

Receiver Charges

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Overview:

In Order Time you can add Charges to your Receivers. This allows you to account for Shipping Charges, Insurance, Duty and any other charges that may be associated with Receiving the Items and increase the costs associated with those Items.

The screenshot shows the 'Receiver - 120' interface. The 'Summary' section on the right contains the following table:

Summary Revision: 1 (US Dollar @ 1)	
Subtotal	5.00
Charges	0.00
Total Amount	5.00

The 'Charges' row is highlighted with a red box. Below the summary, there is a table of items:

ITEM	DESCRIPTION	QUANTITY	UOM	COST	EXT.	STD. COST	PURCHASE TAX CODE	LINKED ORDERED QUANTITY	LINKED OPEN QUANTITY	CLASS	VALUE AMOUNT	LINKED NO.	ACTIONS
CR-0001	Deck of playing cards	0.00	EA	1.50000	0.00	0	Tax	1.00000	1.00000		0.00	139	🔍 🗑️
CR-0002	Glass eye	1.00	EA	5.00000	5.00	0		1.00000	0.00000		5.00	139	🔍 🗑️

How To:

The word Charges in the summary is a hyper link. Selecting the Word opens a pop-up box that allows you to enter the additions charges for the fields of Shipping, Insurance, Duty or Other.

The screenshot shows the 'Receiver - 120' interface with a 'Charges' pop-up dialog box open. The dialog box contains the following fields:

Shipping	<input type="text" value="30"/>
Insurance	<input type="text" value="0.00"/>
Duty	<input type="text" value="0.00"/>
Other	<input type="text" value="0.00"/>

At the bottom of the dialog box, there are 'Save' and 'Cancel' buttons.

Order Time will divide the total Charges by percentage to increase the Value Amount of the Items on this receiver by the ratios of Allocation you set up in your Company Preferences. This accounting principal is called inventory capitalization. The costs capitalized will hit the cost of goods sold account when the inventory is sold.

Company Preferences

Section	Receiving
General	<input checked="" type="checkbox"/> Auto complete Receiver from Purchase Order. Uncheck to receive items manually.
Activities	<input type="checkbox"/> Deny receiving orders greater than ordered
Doc #s	<input checked="" type="checkbox"/> Update vendor purchase cost after receiving
Items	<input type="checkbox"/> Warn when receiving items with 0 quantity.
Inventory	<input type="checkbox"/> Once received, line items with 0 quantity received should remain on the receiver.
Sales	<input type="checkbox"/> Add Open Purchase Order Items to Receivers
Shipping	Allocate Receiver Charges based on:
Payments	Cost
Purchasing	
Receiving	
Production	
Lot / Serial #s	
Repair Orders	
Mobile	
Mail and Calendar Integration	

Order Time WILL NOT post the individual lines of the Charges into QuickBooks. The Charges increase the Value Amount of the Items on the Receiver. If you want to immediately expense charges, you should add 'other charge' line items to Receiver instead of using the 'Charges' box.