

Consignment Module

Consignment Receipts

Purpose: Bringing stock into the system as consignment.

Where to find it: Menu → Products → Consignment Receipts

The screenshot shows the 'Consignment Receipts' window in SpiraSoft. The window title is 'Demo Company - Products - Consignment Receipts [Build 2015.6.2.21]'. The interface includes a menu bar (File, View, Help), the SpiraSoft logo, and the 'advantage' logo. A navigation bar at the top right contains the text 'If you are never scared, embarrassed, or hurt'. Below this, there are tabs for 'Consignment Received', 'Consignment Returned', and 'History'. The main area contains several input fields and controls: 'Source: Purchase Order' (highlighted with a red box), 'Search for a Product' (highlighted with a red box), and a 'Select Supplier' dropdown menu showing 'Supplier - 1'. There are also fields for 'Document No', 'Order No', 'Supplier Ref', 'Date Received' (set to 18 May 2016), 'Time Received' (set to 11:14:38), 'Trade Disc', 'Rebate Disc', 'Other Disc', 'Net Amount', 'Tax', and 'Invoice Total'. A search section below these fields includes a 'Search Product' input field, a 'Search' button, and a 'Products found' field. At the bottom, there are buttons for 'Receive Item', 'Receive All', 'Edit Item', 'Remove Item', and 'Remove All', along with checkboxes for 'Modify Invoice Totals before Save' and 'Print Labels After Saving', and 'Cancel' and 'Save' buttons. The bottom status bar shows 'of' and 'EN'.

1. Source: Purchase Order – Consignment can be brought in from a purchase order.
2. Select a Supplier from the drop down
3. Search for a Product – to add a product to consignment receipt it.
4. There are 2 options to bring consignment stock into the system:
 - Purchase Order
 - Product Search

Receive Item

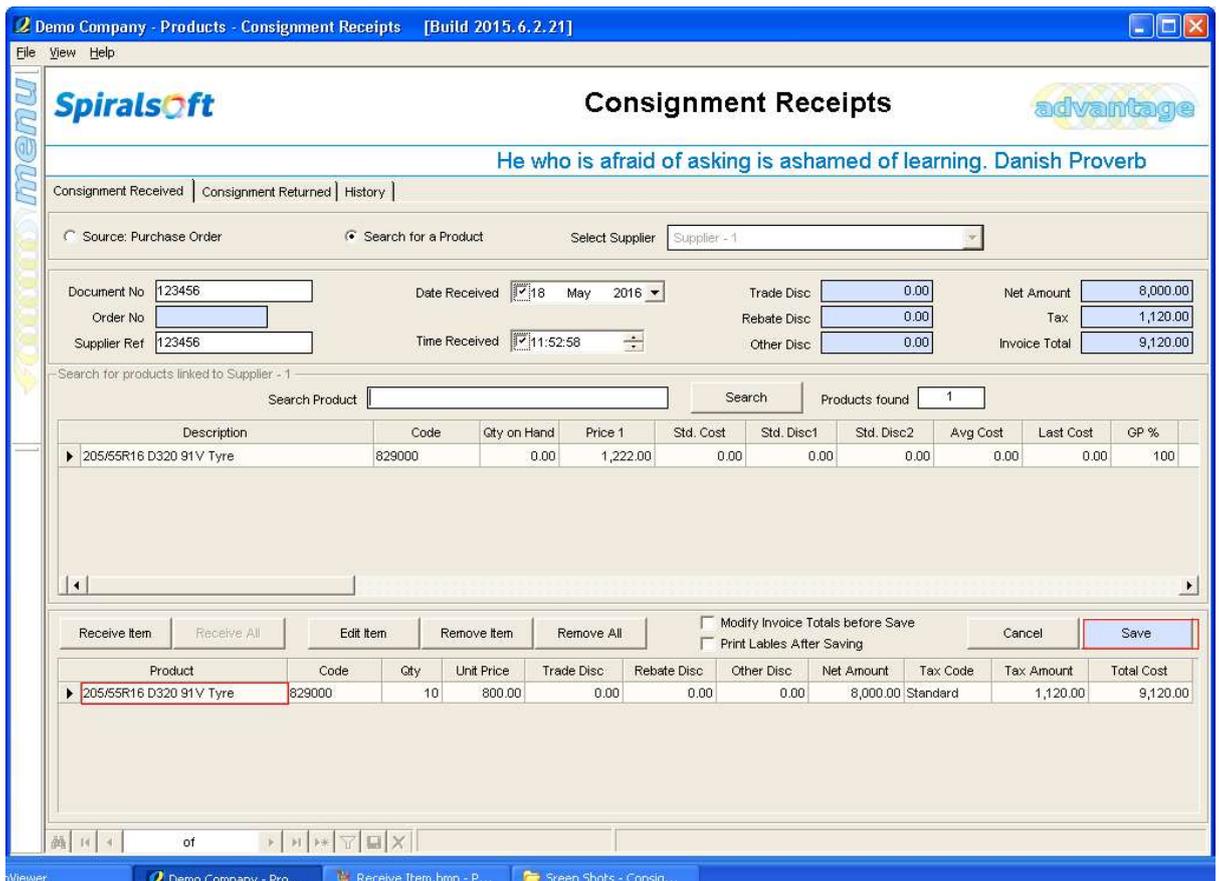
Add ...

