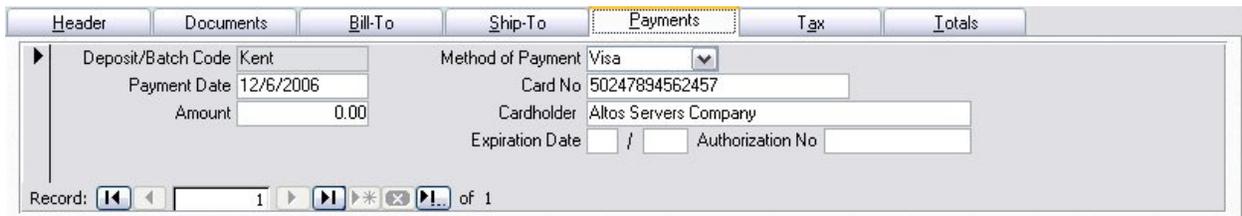
3. Enter information—for example, a tracking number—in the **Ship Number** box. The ship number prints on the invoice.

Note: You cannot use the Order Tracking function to track shipments until you set up shipping method codes in Accounts Receivable and enter a tracking number in this box.

4. Enter or edit the customer's name.
5. Enter or edit the customer's shipping address. Press **Ctrl + Enter** to start a new line in the **Address 2** box.
6. Enter or edit the **City**.
7. Enter or edit the **Region**.
8. Select the **Country**.
9. Enter the **Postal Code**. Use the System Manager **Country Codes** function to set up the postal code input mask.
10. Click **View Map** to view a map of the address generated by the mapping program you chose within System Manager. See the *System Manager Guide* for more information on defining mapping programs.

Note: This button appears only if you selected the Allow Web Features option in the System Manager Business Rules function.

Transactions Screen - Payments Tab



1. Use this tab to enter prepayments. You can make multiple prepayments for a transaction.

1. Use this tab to enter a tax adjustment for a tax location.
2. The customer's sales tax amounts for each tax location appear. To enter a tax adjustment, perform these steps:
3. **The Tax Group ID** associated with that customer appears. Edit this information, if necessary.
4. The **Taxable** box is selected if the customer is set up as a taxable customer in the Accounts Receivable **Customers** function. Clear the box if the transaction is nontaxable.
5. Select the **Adj** box next to the tax location for which you want to enter an adjustment.
6. Enter an adjustment amount in the **Tax Adjustment** field if you want to adjust the resulting total because of, for example, jurisdictional limits on the amount of tax assessed on an invoice. The tax adjustment amount is posted separately from the tax amount.
7. Select the **Tax Class** for the adjustment.

The total sales tax amount appears in the **Net Sales Tax** box.

Transactions Screen - Totals Tab

| Header | Documents | Bill-To | Ship-To | Payments | Tax | Totals |
|------------|-----------------------------------|-----------|------------------------------------|----------|---------------|-------------------------------------|
| Prepayment | <input type="text" value="0.00"/> | | | | Taxable | <input type="text" value="528.54"/> |
| Freight | <input type="text" value="0.00"/> | Tax Class | 0 <input type="button" value="v"/> | | Nontaxable | <input type="text" value="0.00"/> |
| Misc | <input type="text" value="0.00"/> | Tax Class | 0 <input type="button" value="v"/> | | Sales Tax | <input type="text" value="34.36"/> |
| | | | | | Invoice Total | <input type="text" value="562.90"/> |

1. The customer's prepayment amount, taxable totals, nontaxable totals, and sales tax appear and are automatically adjusted when a freight and/or miscellaneous charge is entered. To enter any additional charges, perform these steps:
2. Enter or edit the shipping charges in the **Freight** box, if applicable.
3. Select the **Tax Class** to apply to the freight charge.
4. Enter or edit any miscellaneous charges in the **Misc** box, if applicable.
5. Select the **Tax Class** to apply to the miscellaneous charge.
6. If you use multicurrency, any amount you gained or lost due to exchange rate differences between that noted on the **Header** tab and those noted on payments appears in the **Gain/Loss** box. If you do not use multicurrency, this box does not appear. Select the **Base Currency** check box to view gain and loss amounts.

Transactions Screen - Item Summary - RMAs and Credit Memos

| Item ID | Description | Qty Authorized | Qty Needed | Unit | Ext Price |
|---------|--------------------|----------------|------------|------|-----------|
| 100 | Electrical Package | 1.0000 | 1.0000 | PKG | 439.13 |
| 200100 | Furnace | 1.0000 | 1.0000 | EA | 324.29 |
| 200200 | Water Heater | 1.0000 | 1.0000 | EA | 241.38 |

1. The middle section of the screen contains a list of the order's line items. The **Item ID**, **Description**, **Qty Authorized**, **Qty Needed**, **Unit** and **Ext Price** are listed and cannot be edited.
2. You can use the arrow, page up, and page down keys to move the highlight to any line item with which you want to work.
3. You can reorder your line items in a number of ways. You can click on an item and drag and drop it to a different location in the order of items. You can click on any of the column headings and the items will be sorted by the selected column, ascending clicking once and descending clicking twice.
4. When any of the forms are printed, the items will be printed in the order displayed in this area.
5. The item highlighted will have the details displayed on the following tabs. You can edit the highlighted item using these tabs, or add new items.

Transactions Screen - RMAs and Credit Memo - Line Items Tab

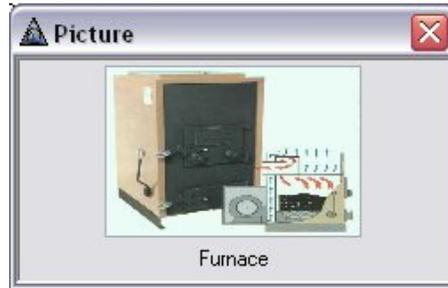
| Line Items | Defaults | Discount | Commission |
|---|----------------------------|-------------------------|---|
| Item ID: 100 | Location ID: MN0001 | Req Ship Date: 5/4/2007 | Open |
| Description: Electrical Package | Qty Authorized: 1.0000 PKG | Unit Price: 439.1303 | |
| Additional Desc: Includes Electrical Outlets and | Qty Needed: 1.0000 | Ext Price: 439.13 | |
|  | Qty Returned: .0000 | Reason Code: Damaged | <input type="button" value="New PO Reg"/> |
| | Qty Backordered: .0000 | | |

1. Use the **Line Items** tab to record information about the items in the sales order.
2. Enter or edit the **Item ID**. If you interface Sales Order with Inventory, you can select inventory items and enter aliases for item IDs.

If the item is a kitted item, the **Show Kit Detail** button appears. Click it to view the kit's components.
3. Edit the item **Description**, if necessary.
4. Enter or edit the additional description of the item in the **Additional Desc** field. This field is available only if you elected to use additional descriptions in the **Business Rules** function of System Manager.

Available additional descriptions appear from System Manager and Inventory if you elected to copy additional descriptions from SM/IN items in the **Business Rules** function of System Manager.
5. Click the camera button  (when available) to view pictures of inventory items. Set up item pictures using the Inventory **Items** and **Pictures** functions.

