

# Company Preferences - Doc #s

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## DOC #s

Under Doc #s company preference you will be able to mark the number order for all your transaction. (i.e. If you want all of your Sales Orders to start from a set numerical number).

Admin > Company Preferences

### Company Preferences

Section	Document Numbers																																
General																																	
Activities																																	
<b>Doc #s</b>	<table><thead><tr><th>Type</th><th>Next No.</th></tr></thead><tbody><tr><td>Quote</td><td><input type="text" value="6"/></td></tr><tr><td>Sales Order</td><td><input type="text" value="47"/></td></tr><tr><td>Ship Doc</td><td><input type="text" value="54"/></td></tr><tr><td>Customer Return</td><td><input type="text" value="3"/></td></tr><tr><td>Purchase Order</td><td><input type="text" value="10013890"/></td></tr><tr><td>Receiver</td><td><input type="text" value="39"/></td></tr><tr><td>Vendor Return</td><td><input type="text" value="1"/></td></tr><tr><td>Work Order</td><td><input type="text" value="24"/></td></tr><tr><td>Disassembly</td><td><input type="text" value="2"/></td></tr><tr><td>Adjustment</td><td><input type="text" value="13"/></td></tr><tr><td>Transfer</td><td><input type="text" value="4"/></td></tr><tr><td>Count</td><td><input type="text" value="9"/></td></tr><tr><td>Value Adjustment</td><td><input type="text" value="3"/></td></tr><tr><td>Repair Order</td><td><input type="text" value="2"/></td></tr><tr><td>Consignment</td><td><input type="text" value="1"/></td></tr></tbody></table>	Type	Next No.	Quote	<input type="text" value="6"/>	Sales Order	<input type="text" value="47"/>	Ship Doc	<input type="text" value="54"/>	Customer Return	<input type="text" value="3"/>	Purchase Order	<input type="text" value="10013890"/>	Receiver	<input type="text" value="39"/>	Vendor Return	<input type="text" value="1"/>	Work Order	<input type="text" value="24"/>	Disassembly	<input type="text" value="2"/>	Adjustment	<input type="text" value="13"/>	Transfer	<input type="text" value="4"/>	Count	<input type="text" value="9"/>	Value Adjustment	<input type="text" value="3"/>	Repair Order	<input type="text" value="2"/>	Consignment	<input type="text" value="1"/>
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Just type in the number you want to be your next and click on **Save** when done.