205/55R16 D320 91V Tyre

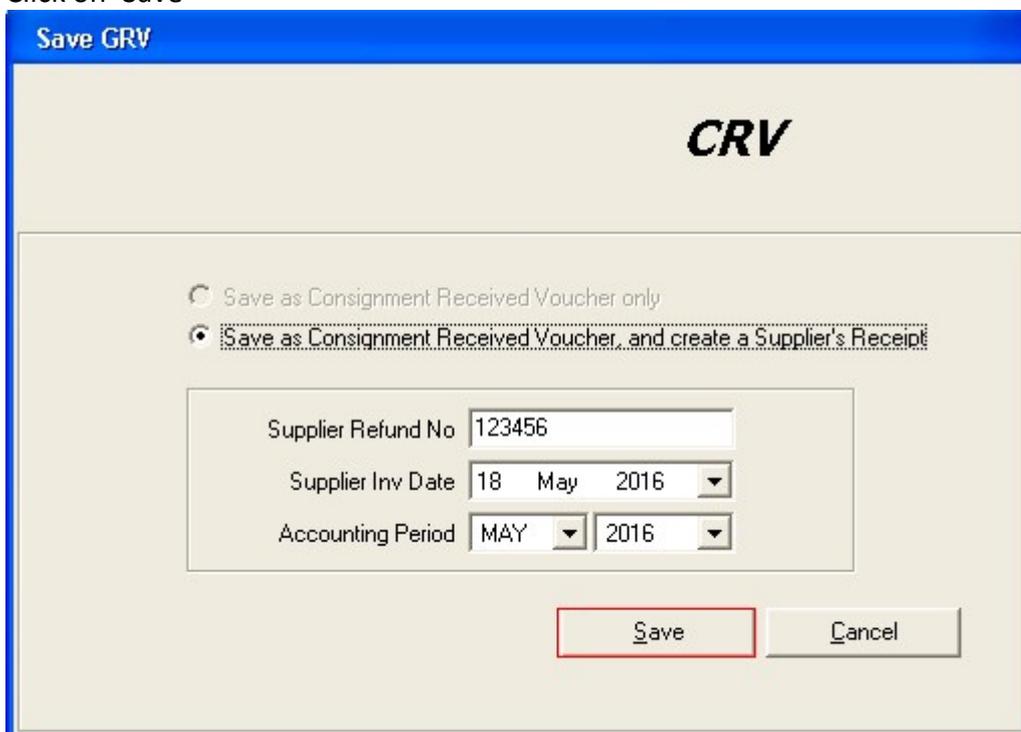
Total Ordered		
Received To Date		
Qty Received Now	10	829000
Unit Price	800.00	
Sub Total	8,000.00	
Trade Discount		0.00 %
Sub Total	8,000.00	
Rebate Discount	0.00	0.00 %
Sub Total	8,000.00	
Other Discount	0.00	0.00 %
Net Cost	8,000.00	
Tax Method	Standard	
Tax	1,120.00	
Total Amount	9,120.00	

