

**Q:** *When do you use a Detailed Return?*

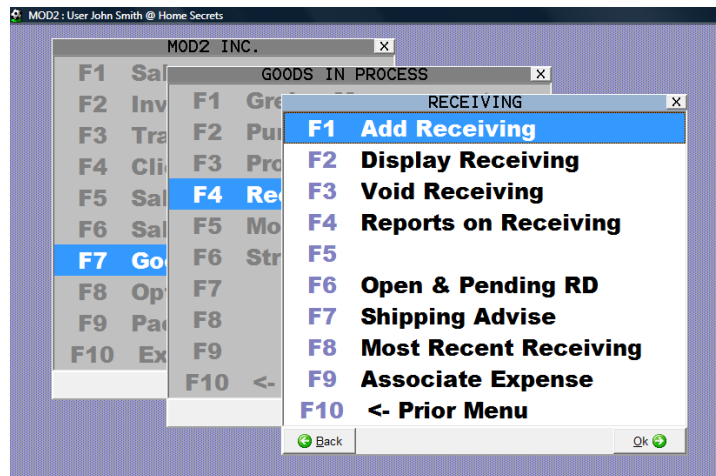
**A:** A **Detailed Return** can be used to place back a particular **Style** or a **Group of Styles** in the **Inventory**.

**Note:** 1. Before doing this procedure, make sure that you already issued an RGA. For security purposes, MOD2 does not allow the user to prepare a Detailed Return, if there is no RGA.

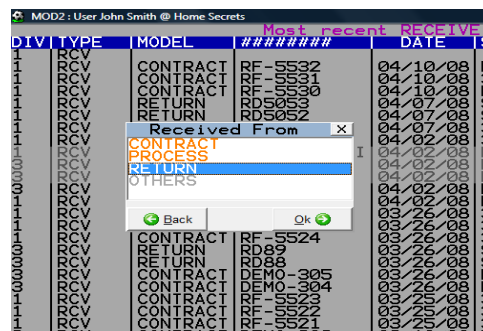
2. Detailed Return is a new type of Receiving.

**Q:** *How to make a Detailed Return in MOD2?*

**A:** From the Main Menu, select **Receive Management** then **Add receiving** and press **Enter** (see Fig. 1).

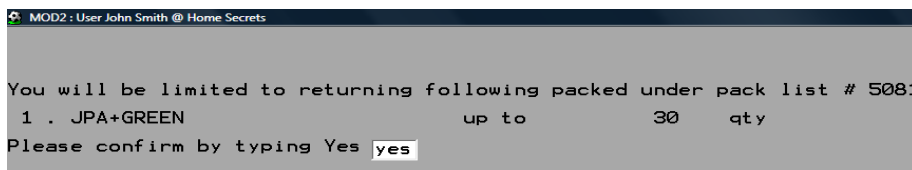


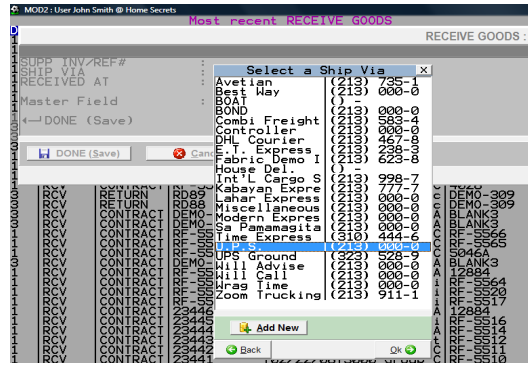
In the next screen, select for **Return** and press **Enter**. Assign the Detailed Return Number, Date and press **Enter**. Enter the name of the Customer returning the merchandise. Enter the Packing List Number for that particular return and press **Enter** (see Fig. 2).



