

VisionPoint 10.0 Purchase Orders

Purchase Orders provides a complete purchase order processing system with inventory. It tracks goods and services ordered, automatically updates vendor and inventory account balances, and supplies a variety of reports.

Highlights of Purchase Orders

- Prints purchase orders and handles receiving
- Reports inventory reordering and backorders, along with purchase order status by item, vendor, and buyer
- Displays or prints up to 24 months of vendor and 36 months of item purchase histories
- Business Status Report(tm) performs real-time financial data reporting for nearly 30 key business measurements, including Open Purchase Orders and Period-to-Date Orders
- Vendor and inventory balances are automatically updated with each transaction entered
- Provides warning when a vendor's balance exceeds available credit limits
- Generates recurring purchase orders
- Links with Accounts Payable to track liabilities and generate payments
- Automatically records receipts for entire purchase order online by line
- Allows cost edits on a line by line basis
- Accepts multiple suppliers for each inventory item
- Allows special purchase orders for bids or estimates
- Displays On-Hand Quantity, On-Order Quantity, and Available Quantity during each purchase order entry
- Allows cancellation of open quantities after receipt entry
- Allows addition of new vendors and inventory items during purchase order entry
- Supports automatic or manual purchase order numbering

Integration

Purchase Orders can be used separately or linked with any of the following VisionPoint 10.0 applications: Accounts Payable; and also shares information with Accounts Receivable and Sales Orders.

Standard Reports

- Backorder Report (Summary & Detail)
- Business Status Report
- Inventory File Report
- Inventory Folder Labels
- Inventory On-Hand
- Inventory Status
- Inventory Suppliers
- Inventory Transfer
- Open Orders
- Physical Inventory Sheets
- Purchase Orders (on pre-printed forms)
- Receipts (Summary & Detail)
- Recommended Reorders
- Recurring Purchase Orders
- Status Report (by PO, Vendor, Item & Requisition Number, Request Date, and Department)
- System Comments
- Vendor File Report (Summary & Detail)
- Vendor Labels

Purchase Order Specifications

- Maximum number of companies: 99
- Maximum number of departments: 999
- Maximum number of inventory items: Limited only by disk space
- Maximum number of vendors: Limited only by disk space
- Maximum YTD purchase from vendor: \$9,999,999.99
- Maximum purchase order amount: \$9,999,999.99
- Maximum credit limit: \$9,999,999.99
- Maximum purchase discount: 99.999%
- Maximum payment discount: 99.999%
- Maximum sales tax rate: 99.999%
- Maximum Current Vendor Balance: \$9,999,999.99
- Maximum Unit Cost: \$999,999.99
- Maximum Order Quantity: 9,999,999
- Costing Method: Weighted Average
- 6 character vendor ID
- 35 character vendor name
- 15 character inventory
- 35 character inventory description
- 24-month purchase history
- 36-month inventory history
- On-line inquiries available on: purchases, orders, receipts, shipments, invoices,

adjustments, payables, and checks

-390 character notes (6 lines x 65 characters) available for vendors and inventory items:

Number of notes limited only by disk space

-Purchase Order line items include: Item number, item description, order quantity, unit cost, requisition number (5 characters), department (3 characters), required date, taxable flag, sales tax rate & amount, and extended cost

-Up to 11 levels of password protection