

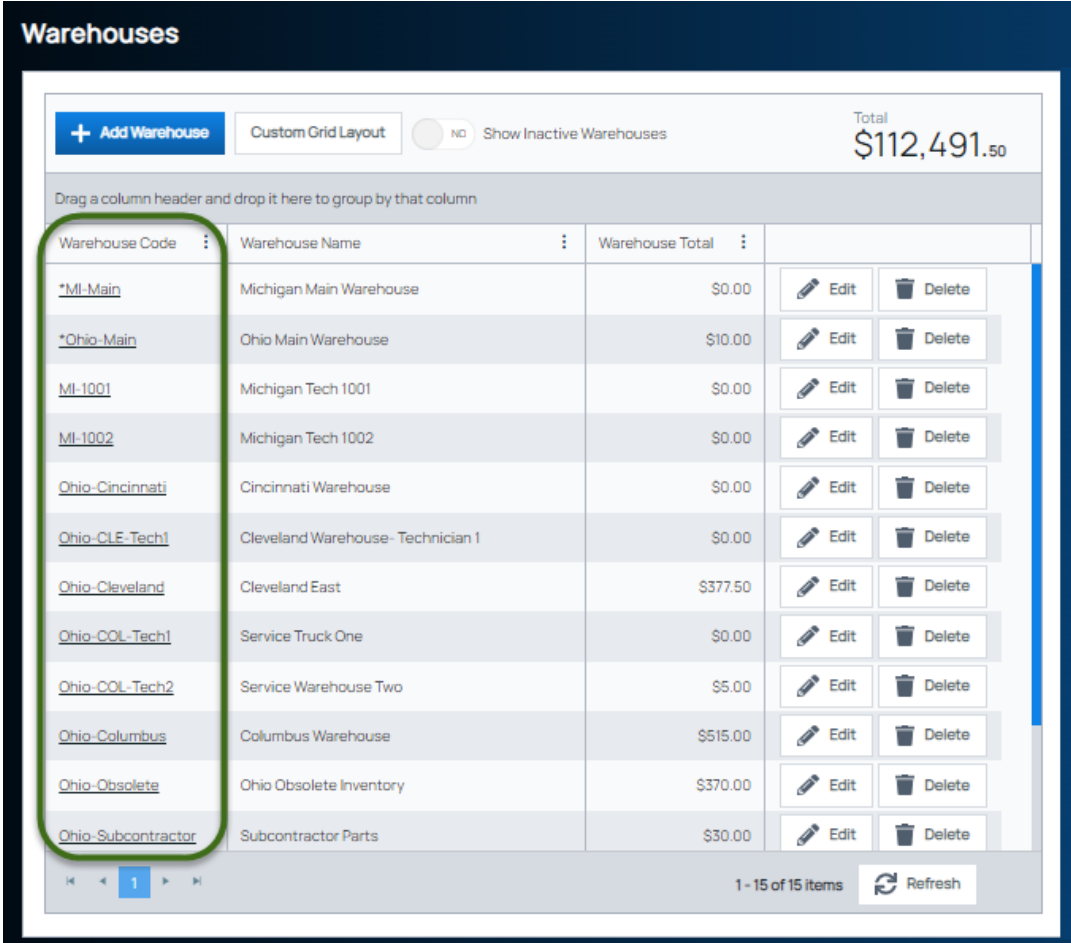
Transfer a Part

Last Modified on 04/27/2022 10:56 am EDT

Users have the ability to transfer one or more parts from one warehouse to another.

To begin a part transfer, navigate to Inventory > Warehouses.

From the Warehouse list, click on the hyperlink in the Warehouse Code column of the warehouse parts will be transferred "From".



The screenshot shows the 'Warehouses' page with a table of warehouse data. A green box highlights the 'Warehouse Code' column, which contains hyperlinks for each row. The table has columns for Warehouse Code, Warehouse Name, Warehouse Total, and actions (Edit and Delete). The total value for all warehouses is \$112,491.50.