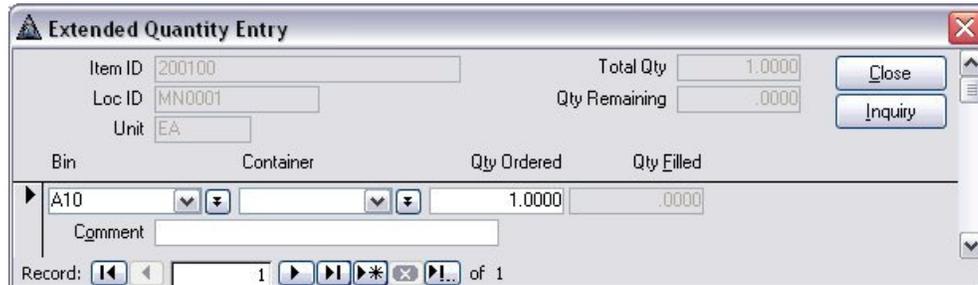
Picture Screen



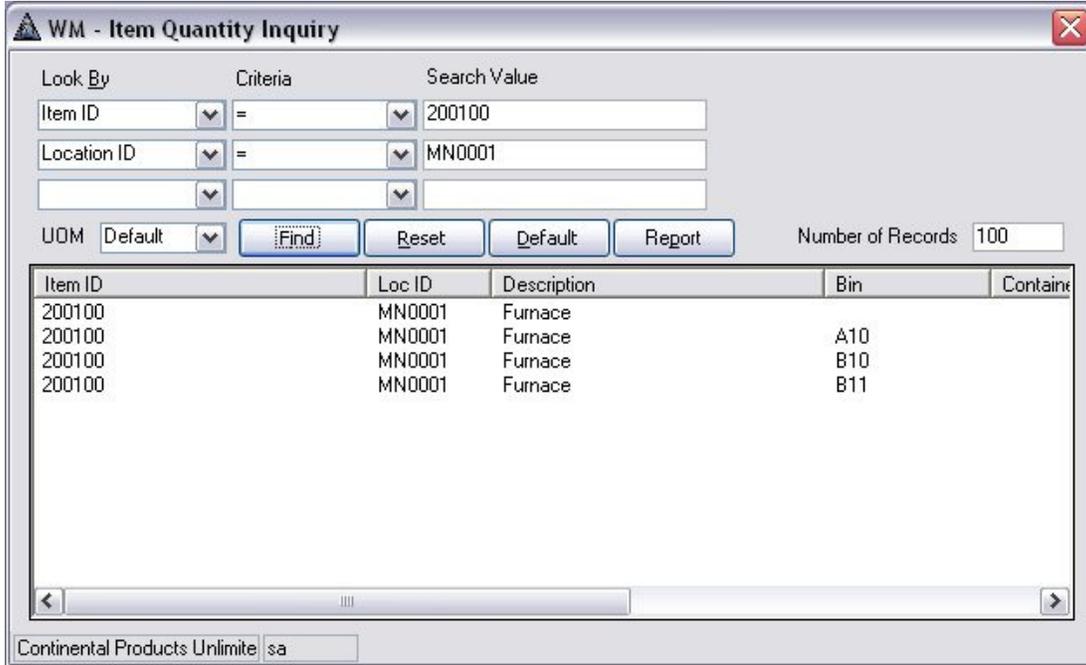
6. The **Location ID** entered on the **Header** tab appears. Change it, if necessary.
7. Enter the number of items returned in the **Qty Authorized** field. If you interface Sales Order with Inventory, the quantity authorized is not updated in the committed in Inventory. If backordered quantities exist after the transaction is posted, the box is updated with the backordered quantity.

When the RMA is made into a Credit Memo the quantity In Use for the item in Inventory is updated with the quantity as a negative quantity.

8. Enter or edit the **Unit** of measure for the item, if necessary.
9. If you have the Warehouse Management application installed, click **Detail** to open the Extended Quantity Entry dialog box where you can specify the bin and container where you want to return the item when the RMA is made into a credit memo and returned to stock.



You can click the **Inquiry** button on this dialog box to open the WM **Item Quantity Inquiry** function to locate a specific item ID and location.



| Item ID | Loc ID | Description | Bin | Container |
|---------|--------|-------------|-----|-----------|
| 200100 | MN0001 | Furnace | | |
| 200100 | MN0001 | Furnace | A10 | |
| 200100 | MN0001 | Furnace | B10 | |
| 200100 | MN0001 | Furnace | B11 | |

Note: Enter bin and container information only if you use Warehouse Management to ship the order. If you use the Sales Order commands to verify and ship the order, do not enter information into this dialog box.

10. The quantity needed to fill the sales order is displayed in the **Qty Needed** field. This field is for display purposes only and will be updated if the quantity ordered is edited. This quantity is here so we know what quantity is remaining to fill if the order becomes a backorder. The quantity will remain until the item has a completed status.
11. Enter the number of units returned to you in the **Qty Returned** field. If you are interfaced to Inventory the quantity In Use will be updated with the quantity returned as a negative quantity when you fill in a quantity returned.

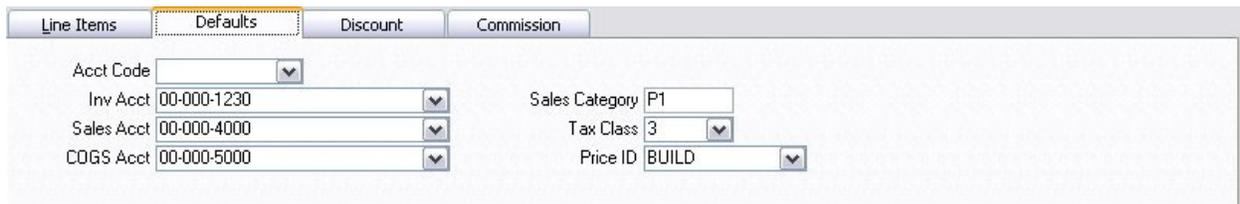
When a quantity returned is filled in you will then see the item in the Returned Items function, if you selected **No** to the option to return items directly to Inventory in the business rules function.

If you selected **Yes** to the option to return items directly to Inventory in the business rules function this is the quantity that will be returned to Inventory when you post the Credit Memo.

12. The number of units backordered appears in the **Qty Backordered** field. This field is updated when you post transactions if the quantity ordered is greater than the quantity shipped. This field becomes available after you verify and ship the order.
13. The current date appears in the **Req Ship Date** field. Edit this requested ship date, if necessary.

14. The **Unit Price**, calculated from the pricing structure assigned to the item, appears. Accept the current value or edit the unit price.
15. The extended price (unit price multiplied by quantity shipped) appears in the view-only **Ext Price** field. If you edit the unit cost, the extended price is recalculated accordingly.
16. Select a **Reason Code** from the list of reason codes you have set up to indicate the reason the item was returned to you.
17. The **New PO Req** button is disabled when you are working with RMAs and Credit Memos.

Transactions Screen - Defaults Tab



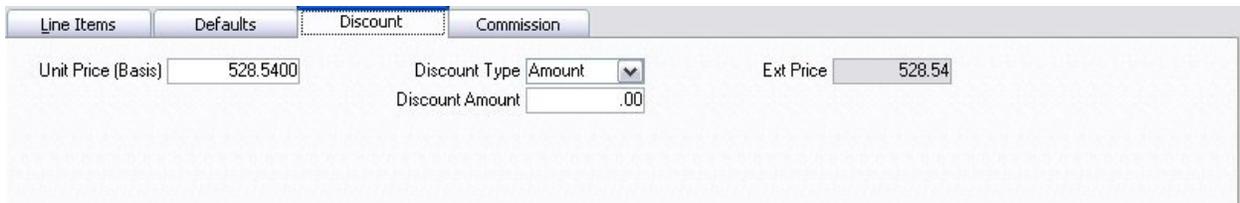
1. Select the General Ledger account code to identify the General Ledger sales and COGS accounts in the **Acct Code** field, or leave this field blank.
2. If you interface Sales Order with Inventory and you select an inventory item, the General Ledger sales account, COGS account, and inventory account numbers corresponding to the account code you set up for the item in the Inventory **Items** and **Account Codes** functions appear in the **Inv Acct**, **Sales Acct**, and **COGS Acct** fields.