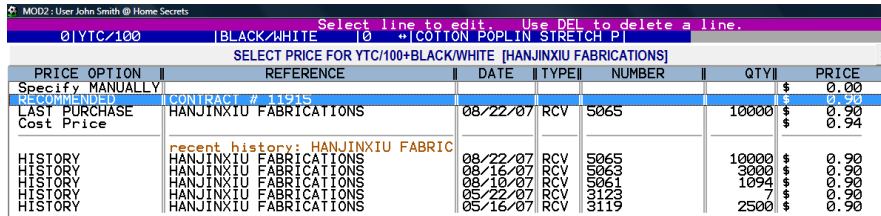
**Note:** You will notice some changes in the screen, once you selected the “Return Detailed” for column “Model.” In Fig. 2, the Fifth (5) column which is “Supplier” will become “Returned By” in Fig. 4. And the Sixth (6) column in Fig. 2 which is “Contract” will become “Pack List #” in Fig. 4.

In the next screen, type “Y” for Yes or “N” for No to confirm returning goods (see Fig. 3). Select services from **ShipVia** and **Warehouse Location** then press **Enter** (see Fig.4).

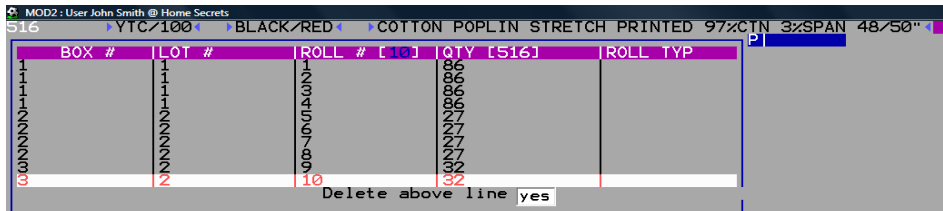




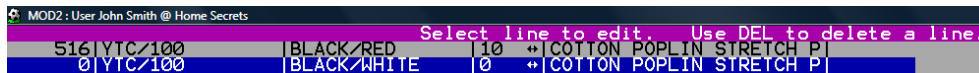
In the next screen, the system will let you decide which *Style* or *Color of a Style* you're going to delete. Press [HOME] to select a line# of receive goods (see Fig. 5).



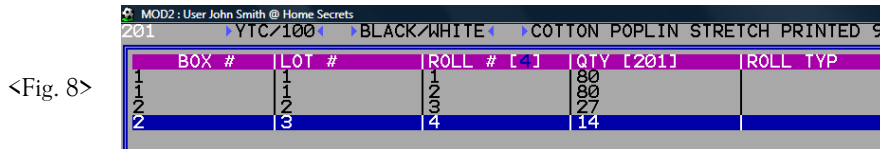
For **Partial Receiving**, delete all the *Style* or *Color of a Style* that are not part of Detailed Return. **Highlight** or **Drag the Arrow Key** to the line then press the "Del" key and type "Y" for Yes to delete then Enter (see Fig. 6).



See below screen after deletion of partial Detailed Return. The system will let you Enter a *Style* or *Color of a Style*. Press [HOME] to select a line# for receive goods. **Highlight** or **Drag the Arrow Key** to select a *Style* or *Color of a Style* and press Enter.

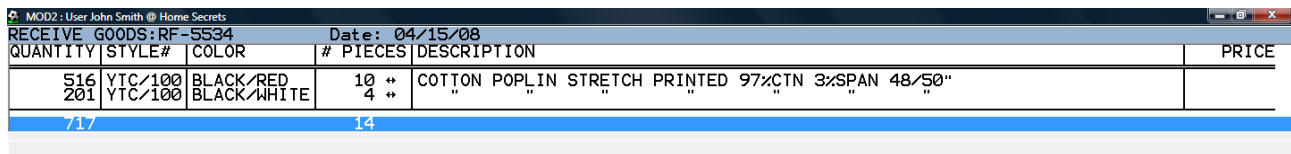


In Fig. 8, the system is prompted to enter the *Box#*, *Lot#*, *Roll#*, *Qty* and *Type of Textile* then press Enter. Do the same procedure for the next *Style* or *Color of a Style* up to the last record to be receive and press Esc twice (see Fig. 9).



<Fig. 8>

Press Esc to proceed to the next screen (see Fig. 10).



