

#325655 Incorrect Address Details in NAXT for 10A Warehouse

Submitted Received via Requester

1 November 2021 at 12:11 Mail Murray Seaton <murray.seaton@goughcat.co.nz>

StatusTypePriorityGroupAssigneeOpenQuestionNormalService DeskJess Beattie

Category

NAXT

Murray Seaton November 1, 2021 at 12:11 PM

Hi,

Can we please make changes to the Purchase Order details and/or PDF that is produced in NAXT.

Urgently, can the address for Wiri be changed in NAXT for warehouse 10A to be 157 Kerrs Rd? (not 153 which is the TWL address).

Secondly, Can we also change the PDF form so that the email address at the bottom is changed to a purchasing contact, for example the parts tech group (partstech@terracat.co.nz), or the email address of the person who created the order?

Attached is an example of the PDF, and below is the Purchase Order form in Naxt for the corresponding purchase order.

PO00323018: 1007967 - DGL Manufacturing Ltd Contact information Storage dimensions Non-reservable: ΝZ Internet address: Q Site: Purchase order PO00323018 Purchase order: dgl.nzmanufacturing@dgl-corp.com 10A E-mail: Warehouse: DGL Manufacturing Ltd Name: Fax: Reasons Purchase type: Purchase order ∨ Reason: ٧ Status Warranty order number: Status: Reason comment: Invoiced Invoice approval journal Vendor Document status: Reference One-time supplier: Approval status: Confirmed Vendor reference: 1007967 Vendor account: Header budget check results: RMA number: Quality order status: 1007967 Invoice account: Claim Ref. Invoice number: Contact: Campaign Division: Campaign ID: Vendor backorder group: Setup Address Address Terra CAT 153 Kerrs Road Delivery name: Address: Service address: Auckland 2104 Terra CAT Delivery address: Attention information: Vendor address: Vendor address:

Murray Seaton

Inventory Controller - Terra Cat

Branston Street, PO Box 16168, Christchurch, 8441

DDI: +6439832457

E: Murray.Seaton@terracat.co.nz | W: terracat.co.nz | II @



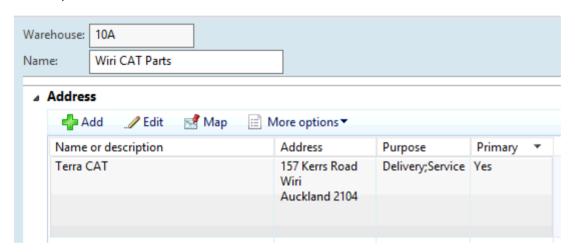


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Brett White November 1, 2021 at 3:38 PM

Hello

I have updated the address.



Regards

Brett White

Parts Support Manager - Terra Cat

Branston Street, PO Box 16168, Christchurch, 8441

M: +6421769041 | **DDI**: +6439832352

E: Brett.White@terracat.co.nz | W: terracat.co.nz | III 0



From: Murray Seaton < Murray. Seaton@terracat.co.nz>

Sent: Monday, 1 November 2021 12:11 PM

To: IT Service Desk <ServiceDesk@terracat.co.nz>

Cc: Sultan Mohammed <Sultan.Mohammed@terracat.co.nz>; John Gillman <John.Gillman@terracat.co.nz>; Brett

White <Brett.White@terracat.co.nz>

Subject: Incorrect Address Details in NAXT for 10A Warehouse

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Murray Seaton

Inventory Controller - Terra Cat

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Jess Beattie November 2, 2021 at 9:55 AM

Internal note

Stephanie Lister something for you? :)

Jess Beattie November 24, 2021 at 2:40 PM

Hey Murray,

For the change of email address/contact details to be changed at the bottom of the PO PDF, this would need to go through the business to get approved. Do you have access in TFS to create the Change Request?

Kind regards, Jess Beattie

Service Desk Analyst - Terra Cat

24 Amyes Road, PO Box 16168, Christchurch, 8042

P: 08000 95 95 98 E: Jess.Beattie@terracat.co.nz W: terracat.co.nz

Jess Beattie November 24, 2021 at 2:41 PM

Internal note



Stephanie Lister 2:37 pm

nope that needs to go in TFS, its actually kinda important to have the apscan stuff in there so the vendor knows who to pay

the person raising the PO sends it to the vendor so seems a bit unnecessary

Jess Beattie November 30, 2021 at 2:29 PM

Hey Murray Seaton,

We're wondering if you have had a chance to review our latest update regarding this issue as we haven't had a response

Here is a reminder of the recent update:

Jess Beattie, 24 Nov 2021, 14:40

Hey Murray,

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Service Desk Analyst - Terra Cat

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Murray Seaton November 30, 2021 at 2:46 PM

Hi Jess,

Sorry for the delay. I don't know what TFS is so I don't think I would have access.

Murray Seaton

Inventory Controller - Terra Cat

Branston Street, PO Box 16168, Christchurch, 8441

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From: Jess Beattie (IT Service Desk) <support@itsdterracat.zendesk.com>

Sent: Tuesday, 30 November 2021 2:29 PM

To: Murray Seaton < Murray Seaton@terracat.co.nz>

Subject: [IT Service Desk] Re: Incorrect Address Details in NAXT for 10A Warehouse

Your request (325655) has been updated. To add additional comments, reply to this email.

Jess Beattie (ITSD - Terra Cat)

30/11/2021, 14:29 NZDT

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P: 08000 95 95 98 E: Jess.Beattie@terracat.co.nz W: terracat.co.nz W: <

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Attachment(s)
Purchase Order Confirmation - PO00323018.pdf

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Jess Beattie November 30, 2021 at 2:51 PM

Ok no worries :)
I will sort it from my end
Kind regards,
Jess Beattie

Service Desk Analyst - Terra Cat 24 Amyes Road, PO Box 16168, Christchurch, 8042

P: 08000 95 95 98 E: Jess.Beattie@terracat.co.nz W: terracat.co.nz

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