

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' table is as follows:

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 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: 30
- Insurance: 0.00
- Duty: 0.00
- Other: 0.00

Buttons for 'Save' and 'Cancel' are at the bottom of the dialog box. The background interface is dimmed.

Order Time will divide the total Charges by percentage to increase the Cost (Value) of the Items on this receiver by the percentage of Allocation you set up in your Company Preferences.

Company Preferences

Section
General
Activities
Doc #s
Items
Inventory
Sales
Shipping
Payments
Purchasing
Receiving
Production
Lot / Serial #s
Repair Orders
Mobile
Mail and Calendar Integration

Receiving

- Auto complete Receiver from Purchase Order. Uncheck to receive items manually.
- Deny receiving orders greater than ordered
- Update vendor purchase cost after receiving
- Warn when receiving items with 0 quantity.
- Once received, line items with 0 quantity received should remain on the receiver.
- Add Open Purchase Order Items to Receivers

Allocate Receiver Charges based on:

Cost

Order Time WILL NOT post the individual lines of the Charges into QuickBooks. The Charges increase the Cost and Value Amount of the Items on the Receiver. Which in turn will post to QuickBooks the same way so that they are matching.