Press any key to continue.

```

MOD2 : User John Smith @ Home Secrets
RECEIVE GOODS # RF-5535

--== RECEIVING INFO ==--
NUMBER : RF-5535
MODEL  : CONTRACT
DATE   : 04/15/08
STAMPED : 04/15/08
TOTAL RCVD : 3,000 → 12 %
TOTAL USED : 0 → 0 %

--== ORIGINATED FROM ==--
TYPE : CONTRACT
NUMBER : 11915
MODEL  : IMPORT
DATE   : 05/16/07
TOTAL ORD : 26,000

Miscellaneous Information
NUMBER : RF-5535
DATE   : 04/15/08
SHIP VIA : DHL Courier
RECEIVED AT : Warehouse-01
SUPP INV/REF# :
# OF BOXES RCVD : 1
# OF LOTS RCVD  : 1

Master Field :
CONTENTS : 1 Line(s) 0 Pieces Total Qty = 3,000
    
```

Type "Y" for Yes to accept.

```

MOD2 : User John Smith @ Home Secrets
RECEIVE GOODS:RF-5535      Date: 04/15/08
QUANTITY|STYLE#|COLOR|# PIECES|DESCRIPTION|PRICE
-----|-----|-----|-----|-----|-----
3000|YTC/100|BLACK/RED|3|COTTON POPLIN STRETCH PRINTED 97%CTN 3%SPAN 48/50"|
3000|3
Accept [ Yes,Edit,Add/sub-items,Quit ] y
MZD RSLB \
    
```

After accepting the entries, the system will generate a report for Detailed Return (see Fig. 12).

*Note:* The Report Format could be different when printed, it may look like the screen in Fig. 12. Depending on your requirement.

**HOME SECRETS**  
305 East 5th St, Suite 322 Los Angeles, CA 90015  
Web: www.tstextile.com

**RECEIVE GOODS**  
#RF-5535  
DATE: 04/15/08  
TYPE: DETAILED

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S HANJINKIU FABRICATIONS  
F No.42 Jingxuan Dong Rd.  
L Cufu Shandong, China 24957-9405  
R TEL: 00865374416335 / FAX: 00865374414879

WAREHOUSE-01

REF NUMBER	SHIP VIA	CUST PO #	SCHEDULED ARRIVAL	STAMPED DATE
CONTRACT #	DHL Courier		06/23/07	04/15/08
11915	CONTRACT MODEL	CONTRACT DATE	DATE IN TRANSIT	DATE LATE
	IMPORT	05/16/07	335	288
INTENDED FOR				
STOCK				

TOTAL IN RCVG : 3,000 QTY    3 PIECES    1 BOXES    1 LOTS  
 ACTUAL RECEIVED : \_\_\_\_\_ QTY    \_\_\_\_\_ PIECES    \_\_\_\_\_ BOXES    \_\_\_\_\_ LOTS  
(checked by hand)

Style #: YTC100    Color: BLACK/RED  
 Date: COTTON POPLIN STRETCH PRINTED 97%CTN 3%SPAN 48/50  
 Vendor: S.J. Garcia, 04/15/08

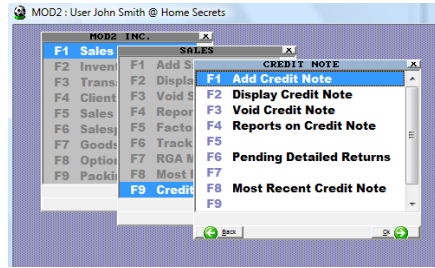
LINE #	QTY	UNIT	PRICE	TOTAL
0	3		883.33	2650.00
FORM: 3				2,650.00

Dear John Smith  
 April 15, 2008 @ 11:20:17 AM  
 MOD2 @ 1300  
 Maria @ 0

**TOTAL: \$2,550.00**

**Q:** How to do a Credit Note for Detailed Return?

**A:** From the Main Menu, Select Sales then Credit Note and press Enter. Select Add Credit Note and press Enter (see Fig. 13 and Fig. 14).



