

WHSORA045 Supplier Wizard

Aptean Ltd
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1 WHSORA045 Supplier Wizard

Field Name	Description	Options	Generic Value
<i>Ledger Code **</i>	The ledger code the system uses to define which information can be used	PL1	PL1
<i>Short Name</i>	An abbreviated version of the customer name	10 character free text field or left blank	Defined by the client
<i>Supplier Type **</i>	The type of supplier this is. (Note, no maintenance screen has yet been created for this - so an Aptean staff member will have to create this using SQL)	Must have been created in supplier types - LOV available	Defined by the client
<i>Supplier Class **</i>	The class of supplier this supplier is grouped under.	Must have been created in supplier class maintenance - LOV available	Defined by the client
<i>Currency **</i>	The currency code for this supplier	Must have been created in currency codes maintenance - LOV available	Defined by the client
<i>Tax No</i>	The VAT number for the supplier	20 character free text field or left blank	Blank
<i>Cust Ledger/Customer</i>	The default customer code for this supplier (note, the ledger code always needs to be prefixed)	SL1/Customer code - customer must have been created in customer wizard - LOV available	SL1/Defined by the client
<i>Settle Method</i>	The frequency in which the supplier will settle their invoices (not migrated)	Month, Day	N/A
<i>Settle Days</i>	The number of days before an invoice needs to be settled (not migrated)	4 digit numerical field	N/A
<i>Bonded Flag</i>	Determines whether a supplier is bonded or not (not migrated)	Y or N	N/A
<i>SSCC Control Flag</i>	Determines whether this supplier requires SSCC labels	0 - SSCC are Optional M - SSCC are Mandatory	Defined by the client
<i>Invoice Required</i>	Determines whether an inbound commercial invoice will be required for the supplier (client	No Comm Inv Required	No Comm Inv Required



Field Name	Description	Options	Generic Value
	specific)		
		Comm Inv Required Std Rec Only Comm Inv Required All Rec	
Dispute Code **	The code used for disputing an invoice (not migrated)	1 character free text field	0
Payment Set	The payment group for the supplier (not migrated)	1 character free text field or left blank	Blank
Buyer	The buyer code for the supplier (not migrated)	4 character free text field or left blank	Blank
Discount Days	The number of days the discount will be valid for (not migrated) - will default to 1	3 digit numerical field or left blank	Blank
Discount %	The Discount percentage to be applied to the invoice (not migrated) - will default to 0.00	7 digit numerical field or left blank	0
Credit Amount	The amount of credit this supplier has on an invoice (not migrated) - will default to 0.00	0 - 99999999.99	0
Credit Limit	The amount of credit limit this supplier can have (not migrated) - will default to 0.00	0 - 99999999.99	0
Balance	The current invoice balance for this supplier	Display only	N/A
Turnover	The turnover balance for this supplier	Display only	N/A
Approved Supplier	Is this supplier approved? (not migrated)	Y or N or left blank	Blank
Duplicate Advice Note No	Does the supplier allow duplicate advice note numbers at receipt?	Y or N	Defined by the client
Date Created	The date the supplier was created	Display only	N/A
Amendment Date	The date the supplier details were last changed	Display only	N/A
Date Last Invoice	The date the supplier was last invoiced	Display only	N/A
Date Last Payment	The date the supplier last paid an invoice	Display only	N/A
Date Last PO	The date the supplier last raised a purchase order	Display only	N/A
Date Last GR	The date a receipt was last raised for this supplier	Display only	N/A

1.1 Supplier Wizard - Further Details (WHSORA045)

Calidus (3PL) v810.020.13

Action Edit Query Block Record Field Window Help

Supplier Wizard

Owner: ROB Warehouse: NFT 13-JUN-2025 WHSORA045 -v1.10

Partner Code: CUERVO 001

Full Name: Tequila Cuervo La Rojena

Supplier Details Further Details Buyer Address Payment Address

Normal Order Method: EDI

Normal Payment Method: Cheque

Transfer Threshold: 0.00

Delivery Warehouse:

Own Transport: S S M T W T F

Report Frequency: Week

Invoice Frequency: Weekly

COO days retention:

EDI Output: Both

Base Balance: 0.00

Last Year Sales: 0.00

Agreed Max Level:

Bank Sort Code:

Bank Account No:

Swift Account No:

Int'l Bank Code:

Bank Name:

Address:

Routing Code:

Head Office A/C:

Pallet Reg A/C:

EAN/UCC Code:

EAN Reference:

Record: 1/7 ... List of Valu ... <OSC>



Field Name	Description	Options	Generic Value
<i>Normal Order Method **</i>	The method by which orders will be raised (not migrated) - will default to EDI	EDI, Post, Fax, Telex	EDI
<i>Normal Payment Method</i>	The method by which the supplier will pay invoices (not migrated) - will default to Cheque	Cheque, BACS, Credit Transfer	Cheque
<i>Transfer Threshold</i>	The maximum value before an invoice can be transferred (not migrated) - will default to 0.00	0 - 99999999.99	0
<i>Delivery Warehouse</i>	The warehouse the supplier will default to (not migrated)	Must have been created in warehouse maintenance or left blank - LOV available	Blank
<i>Own Transport</i>	Does this supplier have their own transport (not migrated) - will default to Yes	Y or N	Yes
<i>Report Frequency</i>	The frequency in which reports are produced, If set to Day, the days they are to be produced on (not migrated) - will default to Week	Day	Week
		Week	
		Month	
<i>Invoice Frequency</i>	The frequency in which invoices are to be produced (not migrated) - will default to Weekly	Daily	Weekly
		Weekly	
		Monthly	
<i>COO Days Retention</i>	The number of days stock will be stored under this supplier before moving to another supplier (not migrated)	3 digit numerical field or left blank	Blank
<i>Bank Sort Code</i>	The bank sort code for this supplier	6 character free text field or left blank	Blank
<i>Bank Account No</i>	The bank account number for this supplier	15 character free text field or left blank	Blank
<i>Swift Account No</i>	An account number for the Swift carrier account number (client specific)	8 character free text field or left blank	Blank
<i>Intl Bank Code</i>	The international bank code for the supplier	35 character free text field or left blank	Blank
<i>Bank Name</i>	The Bank Name for the supplier	15 character free text field or left blank	Defined by the client
<i>Address</i>	The Bank address for the supplier	35 character free text field or left blank	Defined by the client
<i>Routing Code</i>	The route code for the supplier	35 character free text field or left blank	Defined by the client
<i>EDI Output</i>	The method by which the edi output will be produced (not migrated) - will default to Both	Autofax	Both
		Both	
		Edi	
		File	
		None	
		Print	
<i>Base Balance</i>	The base value balance for this supplier (not migrated)	Display only	N/A
<i>Last Year Sales</i>	The amount of sales for last year (not migrated) - will default to 0.00	0 - 9999999.99	0
<i>Agreed Max Level</i>	Does this supplier have an agreed maximum credit limit (not migrated)	Y or N or left blank	Blank
<i>Head Office A/C</i>	The head office account number for the supplier (not migrated)	10 character free text field or left blank	Blank
<i>Pallet Reg A/C</i>	The registration account number for the supplier's pallet account (not migrated)	10 character free text field or left blank	Blank
<i>EAN/UCC Code</i>	The EAN code for the supplier	10 character free text field or left blank	Defined by the client



1.1.1 Supplier Wizard - Buyer Address (WHSORA045)

Field Name	Description	Options	Generic Value
<i>Address Type</i> **	The default address type for this customer and the address number	BYR - you can have multiple addresses for one customer	BYR
<i>Name</i> **	The supplier's name	35 character free text field	Defined by the client
<i>Address Code</i>	The unique address identifier given by the WMS	Display only	N/A
<i>Address</i> **	The first three lines of the customer's invoice address	3 x 35 character free text field (note, 2nd and 3rd line can be left blank)	Defined by the client
<i>Town</i> **	The town of the invoice address	35 character free text field	Defined by the client
<i>Post Code</i> **	The post code/zip code for the invoice address	10 character free text field	Defined by the client
<i>County</i>	The county /state of the invoice address	15 character free text field or left blank	Defined by the client
<i>Country</i>	The country code of the invoice address	Must have been created in Country codes maintenance or left blank - LOV available	Defined by the client
Buttons			
New Buyer Address	Enables the user to add an additional buyer address		

1.1.2 Supplier Wizard - Payment Address (WHSORA045)



Calidus (3PL) v810.020.13

Action Edit Query Block Record Field Window Help

Supplier Wizard

Owner: ROB Warehouse: NFT 13-JUN-2025 WHSORA045 v4.10

Partner Code: CUERVO001

Full Name: Tequila Cuervo La Rojena

Supplier Details Further Details Buyer Address Payment Address

Address Type: PAY 1 New Payment Address

Name: Address Code: TEQUI00001

Address:

Town:

Post Code:

Country:

Country:

Email Address:

Record: 1/1

Field Name	Description	Options	Generic Value
Address Type **	The default address type for this customer and the address number	PAY - you can have multiple addresses for one customer	PAY
Name **	The supplier's name to be paid to	35 character free text field	Defined by the client
Address Code	The unique address identifier given by the WMS	Display only	N/A
Address **	The first three lines of the supplier's invoice address	3 x 35 character free text field (note, 2nd and 3rd line can be left blank)	Defined by the client
Town **	The town of the invoice address	35 character free text field	Defined by the client
Post Code **	The post code/zip code for the invoice address	10 character free text field	Defined by the client
County	The county /state of the invoice address	15 character free text field or left blank	Defined by the client
Country	The country code of the invoice address	Must have been created in Country codes maintenance or left blank - LOV available	Defined by the client
Phone No	The telephone number of the invoice address	15 character free text field or left blank	Defined by the client
Buttons			
New Payment Address	Enables the user to add an additional payment address		