Add Cancel

5. 'Receive Item' screen appears. Enter the quantity received now and the Unit Price
6. Note that the Unit Price is always pre-negotiated with the supplier and will be used when stock is GRV'd into the system or returned.
7. Click on 'Add'



8. The item received will appear in the bottom grid.
9. Click on 'Save'



10. A 'Save CRV' screen appears
11. Click on 'Save'
12. Click on 'Yes'. Please note that a supplier invoice is not created at this point.

13. A 'Consignment Received Voucher' print screen appears.

Goods Received Voucher

Print... 100% 1/1 Back Forward

From: /Supplier:		To: /Purchaser:	
Supplier - 1		Demo Company, /a Demo Company	
TelNo:		TelNo:	
Fax No:		Fax No:	
VATNo:		Reg No:	
		VATNo:	

Consignment Received

References:		Received By:	
Delivery Note No: 123456	Page No: 1	Date Received: 2016/05/18 12:01:39 PM	
Order No:		CRV Number: 1	
Our Ref:		Received By: SpiralsoftSupport	
Supplier Ref: 123456			

Code	Description	Qty	Unit Price	Trade	Rebate	Other	Tax	Total
829000	205/55R16 D320 91V Tyre	10.00	800.00	0.00	0.00	0.00	1,120.00	8,000.00

Selling Consignment stock or paid stock out on Consignment

Where to find it: Point of Sale

Demo Company - Advantage - Point-of-Sale [Build 2015.6.2.21]

Four things come not back: the spoken word, the spent arrow, the past, the neglected opportunity. Omar Idi

John Doe

Spiralsoft

Unit Price	1,222.00	Qty	5.00
Discount %	0.00	Discount	0.00
Normal	100.0000	Price	6,110.00

205/55R16 D320 91V Tyre

829000	0.00	0.00	100.
10.00	0.00	0.00	100.

Order No: [] Asset: **JOHN DOE** Most Recent

Description	Code	Qty	Unit Price	Discount	Total
205/55R16 D320 91V Tyre	829000	5	1,222.00	0.00	6,965.40

Description	Code	Unit Price	Stock
205/55R16 D320 91V Tyre	829000	1,222.00	10
235/35R19 91Y XL P1cint PASSENGER Pirelli	2282900	7,041.00	0

6,110.00	6,110.00	AMOUNT	6,110.00
	0.00	TAX	855.40
	0.00	TOTAL	6,965.40

John Doe More Notes

1. Search for the customer
2. Search for the product
3. Enter the quantity to sell to the customer
4. Click on 'Save'
5. Save as Consignment
6. A consignment note will appear as a print screen.

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Consignment Note

Invoice to: John Doe / Demo Company

Ord No	DocNo+1No	Date	Time	Cashier	Customer Ref	Salesperson	Page
(3)	1	18/05/2016	12:32 PM	tb		<Select>	1 / 1

Code	Description	Qty	Unit Price	Discount %	Net Amount
829000	205/55R16 D320 91V Tyre	5.00	1,222.00	0.00	6,110.00

Billing of sold Customer Consignment

Purpose: When a customer notifies you that they have sold your consignment, you would bill the customer under 'Customer Consignment' in the Back Office.

