

The processes to finalize returned defectives and cores are nearly identical. First, create a list by product **Line** to update your on-hand inventory to 0. Then verify the return quantities. Once finalized, TAMS generates a report listing the defectives or cores that were removed from on-hand inventory to be returned for credit. You can then package and stage for pickup.

1 Select **Inventory > Returned defectives/Cores**.

2 Select the **Selection criteria** tab to build the list of defectives and cores you want to return.

3 Enter the product **Line** of the defectives and cores you want to return.

- To remove a **Line**, enter the **Line** a second time.
- To find a **Line**, **Select (1)** to open the **Select – product line** window.
- You can also enter the **Group code**, **Store department**, **Class**, **Supplier location**, or **Part prefix** to refine the selection criteria, or leave the **All** checkbox selected.
- To exclude non-stocking parts, clear **Include non-stocking parts**.

Press the **Enter** key to add another product **Line**.

4 Select **Submit**. The number of **Records returned** displays.

5 Select **Returned defectives/Cores** for a list of parts matching the **Selection criteria**. Use the radio buttons to choose **Returned defectives** or **Returned cores**.

6 Verify quantities, then select **Finalize defectives** . . .

or select **Finalize cores**.

Supplier	Line	Part Num...	Description	Group	Quan...	Cost	Core Cost	Extended Value
ORBK	7653511	A C LUBE PAG 150		340	2.00	5.4600	0.0000	10.92
ORBK	58518	BULB		420	1.00	1.9200	0.0000	1.92
OFIL	1212	NAPA GOLD OIL FILTER		10	-221.00	9.4100	0.0000	-2.079 61
OFIL	1515	NAPA GOLD OIL FILTER		10	1.00	3.7600	0.0000	3.76
OFIL	1741	NAPAGOLD OIL FILTER		40	1.00	32.1600	0.0000	32.16
OFIL	3269	NAPAGOLD FUEL FILTER		60	1.00	16.1500	0.0000	16.15
OFIL	4578	NAPA GOLD CAB FILTER		23	1.00	6.3600	0.0000	6.36
Totals						-214.00		-2.008 34

Supplier	Line	Part Num...	Description	Group	Quantity	Core Cost	Extended Value
OBAT	7218	BATTERY		70	1.00	27.0000	27.00
OBAT	7527	BATTERY		30	2.00	18.0000	154.68
OBAT	7548	BATTERY		30	1.00	18.0000	85.97
OBAT	7565	BATTERY		30	2.00	18.0000	170.94
OBAT	7567R	BATTERY		30	3.00	18.0000	463.55
OBAT	7575	BATTERY		30	3.00	18.0000	222.96
OBAT	7594R	BATTERY		30	1.00	18.0000	93.18
Totals						15.00	1,321.70

7 To finalize defectives, select **Zero returned defectives on-hand quantities for NAPA parts**, and select **Zero returned defectives on-hand quantities for Non-NAPA parts** if there were Non-NAPA parts. Then select **Ok**.

On-hand inventory for these parts is updated to 0.

RPT45 Returned defectives on hand report is generated, listing defectives to be returned for credit.

To finalize cores, select **Zero returned cores on-hand quantities for NAPA parts**, and select **Zero returned cores on-hand quantities for Non-NAPA parts** if there were Non-NAPA cores. Then select **Ok**.

On-hand inventory for these cores is updated to 0.

RPT44 Returned cores on hand report is generated, listing cores to be returned for credit.