If you do not interface Sales Order with Inventory, the account numbers you set up in the System Manager **Description Items** function appear if you select a system manager description item. If the item is not set up in either application, the account numbers you set up in the **Accounts Receivable**, **Business Rules** function in System Manager appear.

Edit the account numbers as necessary. See the *System Manager User's Guide* and *Inventory User's Guide* for more information.

3. Edit the **Sales Category** and **Tax Class** assigned to the item, if necessary.
4. If you interface Sales Order with Inventory, the **Price ID** you set up for the item in the Inventory **Items** or **Item Locations** and **Price Structures** functions appears. Edit this price ID, enter a new one, or leave the field blank.

Transactions Screen - Discount Tab



1. The **Discount** tab allows you to manually add an additional discount amount to reduce the calculated price for a line item in a transaction. When working with RMAs you would only use this tab if you entered a discount amount into the original transaction the items are being returned from.
2. To do so, you must first grant access to the feature through the **Allow Line Item Discounts** rule using the Business Rules function in System Manager.
3. To apply an additional discount, first highlight the line item you want to discount and select the Discount tab.
4. Select the **Discount Type** you would like to apply to the line item. If you choose to discount the item by amount, enter the **Discount Amount**. If you choose to discount the item by percentage, enter the **Discount Percent**.

Enter positive numbers. The field is programmed to take the discount amount when the amount is entered as a positive number.

5. The adjusted order price is displayed in the **Ext Price** field, and the new unit and extended price are also displayed for the line item.

A discount amount entered here will be represented on the printed invoice by listing the line item with the undiscounted price and extension on one line, and the discount amount printed on a second line immediately below the first.

Note: The Commissions tab will only appear if the Business Rule to use Line Item Commission is set to Yes.

Transactions Screen - Commissions Tab

| Line Items | Defaults | Discount | Commission |
|----------------|----------|-------------|------------------------|
| Sales Rep ID 1 | GJL | Percent .00 | Rate 9.00 |
| Sales Rep ID 2 | | Percent .00 | Rate .00 |
| | | | Unit Cost .0000 |
| | | | Ext Cost 0.00 |
| | | | Commission Basis .0000 |

1. The **Sales Rep ID** and commission percentages associated with the customer appear. Edit this information, if necessary. Each sales representative can receive up to 100 percent of a sale.
2. The **Unit Cost** of the item appears if you elected to display unit cost in the **Accounts Receivable, Business Rules** function.
3. The extended cost (unit cost multiplied by quantity) appears in the view-only **Ext Cost** field. This field appears only if you elected to display unit cost in the **Accounts Receivable, Business Rules** function.
4. The setting and display of the **Commission Basis** value is based upon the **Display Commission Basis on Line Items** business rule in System Manager. When the rule is disabled, the basis value will remain in sync with the Unit Cost and will be updated to the current unit cost during the release process. When the rule is enabled, the basis value will default to the current unit cost, and you may edit the value which will be transferred directly into the SO Transaction during the release process.

The commission basis numbers will only effect the commissions for sales reps that are being paid commissions on the basis of Gross Profit.

A couple of examples of why you might want to change the commission basis would be: If you purchased the item in a large quantity and got a discount on the cost of the item and you do not want to pay your sales rep's commissions based on this discounted cost and selling at the regular price. Their gross profit will be inflated because of this.

If you needed to purchase the item and have it rushed to you and you paid a higher cost for the item because of this, you don't want to penalize your sales rep's commission because the gross profit is lower.

Online List Dialog Box



- The Online List dialog box appears when you click the **Online** button on the Transactions screen to print an online invoice, credit memo, order acknowledgement, picking slip, packing list, or price quote. When you print an online RMA the box is skipped and you are taken directly to the Print Online RMA screen.
- The online lists that are available to you appear in blue and depend on the transaction type, status, and activity. For example, the packing list option is not available until after you have verified the order for shipping. Click a blue entry in the **Available** column to open the selection screen for that form.

Note: You can print online forms only when allowed by the selections in the Business Rules function. If you elected not to allow printing of an online form, a message appears when you select that form.

Lot/Ser No Entry Dialog Box



Lot No Entry Dialog Box

Serial No Entry Dialog Box

The Lot/Ser No Entry dialog box appears when enter a **Qty Returned** for the item being returned, if the item is serialized/lotted, lotted or serialized, or when you click the **Lot/Serial No Entry** button for lotted or serialized items on the **Item Detail** tab. You must enter lot and serial information; if you do not, the amount in the **Qty Returned** field on the Transactions screen's **Item Detail** tab will be adjusted to zero.

1. Select the item's serial number, being returned, in the **Serial No** field. This field appears only if the item is serialized. You may select serial numbers only for available items.
 - If you return an item in multiple quantities, each with its own serial number, enter each serial number in a new record on the dialog box. Use the scroll bar to view records.
2. Select the item's lot number, being returned, in the **Lot No** field. This field appears only if the item is lotted or serialized and lotted.
3. Enter a **Comment**, if desired.
4. Click **Close** to save your changes and return to the Transactions screen. The amount in the **Qty Returned** field on the Transactions screen's **Item Detail** tab will be adjusted to match the total number of serial numbers you entered or to the total of the lotted quantities you entered, if necessary.

Transaction Screen - Command Buttons



1. Command buttons remain on the bottom of the screen throughout the transaction entry process.

2. Click **Completed** to display completed line items from partially returned orders. Completed lines are flagged as such in the system, but are retained for proper audit trails.
3. Click **Online** to print an online invoice, order acknowledgement, picking slip, packing list, RMA, or price quote.

The Online List dialog box appears and lists the forms you can print for that order. The forms that are available depend on the transaction's type, status, and current activity.

4. Click **Preferences** to view the Transaction Preferences dialog box.
5. Click the **Live** button to change the transaction's status to **Credit Memo** for an **RMA**. This button only appears for **Price Quote** and **RMA** type transactions.
6. Click **Next Trans** to enter a new transaction.

Print Online RMA Screen



1. The **Print Online RMA** screen appears when you click on the **Online** button. Use it to print price quotes for your customers.
2. The current date appears as the **invoice date**. Edit this date, if necessary.
3. Select a **message** for the RMA. Messages are set up in the Accounts Receivable Invoice Messages function.
4. Select the check box to **print additional descriptions** on the RMA; otherwise, clear the check box. This option is available only if you elected to use additional descriptions in the Business Rules function (page 3-5).

5. Select the **language** for the RMA. This option is available only if you use the TRVERSE multilingual feature.
6. If you use multicurrency, select the check box to **print** the RMA in your **base currency**; otherwise, clear the check box to print it in the customer's currency. This option is available only if you use multicurrency and the transaction is entered in a currency other than the base currency.

This check box is automatically selected if you selected the Base Currency check box on the Transactions screen for transactions entered in a currency other than the base currency.

7. Select the check box to print the **federal tax ID** for the current company; otherwise, clear the check box.
8. Select the check box to **print kit detail**; otherwise, clear the check box.