Where to find it: Menu → Customers → Customer Consignment

Consignment Billing | Consignment Return | Consignment History

Selected Consignment Note Transactions

Search: [] Fetch Select All Unselect All

From: 01 May 2016 To: 18 May 2016 Rows: 1

Post Consignment Invoice

E-mail Address: [] Amount: 2,444.00 Cost: 1,600.00 E-mail document: []
Discount: 0.00 GP: 844.00 Copies to Print: 1
Tax: 342.16 GP%: 34.53 Post
Total: 2,786.16

Consignment Stock Note

Post	Date	Tran No	Order No	Product	Product Description	Quantity	Invoiced Qty	Returned Qty	Invoice Qty	Disc	Tax	Total	User
<input checked="" type="checkbox"/>	2016/05/18 12:32:48	1		829000	205/55R16 D320 91V Tyre	5.00	2.00	0.00	2	0.00	342.16	2,786.16	Spiralsoft Su

Note: If a customer wishes to return the consignment it will also be done under the 'Consignment Return' tab.

Consignment Billing

1. Search for the customer using the filter at the bottom
2. Tick the post box by the line item
3. Insert the desired 'invoice qty' to be invoiced to the customer
4. Click on 'Post'
5. Please note that you cannot change the invoice amount (price) as it was defined when the consignment note was created.

Demo Company - Products - Stock Receipts [Build 2015.6.2.21]

File View Help

Spiralsoft **Stock Receipts** **advantage**

When written in Chinese the word 'crisis' is

Goods Received | Goods Returned | **History**

Find Goods Received/Returned Voucher

Select Supplier: Supplier - 1 From: Sunday, May To: Thursday, May GRV's: 2 **Fetch** Re-Print Barcode

Goods Received/Returned Vouchers (GRV/GRN)

GRV No	Date Received	Delivery Note	Supplier Reference	Trade Disc	Rebate Disc	Other Disc	Net Amount	Tax Total	Total
3	5/18/2016 1:00:36 PM	123456	123456	0.00	0.00	0.00	1,600.00	224.00	1,824.00
5	5/18/2016 3:45:08 PM	123456	123456	0.00	0.00	0.00	1,600.00	224.00	1,824.00

GRV/GRN Detail

Product	Code	Qty	Unit Price	Trade Disc	Rebate Disc	Other Disc	Net Amount	Tax Code	Tax Amount	Total Cost
205/55R16 D320 91V Tyre	829000	2.00	800.00	0.00	0.00	0.00	1,600.00	Standard	224.00	1,824.00

