**Processing Return Options**

There are 2 ways to process this.  One with Sharp Shooter and One without Sharp Shooter.

1. O-L-1  Menu called Levy Returns.  (This process does not create a Bill of Lading)  
   1)            You type the Invoice Number, Assign RA## and then select the Item, Quantity and Tag Numbers Returned.

2)            You then must print and Post the Credit Memo via A-W-3 and A-W-4.

3)            You also must post the finished goods Return via I-U-5

1. Sharp Shooter Option.  
   1)            O-U-1 Release Tab -  Add Negative Quantity Release for the Goods to be Returned.

2)            O-U-1 BOL Button to Create Bill of Lading with Negative Quantity

3)            O-S-1  Print Bill of Lading without Pallet Tags

4)            O-S-5  Post Bill of Lading (This creates a Negative Receipt with No Tag#)

                N-K-1 BOLPOST  Log Value = NO will only create a negative shipment, thus increasing the Blank Bin On Hand inventory

                N-K-1 BOLPOST  Log Value = YES will create both a negative shipment and a negative receipt, thus no inventory change.  
                I-U-5  Post Negative Receipt.

5)            O-B-3 Print Invoice for Negative Quantity, which effectively creates a Credit Memo

6)            The Following Logic is Required for Pallet Tags Returned.

a)  Create I-C-1 Cycle Count for Pallet Tags that were Originally Shipped.  (If Tags Exist)

b)  O-U-7 Create new Load Tags for Returned Goods (MUST CHECK RETURN Toggle Box)  
                Toggle Box on OU7 will disallow automatic Finished Goods Receipt so only tags are created.)

c)  Sharp Shooter – Finished Goods – Returns Button

                                                Scan each new Pallet Tag and Post each new Pallet Tag  
                                                The Returns Button will increase the new Tag without increasing Production Qty

The Returns Button will decrease the BLANK Tag Quantity created via BOL Posting of Negative Release Qty.

7)            O-U-1    Release Tab -  Bill and Ship Release  (Since the original Invoice was created)

8)            O-T-1     Actual  Release Tab – Print Actual Release

9)            Sharp Shooter – BOL Creation Button

                Enter Release and Scan Pallet Tags, print Print and Post Bill of Lading