This check box appears only if you have the Bill of Materials/Kitting application installed. It is also automatically selected if you selected the Print Kit Detail on Packing Lists option in the Bill of Materials/Kitting Business Rules function. See the Bill of Materials/Kitting User's Guide for more information.

9. Select **Reset, File, Preview, Print, or Close**.

Command Buttons

| | |
|----------------|-----------------------------------|
| Reset | Set all fields to their defaults. |
| File | Write the list to a file. |
| Preview | Preview the list on your monitor. |
| Print | Print the list. |
| Close | Return to the Main menu. |

RMA

<< RMA >>



Continental Products Unlimited
7626 Golden Triangle Drive
Eden Prairie, MN 55244-1203
UNITED STATES
(612)-829-0011

PAGE 1
ORIGINAL INVOICE
INVOICE DATE 5/9/2007
INVOICE NO 13

S Atm047
O Frank Mitchell
L Asynchronous Networking Tech.
D 960 Parker Street
Deerwood, MN 56444
T
O

S Altos Servers Company
H Jon Dalmark
I 945 Tucson Drive
P No. 3
Rollingstone, MN 55969
T
O

TOTAL DUE 0.00

| SLS1 | SLS2 | DUE DATE | DISC DUE DATE | ORDER NO | ORDER DATE | SHIP DATE | SHIP NO |
|------|------|----------|---------------|----------|------------|-----------|---------|
| GJL | | 5/9/2007 | 5/9/2007 | 00000049 | 5/4/2007 | | |

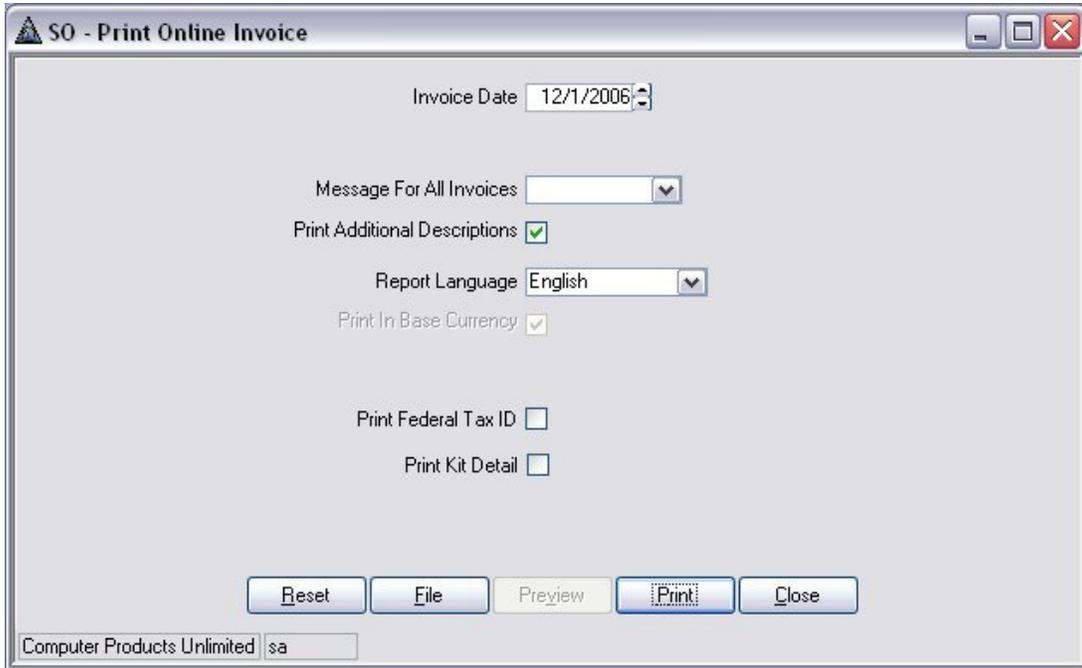
| TERMS DESCRIPTION | CUSTOMER PO NUMBER | SHIP VIA |
|-------------------|--------------------|----------|
| 0% Disc, Net 30 | 7548765975 | |

| ITEM ID | TX CL UNIT | AUTHORIZED | RETURNED | UNIT PRICE | EXTENSION |
|--|------------|------------|----------|------------|-----------|
| 100 Electrical Package Includes Electrical Outlets and | 3 PKG | 1.0000 | .0000 | 439.1303 | 439.13 |
| 200100 Furnace | 0 EA | 1.0000 | .0000 | 324.2863 | 324.29 |
| 200200 Water Heater | 0 EA | 1.0000 | .0000 | 241.3814 | 241.38 |

We appreciate your business.

| TAXABLE | NONTAXABLE | FREIGHT | SALES TAX | MISC | TOTAL |
|----------|------------|---------|-----------|-----------|----------|
| 1,004.80 | 0.00 | 0.00 | 117.57 | 0.00 | 1,122.37 |
| | | | | TOTAL DUE | 0.00 |

Print Online Invoice (Credit Memo) Screen



The **Print Online Invoice** screen appears when you click on the **Online** button. Use this screen to print a credit memo for a credit memo transaction.

1. Edit the **invoice date**, if necessary.
2. Select a **message** for the credit memo. Invoice messages are set up in the Accounts Receivable Invoice Messages function.
3. Select the check box to **print additional** descriptions on the credit memo; otherwise, clear the check box. This option is available only if you elected to use additional descriptions in the Accounts Receivable, Business Rules function.
4. Select the **language** for the credit memo. This option is available only if you use the TRAVERSE multilingual feature.
5. If you use multicurrency, select the check box to **print** the credit memo **in** the company's **base currency**; otherwise, clear the check box to print it in the customer's currency. This option is available only if you use multicurrency and the transaction is entered in a currency other than the base currency.
6. Select the check box to **print the federal tax ID** for the current company; otherwise, clear the check box.
7. Select the check box to print kit detail; otherwise, clear the check box. You can only see kit detail if you have the Bill of Material application and you have kits set up there.

This check box appears only if you have the Bill of Materials/Kitting application installed. It is also automatically selected if you selected the Print Kit Detail on Packing Lists option in the Bill of Materials/Kitting Business Rules function. See the Bill of Materials/Kitting User's Guide for more information.

8. Select **Reset**, **File**, **Preview**, **Print**, or **Close**.

Command Buttons

| | |
|----------------|-----------------------------------|
| Reset | Set all fields to their defaults. |
| File | Write the list to a file. |
| Preview | Preview the list on your monitor. |
| Print | Print the list. |
| Close | Return to the Main menu. |

9. After the credit memo prints, the credit memo number appears in the Credit Memo Number field on the Transactions screen's Documents tab. This number is assigned based on the next available invoice number from the last time you printed invoices in the Transaction Journals Print Invoices function, or if you entered a credit memo number on the documents tab. If you manually entered a credit memo number and printed the credit memo, the next available credit memo number is not affected. If you are reprinting credit memos, the current credit memo number is retained.

