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VMG Create

In this screen we can create the vendors who are associated with the organization.

1. Create Screen

1a. Vendor Info

Here we need to enter all the details related to Vendor to create an vendor.

The 'Create Vendor' form is titled 'Create Vendor' and is part of the 'VMG' system. It contains a 'Vendor Info' section with the following fields:

Vendor Id *	Vendor Name *	Contact Name *	Phone *
Email *	Country * << Please Select >>	State * << Please Select >>	City * << Please Select >>
ZIP/Postal Code *	Sponsor Name	Over All Rating	Next Review Date *
Contract Signed Date *	Contract Expires Date *	Contract Review Date	Approval Date
Website *	Fax Number	Mailing Address	Description&Notes

1b. Company Details

Here for the Vendor, we need to add those details when the vendors company has been established and other statutory compliance details.

The 'Company Details' form contains the following fields:

Location *	Company Established Date *	Business Type << Please Select >>	Is Insured * << Please Select >>
Is Licensed * << Please Select >>	GST NO	License No *	Services/Goods Details

There is also a watermark for 'Activate Windows' and a message 'Go to Settings to activate Windows.' in the bottom right corner.

1c. Bank Details

Here need to add the bank details of the Vendor for any further transactions to happen.

The 'Bank Details' form contains the following fields:

Bank Name *	Benefeciary Name *	Account Number *	IFSC Code *
Bank Address *			

1d. Documents

Here we need to upload any documents that are related to the vendor for creation and by saving all the required details the vendor will be created.

The 'Documents' form contains the following fields:

Upload Documents
Browse... No file selected.

At the bottom, there are 'Save' and 'Cancel' buttons.