Add Purchase Invoice using Multi-ICT

Last Modified on 04/10/2024 3:52 pm CDT

Multi-location companies often transfer product from one Location to another. Using the Multi-ICT option allows easy creation of Purchase Invoices from multiple Inter-Company Transfers (ICT).

At Accounting / Inventory / Purchase Invoicing, select **Multi ICT**. The Select ICT window displays listing the Vendor ID, Ticket #, Ship Date, From, To, Control #, Load #, ICTOffsetTicket, and Notes.

Note: If the ICT was created from a Blend or Delivery Ticket using the Ship From feature, the Blend or Delivery Ticket number is populated in the *Notes* column.

Choose the ICTs to be processed and select Import.

Note: Right-clicking a ticket in the *Select ICT* window displays the ticket details in a window for review prior to importing.

ntercompa 42085 06/07/2019 00MAIN 01IND 42086 ntercompa 42087 03/12/2021 01IND 00MAIN 42088 DT # 12000 ntercompa 42089 08/01/2022 01IND 00MAIN 42090 DT# 140000 ntercompa 42099 07/07/2023 00MAIN 01IND 42100 DT# 120000 ntercompa 42099 07/07/2023 00MAIN 01IND 42100 DT# 120000 ntercompa 42101 09/05/2023 01IND 00MAIN 42102 DT # 120000 ntercompa 42103 09/05/2023 01IND 00MAIN 42102 DT # 120000 ntercompa 42103 09/05/2023 01IND 00MAIN 42104 DT # 120000		Notes	ICTOffsetTicket	Load #	Control #	То	From	Ship Date	Ticket #	/endor ID
htercompa 42087 03/12/2021 01IND 00MAIN 42088 DT # 12000 ntercompa 42089 08/01/2022 01IND 00MAIN 42090 DT# 140000 ntercompa 42099 07/07/2023 00MAIN 01IND 42100 DT# 120000 ntercompa 4209 07/07/2023 00MAIN 01IND 42100 DT# 120000 ntercompa 42101 09/05/2023 01IND 00MAIN 42102 DT # 120000 ntercompa 42103 09/05/2023 01IND 00MAIN 42104 DT # 120000			42086			01IND	00MAIN	06/07/2019	42085	ntercompa
htercompa 42089 08/01/2022 01IND 00MAIN 42090 DT# 140000 htercompa 42099 07/07/2023 00MAIN 01IND 42100 DT# 120000 htercompa 42101 09/05/2023 01IND 00MAIN 42102 DT # 120000 htercompa 42103 09/05/2023 01IND 00MAIN 42104 DT # 120000	000059	DT # 1200000	42088			00MAIN	01IND	03/12/2021	42087	ntercompa
ntercompa 42099 07/07/2023 00MAIN 01IND 42100 DT# 120000 ntercompa 42101 09/05/2023 01IND 00MAIN 42102 DT # 120000 ntercompa 42103 09/05/2023 01IND 00MAIN 42104 DT # 120000	000035	DT# 1400000	42090			00MAIN	01IND	08/01/2022	42089	ntercompa
ntercompa 42101 09/05/2023 01IND 00MAIN 42102 DT # 12000/ ntercompa 42103 09/05/2023 01IND 00MAIN 42104 DT # 12000/	000075	DT# 1200000	42100			01IND	00MAIN	07/07/2023	42099	ntercompa
ntercompa 42103 09/05/2023 01IND 00MAIN 42104 DT # 12000/	000077	DT # 1200000	42102			00MAIN	01IND	09/05/2023	42101	ntercompa
	000078	DT # 1200000	42104			00MAIN	01IND	09/05/2023	42103	ntercompa
ntercompa 42105 09/05/2023 01IND 00MAIN 42106 DT # 12000	000078	DT # 1200000	42106			00MAIN	01IND	09/05/2023	42105	ntercompa
ntercompa 42107 11/30/2023 00MAIN 01IND 42108			42108			01IND	00MAIN	11/30/2023	42107	ntercompa
Vendor D									Vendor ID	

The Add a Purchase Invoice window appears for the first transfer selected. Choosing **Skip** allows skipping that transaction without creating a Purchase Invoice and, if multiple ICTs were imported, the next transaction displays. On the *From Receipt* tab, review the *Qty Recvd* and the <\$/Unit>. Correct any information necessary and select **Save** to save the Purchase Invoice and move to the next transaction. Selecting **Cancel** closes out of the transaction without saving.

Add	A Purchase	Invoice						2
<1	Vendor ID>	ntercompa	Intercompany Transfer			Regul	ar	Prepay
	Invoice #	CT42103	Notes		Вето	re	0.00	0.00
	voice Data	4/10/2024	Due Dete 04/10/2024		Aft	er		
In	voice Date	14/10/2024	Due Date 04/10/2024			Discount	Terme	
						Pay By	Terms	Disc Am
Price	Ву							
_• \$	\$/Unit O	\$Total						
From F	Receipt Dire	ect						
	<ticket#></ticket#>	<p.o. #=""></p.o.>	Product Name	Qty Recvd.	Invoiced	<\$/Unit>	U	STota
1 🕨	42103		Dap (18-46-00)	-2500.000	-2500.000	353.136	Lbs	-441.4
2	42104		Dap (18-46-00)	2500.000	2500.000	353.136	Lbs	441.4
<								
Freight	•		Analy Fasia				Total	0.0
reight	·		Apply Freig			Freight/Add	-ons	0.0
Freight	t Vendor≻			Show	Lot#	Disc	ount	0.0
reigini						Amount Pre	enaid	0.0
Teigin		Dr	int On	01/2	0	/ dilocanterio	-paid	0.0