Credit Memo

<< CREDIT MEMO >>



Continental Products Unlimited
7626 Golden Triangle Drive
Eden Prairie, MN 55244-1203
UNITED STATES
(612)-829-0011

PAGE 1
ORIGINAL INVOICE
INVOICE DATE 5/4/2007
INVOICE NO 7

S Atm047
O Frank Mitchell
L Asynchronous Networking Tech.
D 960 Parker Street
Deerwood, MN 56444
T
O

S Altos Servers Company
H Jon Dalmark
I 945 Tuscon Drive
P No. 3
Rollingstone, MN 55989
T
O

TOTAL DUE 0.00

| SL S1 | SL S2 | DUE DATE | DISC DUE DATE | ORDER NO | ORDER DATE | SHIP DATE | SHIP NO |
|-------|-------|----------|---------------|----------|------------|-----------|---------|
| GJL | | 5/4/2007 | 5/4/2007 | 00000038 | 4/18/2007 | | |

| TERMS DESCRIPTION | CUSTOMER PO NUMBER | SHIP VIA |
|-------------------|--------------------|----------|
| 0% Disc, Net 30 | | |

| ITEM ID | TX CL | UNIT | AUTHORIZED | RETURNED | UNIT PRICE | EXTENSION |
|------------------------|-------|------|------------|----------|------------|-----------|
| 200100 Furnace | 0 | EA | 1.0000 | 1.0000 | 355.3822 | 355.38 |
| 200200 Water Heater | 0 | EA | 1.0000 | 1.0000 | 257.8543 | 257.85 |

We appreciate your business.

| TAXABLE | NONTAXABLE | FREIGHT | SALES TAX | MISC | TOTAL |
|------------------|------------|---------|-----------|------|-------------|
| 613.03 | 0.00 | 0.00 | 100.00 | 0.00 | 713.03 |
| TOTAL DUE | | | | | 0.00 |

Task Summary

Before you change or delete transactions, print the Sales and Miscellaneous Credits Journals to verify the transaction numbers. After you change or delete transactions, print the journals again so that the audit trail is accurate.

Enter an RMA

To enter an RMA, follow these steps.

1. Select **RMA** from the **Transactions** menu.
2. Click the **Header** tab and enter the required information.
3. Click the **Line Items** tab below the list area.
4. Enter the item ID and the quantity authorized. The Serial/Lot Number Entry screen appears if you interface Sales Order with Inventory and the item is lotted or serialized. You must enter the lotted and serial information.
5. Enter a **Reason Code** for the merchandise return in the **Line Items** tab if desired.

Edit an RMA

To edit an RMA, follow these steps:

1. Select **RMA** from the **Transactions** menu.
2. Select an RMA transaction number. The RMA appears.
3. Click **Update**.
4. Edit the RMA.

Print an Online RMA

To print an online RMA, follow these steps.

1. Select **RMA** from the **Transactions** menu.
2. Enter a RMA, or select an RMA transaction number. If you select an existing RMA transaction, click **Update**.
3. Click **Online**. The Online List screen appears.
4. Click **Invoice**. The Print Online Invoice screen appears.
5. Click **Print**.

Process an RMA to a Credit Memo

To process an RMA to a credit memo, follow these steps:

1. Select **RMA** from the **Transactions** menu.
2. Select the RMA transaction to be processed.
3. Click **Update**.

4. Enter the **Qty Returned**.
5. When all items have been returned, click **Live** to change the RMA to a credit memo.

Enter a Credit Memo

To enter a credit memo, follow these steps:

1. Select **Credit Memo** from the **Transactions** menu.
2. Click the **Header** tab and enter the required information.
3. Click the **Line Items** tab below the list area.
4. Enter the item ID and the quantity ordered. The Serial/Lot Number Entry screen appears if you interface Sales Order with Inventory and the item is lotted or serialized. You must enter the lotted and serial information.

Edit a Credit Memo

To edit a credit memo, follow these steps:

1. Select **Credit Memo** from the **Transactions** menu.
2. Select a credit memo transaction number. The credit memo appears.
3. Click **Update**.
4. Edit the credit memo.

Print an Online Credit Memo

To print an online credit memo, follow these steps.

1. Select **Credit Memo** from the **Transactions** menu.
2. Enter a credit memo, or select a credit memo transaction number. If you select an existing credit memo transaction, click **Update**.
3. Click **Online**. The Online List screen appears.
4. Click **Invoice**. The Print Online Invoice screen appears.
5. Click **Print**.

Returned Items

Use the **Returned Items** function to determine whether a returned item should be returned to stock be repackaged, repaired, or other.

This feature is only available if the **Return Items Direct to Stock** business rule is set to **No**.

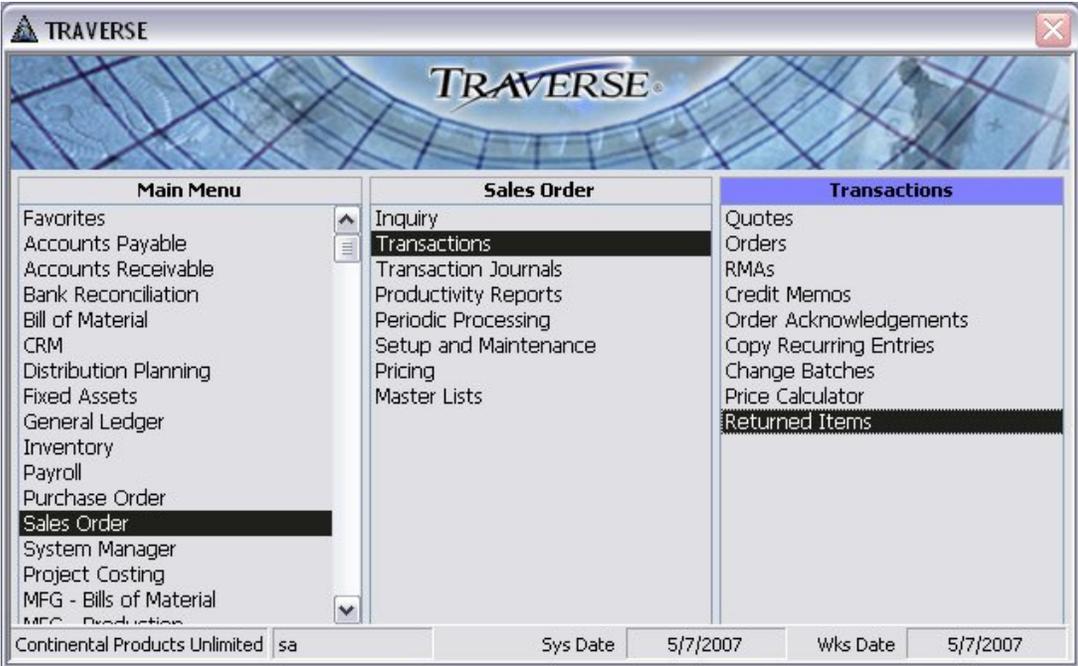
Note: Items will appear in this function when you add an RMA transaction and fill in an amount in the Returned field on the Line Items tab of the RMAs screen.

Note: Use the interface to update the item status, reason code, quantity to be returned, lot number, bin and container.

