

Closing a PO or SO with an Open Quantity

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Overview:

Sometimes Purchase Orders or Sales Orders will not be fully fulfilled. There maybe Open Quantity of 1 or more items but the Order remains in an Open Status.

Solution:

To solve this issue you would change the PO or SO status to Voided. That will actually just Clear the Open Items and because you have partially Received or Shipped that order the Status will change to Closed.