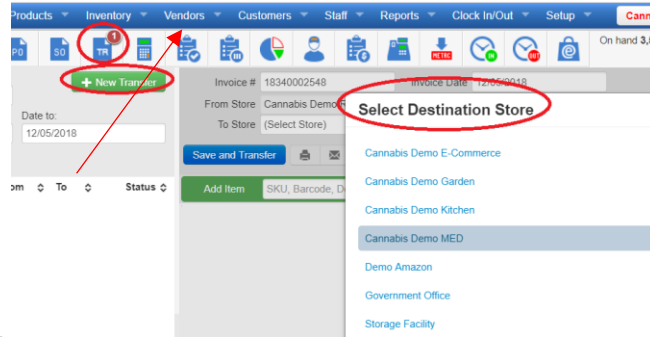




USING THE BARNETPOS PORTAL - TRANSFER INVOICES

Click on TR (Transfer Order/Invoice)

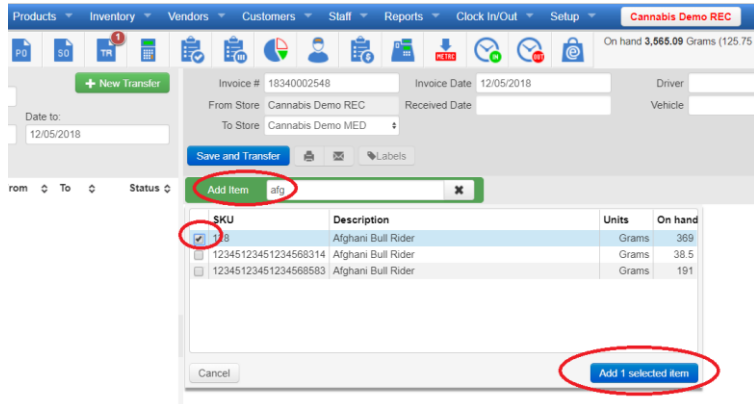


By default the TR History is displayed.

OR

Click **+NEW TRANSFER INVOICE** to create a new TR.

- Enter the new Transfer invoice details.
- Click **CREATE TRANSFER** (or **CLOSE**)



- ADD NEW ITEM to the transfer by entering product identifier or searching and selecting product by description.
- Enter the UNITS quantity to transfer.
- Adjust transfer cost (if necessary)
- Add or Create Serial Numbers (if necessary)

e) Repeat until all product has been entered then click **SAVE & TRANSFER**

Optionally, PRINT, SEND (email) or DELETE invoice

This TR invoice may be accessed for viewing and/or editing anytime from the TR Invoice History. *(Inhouse Pending TR invoices will be accessible from both ends, for completion, from TR History.)*

Under the Store – destination:

The screenshot shows a software interface for managing transfers. The top navigation bar includes Home, New, Products, Inventory, Vendors, Customers, Staff, Reports, Clock In/Out, and Setup. A red circle highlights the 'TR' icon in the Inventory menu. Below the navigation bar, there is a search bar and a '+ New Transfer' button. The main form contains fields for Invoice # (18340002548), Invoice Date (12/05/2018), From Store (Cannabis Demo REC), To Store (Cannabis Demo MED), and Received Date. A red circle highlights the 'Receive Transfer' button. Below the form is a table with columns: Inv #, Date, From, To, Status, Item, Description, Qty, UOM, Unit Cost, Subtotal, GST, PST, and Category. The first row in the table has 'In Transit' circled in red. The table contains two rows of items: 'Afghani Bull Rider 00431' and 'Afghani Bull Rider 333'.

Inv #	Date	From	To	Status	Item	Description	Qty	UOM	Unit Cost	Subtotal	GST	PST	Category
0002548	12/05/2018	A REC	A MED	In Transit	12345123451234568314	Afghani Bull Rider 00431	1.00	Grams	6.38	\$6.38			Buds
					128	Afghani Bull Rider 333	1.00	Grams	6.38	\$6.38			Buds