To use the **Returned Items** function, follow these steps:

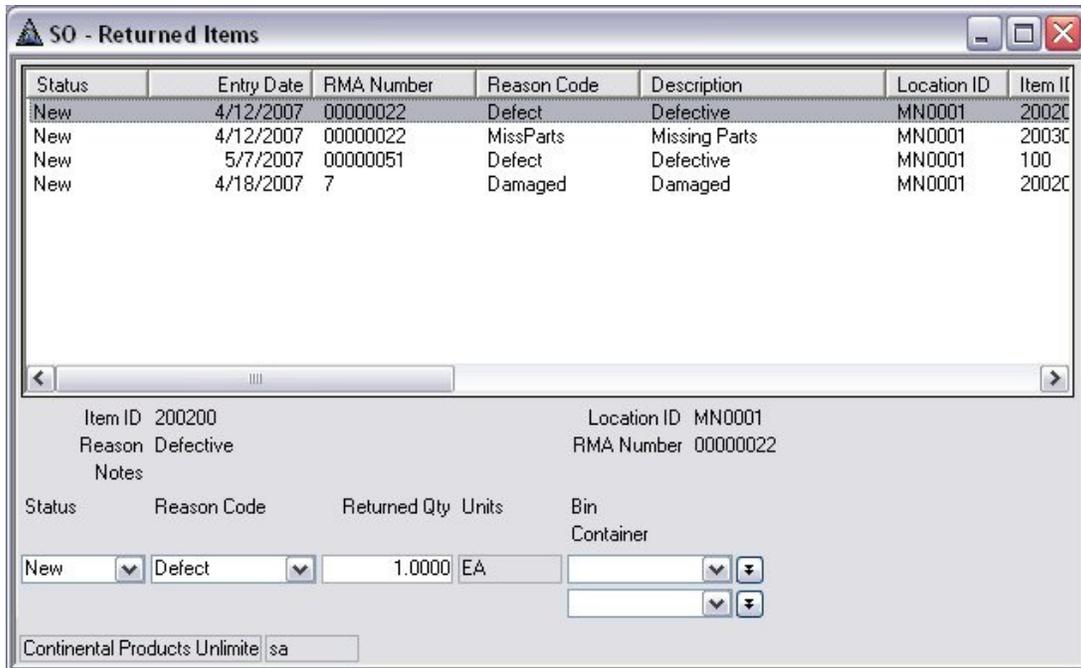
- 1. Click on **Returned Items** in the **Transaction** menu to open the Returned Items screen.

Returned Items Menu



- 2. The **Returned Items** screen appears.

Returned Items Screen



| Status | Entry Date | RMA Number | Reason Code | Description | Location ID | Item ID |
|--------|------------|------------|-------------|---------------|-------------|---------|
| New | 4/12/2007 | 00000022 | Defect | Defective | MN0001 | 200200 |
| New | 4/12/2007 | 00000022 | MissParts | Missing Parts | MN0001 | 200300 |
| New | 5/7/2007 | 00000051 | Defect | Defective | MN0001 | 100 |
| New | 4/18/2007 | 7 | Damaged | Damaged | MN0001 | 200200 |

Item ID 200200 Location ID MN0001
Reason Defective RMA Number 00000022
Notes

| Status | Reason Code | Returned Qty | Units | Bin | Container |
|--------|-------------|--------------|-------|-----|-----------|
| New | Defect | 1.0000 | EA | | |

Continental Products Unlimite sa

3. Click the line item containing the returned item you want to process or update.
4. Use the **Status** box to set the returned item status to **New** or **Approved**.
Only items with an Approved status will be added to the on hand quantity in Inventory. The on hand is updated when you run the post returned items.
5. Use the **Reason Code** box to change the reason for the item's return. To define reason codes, see.
6. Edit the **Returned Quantity**, if necessary. "Approved" items can be posted and removed from the system without returning any quantities to stock.
The amount entered on the Returned Qty field will be added into the on hand quantity in Inventory when the returned items are posted.
7. Edit the **Bin** and **Container** locations of the item, if necessary. The display and availability of the Bin and Container values will be based upon the installed status of the Warehouse Management application.
8. Close the screen to exit the function.

Returned Items Report

Use the **Returned Items Report** to view all returned items that are currently unposted. Items appearing on this report have a quantity returned amount filled in on the Transactions screen.

This feature is only available if the **Return Items Direct to Stock** business rule is set to **No**.

To produce the **Returned Items Report**, follow these steps:

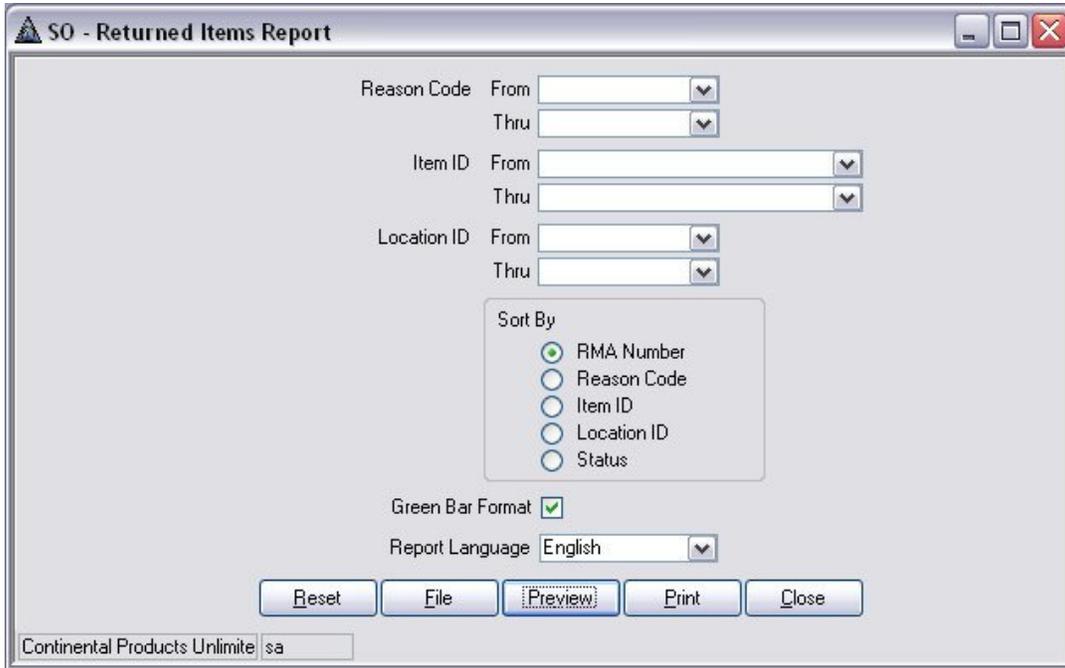
- 1. Select **Returned Items** on the **Transaction Journals** menu to open the function.

Returned Items Report Menu



- 2. The **Returned Items Report** screen appears.

Returned Items Report Screen



3. Select the range of **Reason Codes**, **Item IDs**, and **Location IDs** to include in the report.
4. Choose whether you want the report to be **sorted by RMA Number**, **Reason Code**, **Item ID**, **Location ID**, or **Status**.
5. Check the **Green Bar Format** box to view the report in the green bar format.
6. Select the **language** for the report. This option is available only if you use the TRAVERSE multilingual feature.
7. Select **Reset**, **File**, **Preview**, **Print**, or **Close**.

Command Buttons

| | |
|----------------|--|
| Reset | Return the value of all fields on the list or report screen to their default values. |
| File | Save the list or report to a file. |
| Preview | Output the report to your screen. |
| Print | Print the report. |
| Close | Return to the main menu. |

Returned Items Report

| Continental Products Unlimited | | | | | | | | | |
|--------------------------------|---------------|------------|--------------------|--------|--------------|---------------|-----------|--|--|
| Returned Items Report | | | | | | | | | |
| Sorted By RMA Number | | | | | | | | | |
| Status | RMA Number | Entry Date | Item ID | Loc ID | Returned Qty | Serial Number | Bin | | |
| Reason Code | Description | | Description | Unit | | Lot Number | Container | | |
| New | Defective | 5/7/2007 | 100 | MN0001 | 1,0000 | | | | |
| Defect | Defective | 4/12/2007 | Electrical Package | PKG | 1,0000 | | | | |
| New | Defective | 4/12/2007 | 200200 | MN0001 | 1,0000 | | | | |
| Defect | Defective | 4/12/2007 | Water Heater | EA | 1,0000 | | | | |
| New | Missing Parts | 4/12/2007 | 200300 | MN0001 | 1,0000 | | | | |
| Missp arts | Missing Parts | 4/12/2007 | Air Conditioner | EA | 1,0000 | | | | |
| New | Damaged | 4/18/2007 | 200200 | MN0001 | 1,0000 | | | | |
| Damaged | Damaged | 4/18/2007 | Water Heater | EA | 1,0000 | | | | |

*** End of Report ***

Returned Items Journal

Use the **Returned Items Journal** function to view returned items identified with a status of "Approved" that are ready to be posted.

