

<b>Application</b>	ChreosClient – Chreos 3
<b>Module</b>	Stock
<b>Access</b>	Various
<b>Minimum service pack</b>	SP26
<b>This document</b>	Linking in a freight item Ref 15.4 Draft Copy Published April 2002

## To Set Up a Non-Diminishing Freight Type

The following is just a suggestion as how a non-diminishing item type for freight can be set up. It is recommended that an individual type is set up for freight for reporting purposes. In cases where reporting is not required it would be adequate to use any non-diminishing type that has already been set up, therefore allowing you to miss this step.

- Select the menu option "Stock | Stock table maintenance" and select the 'Item type' tab page.
- Click the [Add] button.
- Enter the type details as follows:
  - **Description.** Freight
  - **Expected Margin.** 0.00
  - **Margin Tolerance.** 0.00
  - **Trade From.** Non-dim
  - **Min Qty.** Leave blank
  - **Max Qty.** Leave blank
  - **Item Code.** Frgt
  - **Stock Priority.** Other
  - **Serial Number Tracking.** Leave blank
  - **Print Labels.** Leave blank
  - **Subscription.** Leave blank
- The 'Associated general ledger accounts' that are selected for the type will depend on how the general ledger has been set up and what accounts are available. Note: If you do not use the general ledger then all of these fields can be left blank.
- Click the [Save] button.

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## To Set Up a Freight Item

The following is just a suggestion as how an item for freight can be set up.

- Select the menu "Stock | Stock management" and select the 'Item detail' tab page.
- Click the [Add] button.
- Enter the item details as follows:
  - **Code.** Freight
  - **Code2.** Name as required.
  - **Name.** Freight
  - **Type.** Freight, note: the 'Trade from' display field will be non-diminishing
  - **Location/Make/Maker.** select randomly - it does not matter.
  - **Sell.** 0.00
  - **GST/Stock Discount.** Leave blank.
  - **Minimum Stock.** 0
  - **Maximum Stock.** 0
  - **Print Label.** Leave blank
  - **Stocking Priority.** Other
  - **Costing.** Last cost price.
  - **User-defined Fields.** If these are set up select as required or leave blank.
- Click the [Save] button.

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## To Link in the Freight Item

- Select the menu option "Stock | Stock table maintenance" and select the 'Stock linking' tab page.
- Click the [Edit] button.
- In the combo next to 'Freight item' select the 'Freight' item that you have just created.
- Click the [Save] button.

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