DIV	TYPE	MODEL	INVOICE #	DATE	RETURNED BY	SalesPerso	AMOUNT
HOME S	CN	non-fact	CC123471-9	04/07/08	Stay Hot Inc	Daniel Lig	\$-220.97
HOME S	CN	non-fact	CC123471-9	04/07/08	Stay Hot Inc	Daniel Lig	\$-222.20
HOME S	CN	non-fact	C3203	03/06/08	TREBOR PURCH	Javid Nia	\$-5,000.00
HOME S	CN	cit	C5080-2	02/14/08	Stay Cool In	Daniel Lig	\$-1,887.50
HOME S	CN	non-fact	C3195	12/11/07	Rocky Buyer	Rocky Sale	\$-15,000.00
HOME S	CN	non-fact	C5049	12/05/07	Rocky Buyer	Controller	\$-260.00
HOME S	CN	non-fact	*C3195VV	11/07/07	Rocky Buyer	Rocky Sale	\$-7,500.00
HOME S	CN	non-fact	*C3195V	11/07/07	Rocky Buyer	Rocky Sale	\$-7,000.00
HOME S	CN	non-fact	*C5050V	10/09/07	Rocky Buyer	Rocky Sale	\$-500.00
HOME S	CN	non-fact	C4022	07/09/07	Rocky Buyer	Noel Sales	\$-130.00
HOME S	CN	non-fact	*CC4023V	06/20/07	Stay Cool I	Daniel Lig	\$-6.25
HOME S	CN	non-fact	*C4023V	06/20/07	Stay Cool I	Daniel Lig	\$-6.25
HOME S	CN	non-fact	C3035	10/05/05	Donna Karan	House Acco	\$-212.50
HOME S	CN	non-fact	C5002	10/05/05	Donna Karan	House Acco	\$-25.00
HOME S	CN	non-fact	25001	07/01/05	Mod2 Inc.	House Acco	\$-50.00
HOME S	CN	non-fact	25000	06/02/05	Donna Karan	House Acco	\$-50.00
HOME S	CN	non-fact	Q1361	05/24/05	Rampage	John Smith	\$-796.00
HOME S	CN	non-fact	C3149	05/24/05	Rampage	John Smith	\$-0.15
HOME S	CN	non-fact	CC3059	11/23/04	Delon Fabric	Raul Villa	\$-150.00
HOME S	CN	non-fact	CC3065	09/01/04	Crazy Cut Te	House Acco	\$-7.30
HOME S	CN	non-fact	CC3147	08/31/04	Royal Fabric	House Acco	\$-15.25
HOME S	CN	non-fact	C3065	08/31/04	Royal Fabric	House Acco	\$-549.23
HOME S	CN	non-fact	C3156	08/31/04	Rampage	John Smith	\$-55.00

Enter the Invoice Number for that particular Return and press Enter (see Fig.15).

DIVISION	TYPE	MODEL	NUMBER	BAL	DATE	RETURNED BY	SALESPERSON	AMOUNT	CONTENTS
HOME S	CN	non-fact	CC123471-9		04/07/08	Stay Hot Inc	Daniel Lig	\$-220.97	VIC/100; BLACK/RED (-76.77); BLACK/WHITE (-100)
HOME S	CN	non-fact	C123471-9		04/07/08	Stay Hot Inc	Daniel Lig	\$-222.20	VIC/100; BLACK/RED (-77.76); BLACK/WHITE (-100)
HOME S	CN	non-fact	C3203		03/06/08	TREBOR PURC	Javid Nia	\$-5,000.00	GARMENTROBTKID; BLUE (-500)
HOME S	CN	cit	C5080-2		02/14/08	Stay Cool I	Daniel Lig	\$-1,887.50	VIC/100; GREEN/WHITE (-510); BLACK/WHITE (-1,000)
HOME S	INV	Internal	3204		12/12/07	Stay Cool I	Controller	\$-300.00	
HOME S	INV	non-fact	C3195		12/11/07	Rocky Buyer	Rocky Sale	\$-15,000.00	ERAN-GAR; DENIM (-750)
HOME S	INV	non-fact	C5049		12/05/07	Rocky Buyer	Controller	\$-260.00	DAMPER; BLUE (-20); YELLOW (-20)
HOME S	INV	non-fact	C3195VV		11/07/07	Rocky Buyer	Rocky Sale	\$-7,500.00	ERAN-GAR; DENIM (-750)
HOME S	INV	non-fact	C3195V		11/07/07	Rocky Buyer	Rocky Sale	\$-7,000.00	ERAN-GAR; DENIM (-700)
HOME S	INV	Internal	3190		10/09/07	Rocky Buyer	Javid Nia	\$-500.00	EXPENSE; TRANSPORTATION (-1)
HOME S	INV	Internal	3189		10/09/07	Rocky Buyer	Javid Nia	\$-500.00	
HOME S	INV	non-fact	C5050V		07/24/07	Blank	Controller	\$0.00	DAMPER; FUSHIA (-38.75)
HOME S	INV	non-fact	C4022		07/09/07	Rocky Buyer	Noel Sales	\$-130.00	DAMPER; YELLOW (-10); BLUE (-10)
HOME S	INV	non-fact	*CC4023V		06/20/07	Stay Cool I	Daniel Lig	\$-6.25	VIC/100; BROWN/BLUE/WHITE (-5)

