

# **Creating a Goods Receipt**

Aptean Ltd  
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# Contents

<b>1 Creating a Goods Receipt.....</b>	<b>1</b>
1.1 Goods In - Goods Receipt Confirmation.....	1
<b>2 Document History.....</b>	<b>11</b>

# 1 Creating a Goods Receipt

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## 1.1 Goods In - Goods Receipt Confirmation

<br>

The Goods Receipt Confirmation screen is used to create the stock within the warehouse. The screen retrieves the data from a previously created Goods Received Advice. <br>

The Goods Receipt Confirmation screen can be found in the Goods Receipt folder. <br>

The following section covers how to receive in stock. <br>

<br>

Upon entering the screen, you will notice that the screen is in ?Query Mode? and the cursor in the GRN No. field. <br>

Note: GRA and GRN are the same thing. <br>



To start the receipt process, enter the GRN number you wish to receive against and press the ?Execute Query? icon.  
<br>

Calidus (3PL) v7.70 DEV

Action Edit Query Block Record Field Window Help

Goods Receipt Confirmation

Owner: XXA Warehouse: XX1 14-OCT-

Owner: XXA 001 GRN No: 185 Next Supplier: Temporary

Standard Client (3pl) Advice: Full

BOL / EDN Send Confirmed:

GRN Conf.

- Additional Details
- GRN Prints
- Details
- Header Details
- Confirm
- Container Seal Numbers
- Monitor References
- Cross-Docking

OBS LOGISTICS

You will now be presented with a new screen. <br>



The yellow fields are mandatory and must be filled in. Using the tab button in the fields will make the default value be entered. <br>

Receipt Date - Default value is today's date.

Receipt Type - Default value is ?REC?. The user can manually enter ?RET? if the stock being entered is from a return. <br>

The total received and returned pallets is piece of functionality that is related to pallet exchange (chep etc) and not really used. <br>

Once all the details have been entered, press the ?Details? option on the left hand side of the screen (see the screen shot below). <br>



**Calidus (3PL) v7.70 DEV**

Action Edit Query Block Record Field Window Help

Goods Receipt Confirmation

Owner: XXA Warehouse: XX1 14-OCT-2010 WHS0150 v4.78

Owner: XXA 001 GRN No: 185 Next Supplier: X-001 001 Temporary Bonded: No

Standard Client (3pl) Advice: Standard Supplier Full Bonded: No

Confirmed: No

BOL / EDI Send

GRN Conf.

- Additional Details
- GRN Prints
- Details
- Header Details
- Confirm
- Container Seal Numbers
- Monitor References
- Cross-Docking

Receipt Date: 13-OCT-2010 14:39:41

Receipt Type: REC

Check Sheet No:

Total Received Pallets: 3

Total Returned Pallets: 3

Country:

Bay: 1

Mixed Pallets: No

Actual Advice Note Num:

Expected No. Pallets: 3

Actual No. Pallets: 0

Expected Quantity: 30 / 0

Actual Quantity: 0 / 0

GRN Handling Charges

<br/>

<br/>



Select the product you wish to receive by clicking on it and then press the ?Pallet Details? button (see screen shot above). This will take you to the detail screen. <br>

Calidus (3PL) v7.70 DEV

Action Edit Query Block Record Field Window Help

Goods Receipt Confirmation

Owner: XXA Warehouse: XX1 14-OCT-2010 WHS0150 v4.78

Owner: XXA 001 GRN No: 185 Next Supplier: X-001 001 Temporary Bonded: No

Standard Client (3pl) Advice: Standard Supplier Full Bonded: No

Confirmed: No

BOL / EDI Send

GRN Conf.