Supplier Invoice

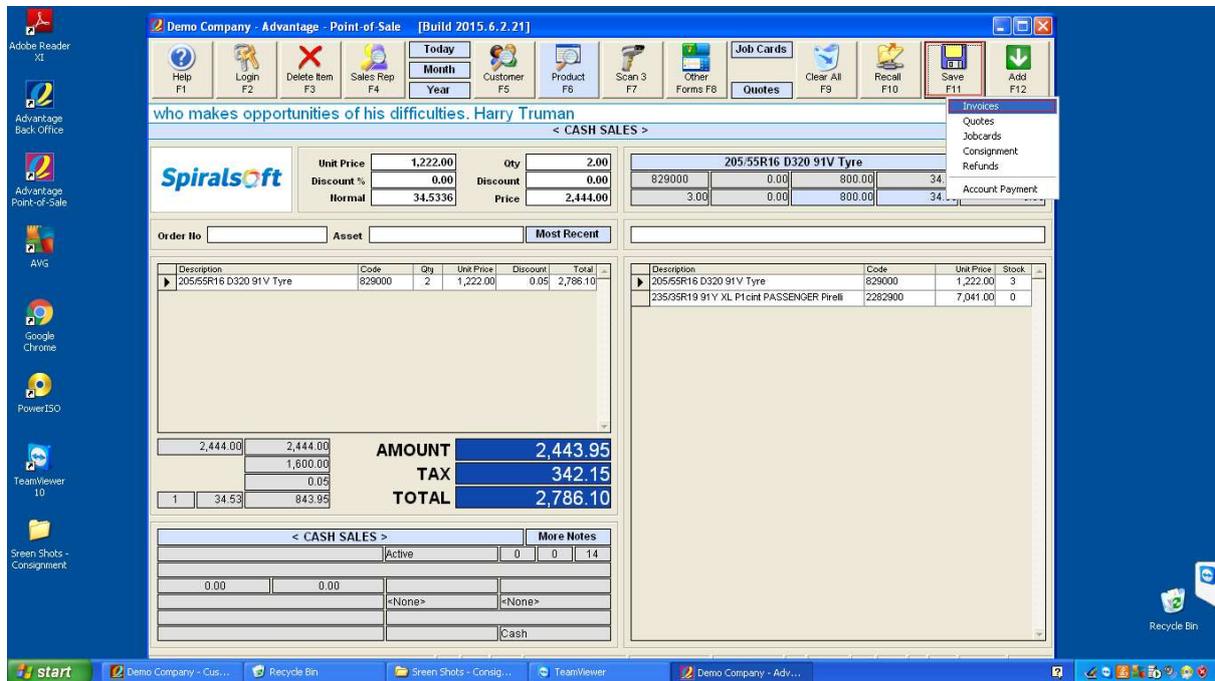
Supplier Ref	Transaction Type	Invoice No	Invoice Date	Trade Disc	Rebate Disc	Other Disc	Net	Tax	Total	Date Captured
123456	Supplier Invoice	123456	5/18/2016 1:00:36 PM	0.00	0.00	0.00	1,600.00	224.00	1,824.00	5/18/2016 1:00:36 PM

Windows XP Service Pack 3 227 Local (local) DEMOBASE [2015.6.2] Demo Company Spiralsoft Support NUM CAPS INS SCRL 5/19/2016 10:55 AM

- A GRV (Goods Received Voucher) and a Supplier Invoice is automatically created in the background when an invoice is made on consignment stock from the Point of Sale or Customer Consignment Screen.
- Under Stock Receipts under the History tab you will see the GRV created and the supplier invoice.

Invoicing Consignment

Where to find it: Point of Sale



1. Search for the Customer
2. Search for the Product
3. Enter desired quantity to sell
4. Add the product
5. Save as an Invoice

Note:

- If the product you are selling has both paid stock and consignment stock, the system will first sell the paid stock before it starts selling the consignment stock.
- The system automatically creates a GRV (Goods Received Voucher) and a Supplier Invoice when consignment stock gets sold.