This feature is only available if the **Return Items Direct to Stock** business rule is set to **No**.

To produce the **Returned Items Journal**, follow these steps:

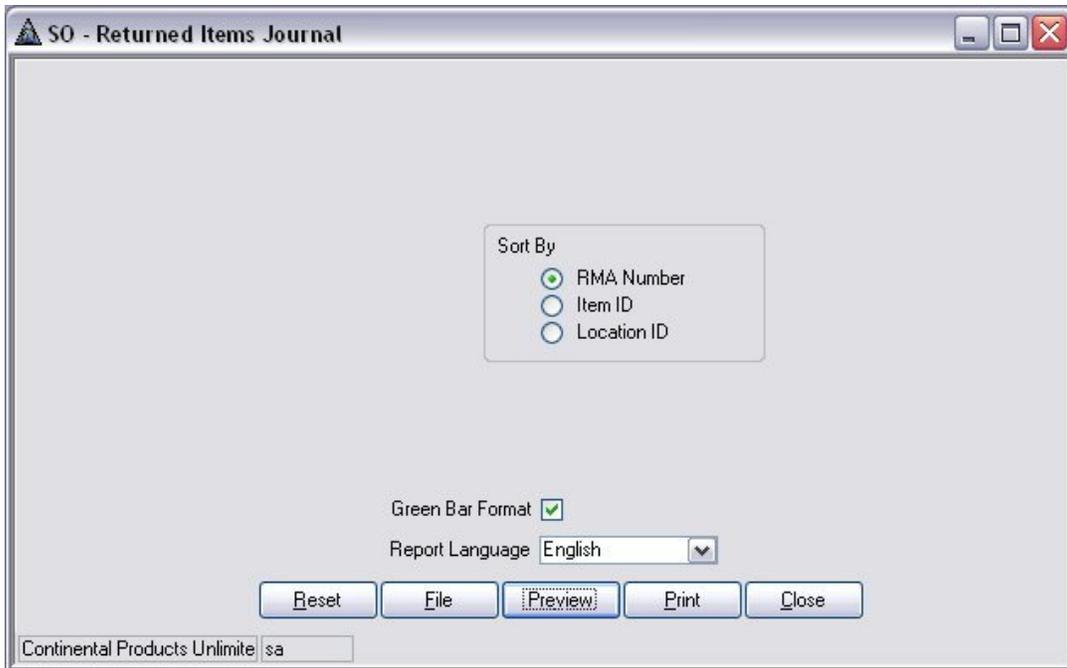
1. Select **Returned Items Journal** on the **Transaction Journals** menu to open the function.

Returned Items Journal Menu



2. The **Returned Items Journal** screen appears.

Returned Items Journal Screen



3. Choose whether you want the report **sorted by RMA Number, Item ID, or Location ID**.
4. Check the **Green Bar Format** box to view the report in the green bar format.
5. Select the **language** for the report. This option is available only if you use the TRVERSE multilingual feature.
6. Select **Reset, File, Preview, Print, or Close**.

Command Buttons

| | |
|----------------|--|
| Reset | Return the value of all fields on the list or report screen to their default values. |
| File | Save the list or report to a file. |
| Preview | Output the report to your screen. |
| Print | Print the report. |
| Close | Return to the main menu. |

Returned Items Journal

| Continental Products Unlimited | | | | | | | | | | |
|--------------------------------|--------------------|-------------|--------|------|--------------|---------------|------------|-----|-----------|----------|
| Returned Items Journal | | | | | | | | | | |
| Sorted By RMA Number | | | | | | | | | | |
| RMA Number | Item ID | Description | Loc ID | Unit | Returned Qty | Serial Number | Lot Number | Bin | Container | Ext Cost |
| 100 | Electrical Package | | MN0001 | PKG | 1,0000 | | | | | 343.55 |
| 200200 | Water Heater | | MN0001 | EA | 1,0000 | | | | | 227.53 |
| 200300 | Air Conditioner | | MN0001 | EA | 1,0000 | | | | | 859.90 |
| 7 | Water Heater | | MN0001 | EA | 1,0000 | | | | | 227.53 |
| Total | | | | | | | | | | |
| | | | | | | | | | | 1,658.51 |

*** End of Report ***

5/7/2007
9:29 AM

Page 1 / 1

Post Returned Items

Use the **Post Returned Items** function to complete the returned item processing. Any records with a status of "Approved" can be processed and will be listed on the posting log.

Print the **Returned Items Journal** before posting returned items to serve as your audit trail.

This feature is only available if the Return Items Direct to Stock business rule is set to No.

Posting returned items will update the Inventory and Warehouse Management history and create the appropriate GL Journal entries.

The miscellaneous credits for each line item update these accounts:

| | | | | |
|-------|-----------|---------|------|----|
| Sales | Sales Tax | Freight | Misc | AR |
| DB | DB | DB | DB | CR |

The sales account is assigned in the Transactions function. The account in the tax location record determines the sales tax account. The Accounts Receivable **Distribution Codes** function determines the other accounts.

The costs for each line item update these accounts:

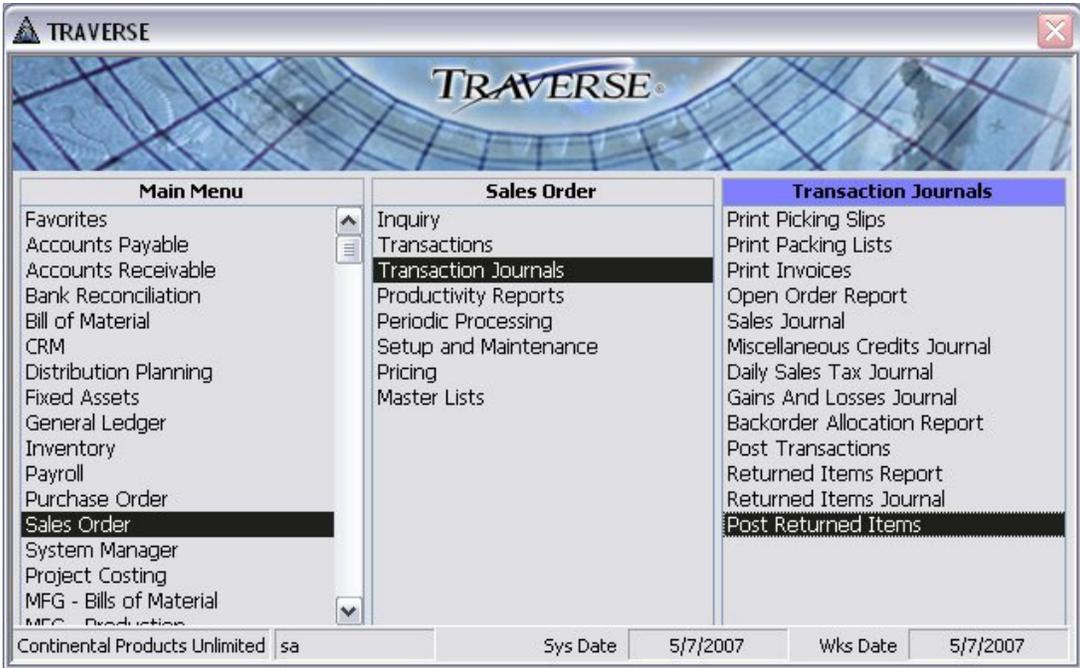
| | |
|-----------|------|
| Inventory | COGS |
| DB | CR |

Inventory quantities will be updated with the returned quantity of the items being posted.

