





Use the **Theft** tab to adjust on-hand inventory quantities that have changed due to parts being stolen.

Go to **Inventory > Adjustments** to open the **Inventory quantity adjustments** screen.

- 1 Select **Theft**.
- 2 Enter the **Part number**.
- 3 Use the **Tab** key to move to **Line** and select the product line.
- 4 Enter a negative **Quantity adjusted** quantity to remove the stolen parts from on-hand inventory.
- 5 Select **Save**  to update your on-hand inventory.

Sales Activities Inventory Communication Accounts Receivable System Mgm Employee Mgm Reports Logout Help



Inventory Quantity Adjustments

Receipts Stock Adjustments Mixing Paint Adjustments **Theft**

2 Part Number Class

3 Line

Cost

Replacement Cost	Average Cost	Core Cost
0.0000	0.0000	0.0000

Adjustments

	Current	4 Quantity Adjusted	New Quantity	Theft Adjustment Value
On Hand	0.00	<input type="text"/>		0.0000