- Additional Details
- GRN Prints
- Details
- Header Details
- Confirm
- Container Seal Numbers
- Monitor References
- Cross-Docking

Order: 00000185 Expected Pallets: 1 Qty: 10 0

Stock: 001001 Actual Pallets: 0 Qty: 0 0

Desc: Shirt (red)

Type	No. Pals	System Pallet Id

Owner Pallet Id:

Pack Size:

Quantity:

System Rotation:

Owner Rotation:

Country:

Hold Reason: Hold Ref:

Area:

Manu Date:

Sell By Date:

Catch Weight:

Measure Qty:

Cust PO Num:

Pallet Temperature:

Location:

Location Type:

Back

Details to enter - <br>

Type - This is the pallet type that the product is being brought in on. If you tab though the field the stock will be brought in the default pallet type that has been set up against the product code in stock maintenance. <br>

No. Pals - This is the number of pallets that you are receiving of the stock. <br>

System Pallet Id - The system will generate the pallet id, you do not need to enter any information in this field. <br>

Quantity - This is the quantity to be received. If you tab across this field then the default quantity for the number of pallets entered will be applied. <br>

System Rotation - This option can be switched off. If a rotation is required then this is where it is entered. <br>

Owner Rotation - This will default to whatever is entered in the System Rotation field. This can be overwritten. <br>

Sell by date - This is can be switched on or off dependant on whether a sell by date is relevant. <br>

Location - If ?Auto Putaway? in enabled then the system will attempt to suggest a location based on the selected putaway rules for the product. If not, then the user can enter a location manually. Note: The user can also use the list of values icon and ask the system to show a list of empty or available locations. <br>





**Calidus (3PL) v7.70 DEV**

Action Edit Query Block Record Field Window Help

Goods Receipt Confirmation

Owner: XXA Warehouse: XX1 14-OCT-2010 WHS0150 v4.7

Owner: XXA 001 GRN No: 185 Next Supplier: X-001 001 Temporary Bonded: No

Standard Client (3pl) Advice: Standard Supplier Full Bonded: No

Confirmed: No

BOL / EDI Send

GRN Conf.

- Additional Details
- GRN Prints
- Details
- Header Details
- Confirm
- Container Seal Numbers
- Monitor References
- Cross-Docking

Order: 00000185 Expected Pallets: 1 Qty: 10 0

Stock: 001001 Actual Pallets: 1 Qty: 10 0

Desc: Shirt (red)

Type	No. Pals	System Pallet Id
PLT	1	1047

Owner Pallet Id:

Pack Size:

Quantity: 10 0

System Rotation: TEST123

Owner Rotation: TEST123

Country:

Hold Reason: Hold Ref:

Area:

Manu Date:

Sell By Date: 10-OCT-2020

Catch Weight: 0.000

Measure Qty: 0.00

Cust PO Num:

Pallet Temperature:

Location: A1/02/5

Location Type: DEF

Back

<br>

After the details have been entered for the product, press the ?Back? button to return the previous screen. <br>





Calidus (3PL) v7.70 DEV

Action Edit Query Block Record Field Window Help

Goods Receipt Confirmation

Owner: XXA Warehouse: XX1 14-OCT-2010 WHS0150 v4.78


Owner: XXA 001 GRN No: 185 Next Supplier: X-001 001 Temporary Bonded: No

Standard Client (3pl) Advice: Standard Supplier Full Bonded: No

Confirmed: Yes This GRN has been confirmed as received

BOL / EDI Send

- GRN Conf.
  - Additional Details
  - GRN Prints
  - Details
  - Header Details
  - Confirm
  - Container Seal Numbers
  - Monitor References
  - Cross-Docking



&lt;br&gt;

It is now possible to produce various prints related to the GRN (see screen shot below) <br>



**Calidus (3PL) v7.70 DEV**

Action Edit Query Block Record Field Window Help

Goods Receipt Confirmation

Owner: XXA Warehouse: XX1

Owner: XXA 001 GRN No: 185 Next Supplier: X-001 001


Standard Client (3pl) Advice: Standard Supplier

BOL / EDI Send

Confirmed: Yes This GRN has been confirmed as received

GRN Conf.

- Additional Details
- GRN Prints
  - GRN Note
  - Putaway Instructions
  - Pallet Labels
  - Barcode Pallet Labels
  - Barcode Case Labels
  - Cross-Dock Pick List
- Details
- Header Details
- Confirm
- Container Seal Numbers
- Monitor References
- Cross-Docking



&lt;br\&gt;

The most common print outs being Pallet Labels and Putaway Instructions. <br\>



## 2 Document History

Version	Date	Status	Reason	Initials
Version 1	08/11/2010	Released		LBW

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