To **Post Returned** Items, follow these steps:

1. Select **Post Returned Items** on the **Transaction Journals** menu to open the function.

Post Returned Items Menu



2. The **Post Returned Items** screen appears.

Post Returned Items Screen



3. Print the **Returned Items Journal** before checking the box at the top of the screen.
4. Enter **Comments** for the post. The comments you enter appear in the **Activity Log**.
5. Select a command:
 - Click **OK** to begin processing. A confirmation message box appears when the post completes successfully. After you close this message box, the Post Transactions Log dialog box appears.

Post Returned Items Print Log Screen



- Select the **language** for the log. This option is available only if you use the TRAVERSE multilingual feature.
- Select **Reset**, **File**, **Preview**, **Print**, or **Close**.

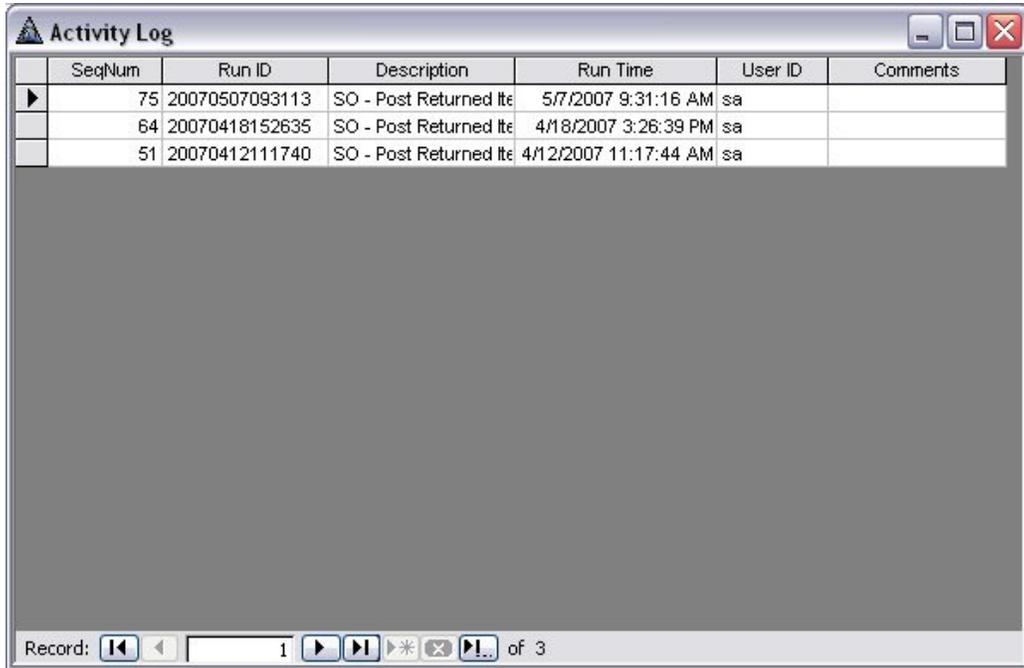
Command Buttons

| | |
|----------------|--|
| Reset | Return the value of all fields on the list or report screen to their default values. |
| File | Save the list or report to a file. |
| Preview | Not available for this function. |
| Print | Print the report. |
| Close | Return to the main menu. |

- Click **Reprint Log** to reprint the last Post Transactions Log. The Post Transactions Log dialog box appears where you can select how to output the log.

Click **Activity** to view the history of post actions. The **Activity Log** dialog box appears.

Activity Log Dialog Box



| SeqNum | Run ID | Description | Run Time | User ID | Comments |
|--------|----------------|-----------------------|-----------------------|---------|----------|
| 75 | 20070507093113 | SO - Post Returned It | 5/7/2007 9:31:16 AM | sa | |
| 64 | 20070418152635 | SO - Post Returned It | 4/18/2007 3:26:39 PM | sa | |
| 51 | 20070412111740 | SO - Post Returned It | 4/12/2007 11:17:44 AM | sa | |

Record: 1 of 3

- The **Activity Log** dialog box appears when you click **Activity**. The Activity Log dialog box tracks all post activity for administrative purposes. The system assigns each post a run ID.
 - **Run ID** - The system generated number used to identify the post appears.
 - **Description** - The post description appears.
 - **Run Time** - The date and time the post was made appear.
 - **User ID** - The user who performed the post appears.
 - **Comments** - Comments entered for the post appear.
- Click **Close** to return to the main menu.

Post Returned Items GL Log

| 5/7/2007 | | Continental Products Unlimited | | Page 1 / 1 | |
|-----------------------|-----------------------|----------------------------------|----------|----------------|--|
| 9:32 AM | | Post Returned Items - GL Entries | | 20070507093113 | |
| Posted To Fiscal Year | | 2007 | | | |
| Reference | Description | GL Account | DEBIT | CREDIT | |
| Be1023 | 050700000022 / 200200 | 00-000-1230 | 227.53 | 227.53 | |
| Be1023 | 050700000022 / 200200 | 00-000-5000 | | | |
| Be1023 | 050700000022 / 200300 | 00-000-1230 | 859.90 | 859.90 | |
| Be1023 | 050700000022 / 200300 | 00-000-5000 | | | |
| Amn047 | 7 / 200200 | 00-000-1230 | 227.53 | 227.53 | |
| Amn047 | 7 / 200200 | 00-000-5000 | | | |
| Be1023 | 050700000051 / 100 | 00-000-1230 | 343.55 | | |
| Be1023 | 050700000051 / 100 | 00-000-5000 | | 343.55 | |
| Balance GL Period 5 | | | 1,858.51 | 1,858.51 | |
| Grand Total | | | 1,858.51 | 1,858.51 | |

*** End of Report ***

*** Reprint ***

Post Returned Items Summary Log

| Continental Products Unlimited | | | | | | | | | | | |
|--------------------------------|---------|--------------------|--------|------|--------------|---------------|------------|-----------|-------------|----------------|----------|
| Post Returned Items Log | | | | | | | | | | | |
| RMA Number | Item ID | Description | Loc ID | Unit | Returned Qty | Serial Number | Lot Number | Container | COG S Acct | Inventory Acct | Ext Cost |
| 050700000022 | 200200 | Water Heater | MND001 | EA | 1.0000 | | | | 00-000-5000 | 00-000-1230 | 227.53 |
| 050700000022 | 200300 | Air Conditioner | MND001 | EA | 1.0000 | | | | 00-000-5000 | 00-000-1230 | 859.90 |
| 050700000051 | 100 | Electrical Package | MND001 | PKG | 1.0000 | | | | 00-000-5000 | 00-000-1230 | 343.55 |
| 7 | 200200 | Water Heater | MND001 | EA | 1.0000 | | | | 00-000-5000 | 00-000-1230 | 227.53 |
| Total | | | | | | | | | | | 1,658.51 |

*** End of Report ***