In the above Screen, Select or Highlight the Un-used Receive Goods by dragging the arrow key and press Enter (see Fig. 16).

MOD2: User John Smith @ Home Secrets  
 Date: 12/05/07 RETURNED BY: Rocky Buyer

system stamped  
 credit note model : 12/05/07  
 approval # : R0049

Terms Reason : Noel Operator Justdoit

RETURN # : RD5049 : rcvd 07/09/07

DIVISION: 1.HOME SECRETS

RETURNED BY: ROCKY BUYER  
 8746 SEPULVEDA  
 N.HILLS-CA CA 91343  
 (858) 896-22

SHIP TO: ROCKY BUYER  
 6000 FIGHTON BLVD  
 LOS ANGELES CA 90023  
 (213) 611-6598 / (213) 611-6987

SALESPERSON : NOEL SHIPPED VIA

ADDED BY : Noel on 12/05/2007 @ 11:01:34 AM

Press any key to continue


MZD RSLB |

Press any key to continue ..... (see Fig. 17).

QUANTITY	STYLE#	COLOR	WIDTH	DESCRIPTION	PRICE
-20	DAMPER	BLUE		The Quick Brown Fox Jumps Over The Lazy Dog 5"/5"	3.00
-20	DAMPER	YELLOW		100% Cotton 5"/5"	10.00
GRAND TOTAL					\$-260.00

4 < Fig. 17.>Type "Y" for Yes to generate a Credit Memo based on above details (see Fig. 18).

Once you finish, the system will Print a Credit Memo for that particular return (see Fig. 19).



HOME SECRETS

## CREDIT NOTE

#C5049

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305 East 9th St. Suite 322 Los Angeles, CA 90015  
Web: www.tsitextile.com

Tel: (213) 623-4393 Fax: (213) 627-2025

**CREDITED TO:**  
**ROCKY BUYER**  
 9740 N Sepulveda  
 N Hills La, Ca 91343  
 TEL: (858) 096-22

NO.: C5049	DATE: 12/05/07
<b>Return Detailed #: RD5049</b>	
Salesperson: -	
Total Units: -40	
Freight: \$0.00	
Amount: \$-280.00	
Reason: justdoit	
Operator: Noel	

### ← SUMMARY OF RETURN →

Style #	Color	Description	Quantity Returned	Unit Price	Amount Credited
DAMPER	BLUE	The Quick Brown Fox Jumps Over	-20	3.00	\$-60.00
DAMPER	YELLOW	100% Cotton 5"/5"	-20	10.00	\$-200.00

**NOTES:**

\_\_\_\_\_

App by

Client: John Smith  
 April 11, 2008 @ 2:55:17 PM  
 SALES ID: 92787  
 ORDER #:

Subtotal :           \$-260.00

Freight : \_\_\_\_\_

**TOTAL:           \$-260.00**

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< Fig. 19.>

*Tip of the day: Keep your returns to a minimum.*