Reporting

Consignment Valuation

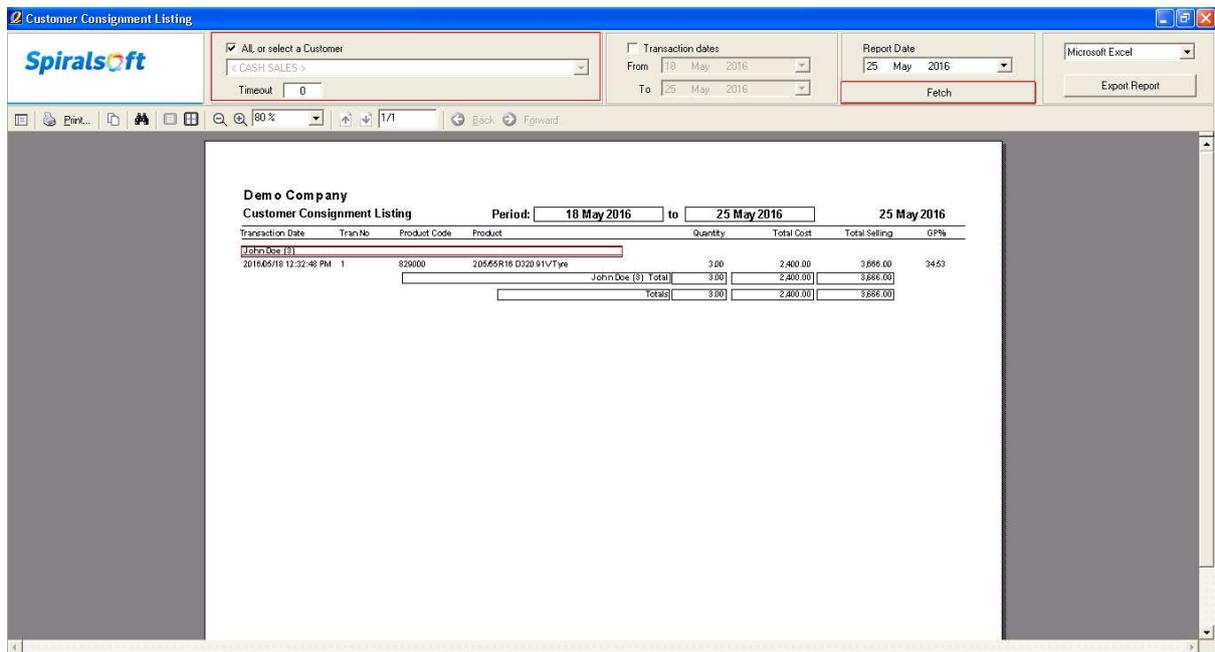
Where to find it: Menu → Products → Product Reports → Consignment Valuation

Product	Code	Qty OC	Qty IS	Qty OH	Total Cost	Unit Price	Total Price	GP%
<None>								
20565R16 D320 91V Tyre	829000	5	3	8	6,400.00	1,222.00	9,776.00	34.53
<None> Total		5	3	8	6,400.00		9,776.00	
Demo Company Total		5	3	8	6,400.00		9,776.00	

- Qty OC: quantity at customer
- Qty IS: quantity in store
- Qty OH: quantity on hand

Customer Consignment Listing

Where to find it: Menu – Customers- Customer Reports- Customer Consignment Listing



Demo Company
Customer Consignment Listing Period: 18 May 2016 to 25 May 2016 25 May 2016

Transaction Date	Tran No	Product Code	Product	Quantity	Total Cost	Total Selling	GP%
2016/05/18 12:32:48 PM	1	829000	20565R16 D320 91V1Yse	3.00	2,400.00	3,688.00	34.53
John Doe (S) Total				3.00	2,400.00	3,688.00	
Totals				3.00	2,400.00	3,688.00	

1. Search for a Customer or tick the box for All Customers
2. Click on 'Fetch'
3. This report will show you exactly how much of your consignment stock is at which customer.

Accountant Module - Balance Sheet

Where to find it: Menu → Accountant → Financial Reports → Balance Sheet

Demo Company		MY 2016
Balance Sheet at Thursday, May 19, 2016		
Assets		
Noncurrent Assets		
Property, Plant and Equipment		0.00
Investments and Loans		0.00
Investments and Finance Leases		0.00
Current Assets		3,200.00
Inventories		3,200.00
Trade and Other Receivables		0.00
Prepayments		0.00
Cash and Cash Equivalents		0.00
Total Assets		3,200.00
Equity and Liabilities		
Capital and Reserves		
Issued Capital		0.00
Reserves		0.00
Accumulated Profits/Losses		0.00
Noncurrent Liabilities		0.00
Interest-bearing Borrowings		0.00
Retirement Benefit Obligations		0.00
Current Liabilities		3,200.00
Trade and Other Payables		3,200.00
Taxation		0.00
Warranty Provision		0.00
Total Equity and Liabilities		3,200.00

- **Inventories:** The value of your inventory will only be affected once you have converted a consignment note into an invoice or you have invoiced out consignment stock.
- **Trade and Other Payables:** This amount is what you are still liable for to your supplier. (The value of the consignment that you still have not sold).