Warehouse Code	Warehouse Name	Warehouse Total	
*MI-Main	Michigan Main Warehouse	\$0.00	Edit Delete
*Ohio-Main	Ohio Main Warehouse	\$10.00	Edit Delete
MI-1001	Michigan Tech 1001	\$0.00	Edit Delete
MI-1002	Michigan Tech 1002	\$0.00	Edit Delete
Ohio-Cincinnati	Cincinnati Warehouse	\$0.00	Edit Delete
Ohio-CLE_Tech1	Cleveland Warehouse- Technician 1	\$0.00	Edit Delete
Ohio-Cleveland	Cleveland East	\$377.50	Edit Delete
Ohio-COL_Tech1	Service Truck One	\$0.00	Edit Delete
Ohio-COL_Tech2	Service Warehouse Two	\$5.00	Edit Delete
Ohio-Columbus	Columbus Warehouse	\$515.00	Edit Delete
Ohio-Obsolete	Ohio Obsolete Inventory	\$370.00	Edit Delete
Ohio-Subcontractor	Subcontractor Parts	\$30.00	Edit Delete

The Warehouse page will be displayed. At the upper right of the page, click on the Part Transfer button.

Warehouse - *MI-Main Edit History Part Transfer Delete

Warehouse Total: **\$1,055.83**

Code: *MI-Main
 Name: Michigan Main Warehouse
 Description:
 Address: 415 N Main Plymouth, MI 48170
 GL Account: 12800-Inventory-Michigan

Inventory: 5 | Purchase Orders: 2 | Physical Inventory: 2 | Technicians: 2 | Part Ledger: 20

Export to Excel Show All Custom Grid Layout

Drag a column header and drop it here to group by that column

Code	Name	Row	Shelf	Bin	Quantity	Value	
5804	4 Button Remote				7	\$78.41	Part Transfer Adjust
AC-RP44	Alarm Control Remote Plate				1	\$5.00	Part Transfer Adjust
AC-RP26	Alarm Control Remote Plate				1	\$5.00	Part Transfer Adjust
WAVE2	Honeywell 2 Tone Siren				6	\$40.42	Part Transfer Adjust
HW-GSMV	Honeywell Cell				1	\$90.00	Part Transfer Adjust
HW-GSMX	Honeywell GSMX Cell				1	\$0.00	Part Transfer Adjust
					1	\$125.00	

1 - 13 of 13 items Refresh

The Part Transfer form will be displayed. Select the To Warehouse, and then on the left side of the page select the parts and quantities to transfer.

Part Transfer Bring All to Min Bring All to Max Undo Cancel Transfer

Note: Stock for truck MI-1005

Code/Description: Manufacturer/Category/SubCategory:

From Warehouse: Michigan Main Warehouse

Name	Code	Qty	Action
Vista 100 Control Panel	Vista 100	2 -1	
Vplex 2 Zone Expander	41935N	5	
Honeywell GSMX Cell	HW-GSMX	1	
Honeywell Internet Cell	HW-IGSMV	1	
Honeywell Cell	HW-GSMV	1	
Revere Single Gang Flush Mount Str	REV-RSTIG-C	1	
Honeywell Wireless Smoke	HW-5808W3	1	
Honeywell 2 Tone Siren	WAVE2	6 -2	

1 - 13 of 13 items

To Warehouse: Michigan Tech 1005

Name	Code	Qty
Vista 100 Control Panel	Vista 100	0 1
Vplex 2 Zone Expander	41935N	0
Honeywell GSMX Cell	HW-GSMX	0
Honeywell Internet Cell	HW-IGSMV	0
Honeywell Cell	HW-GSMV	0
Revere Single Gang Flush Mount Strobe	REV-RSTIG-C	0
Honeywell Wireless Smoke	HW-5808W3	0
Honeywell 2 Tone Siren	WAVE2	0 2

1 - 13 of 13 items

Once the transfer information is finished, click the Transfer button at the top right of the Part Transfer page.

The Part Transfer Summary page will be displayed. Review the information to make certain the To Warehouse and the transfer quantity is correct. Click the Save button to complete the transfer.

Part Transfer Summary ✕

Part Name	Part Code	From Warehouse	To Warehouse	Qty
Vista 100 Control Panel	Vista 100	Michigan Main Warehouse	Michigan Tech 1005	1
Honeywell 2 Tone Siren	WAVE2	Michigan Main Warehouse	Michigan Tech 1005	2
4 Button Remote	5804	Michigan Main Warehouse	Michigan Tech 1005	1