

How to do Sales Return with Item Name?



HDPOS smart Tutorials

The Sales Return is done when the customer realizes that the purchased item is not according to his requirement or the item is defective.

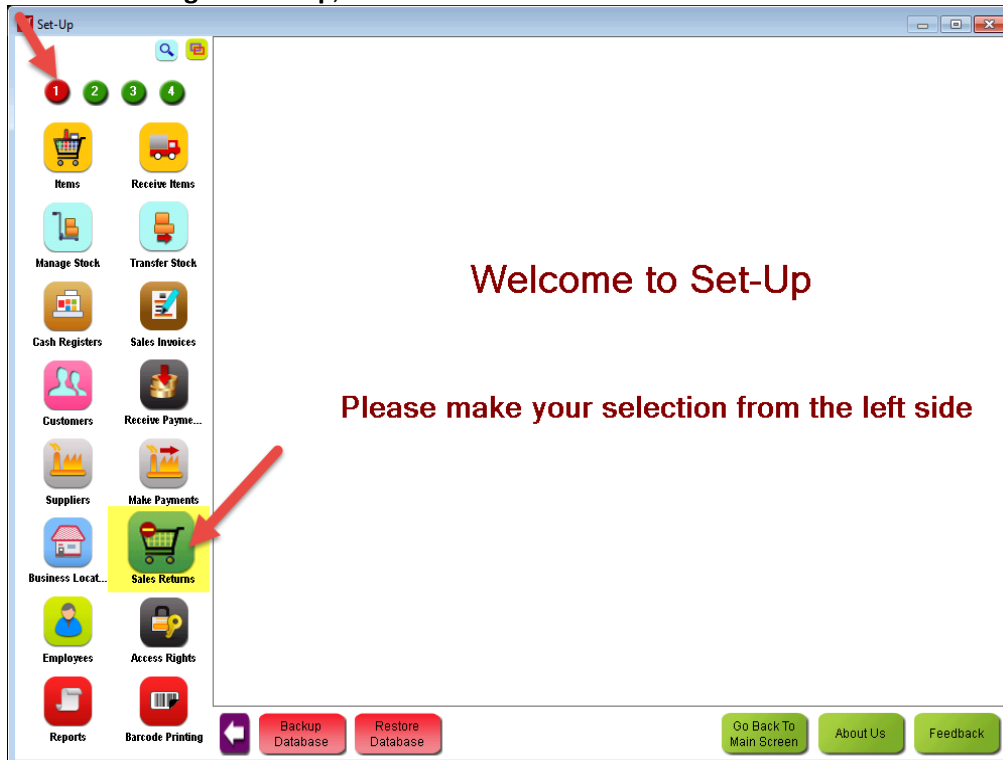
If the customer does not have the invoice with him but still want to return that item, it can be done by the barcode /item name.

The Steps below has to be followed:

1. Run **HDPOS Smart**.
2. Click on **Set Up** button.



3. From the 1st Page of **Set-Up**, Click on **Sales Returns**.

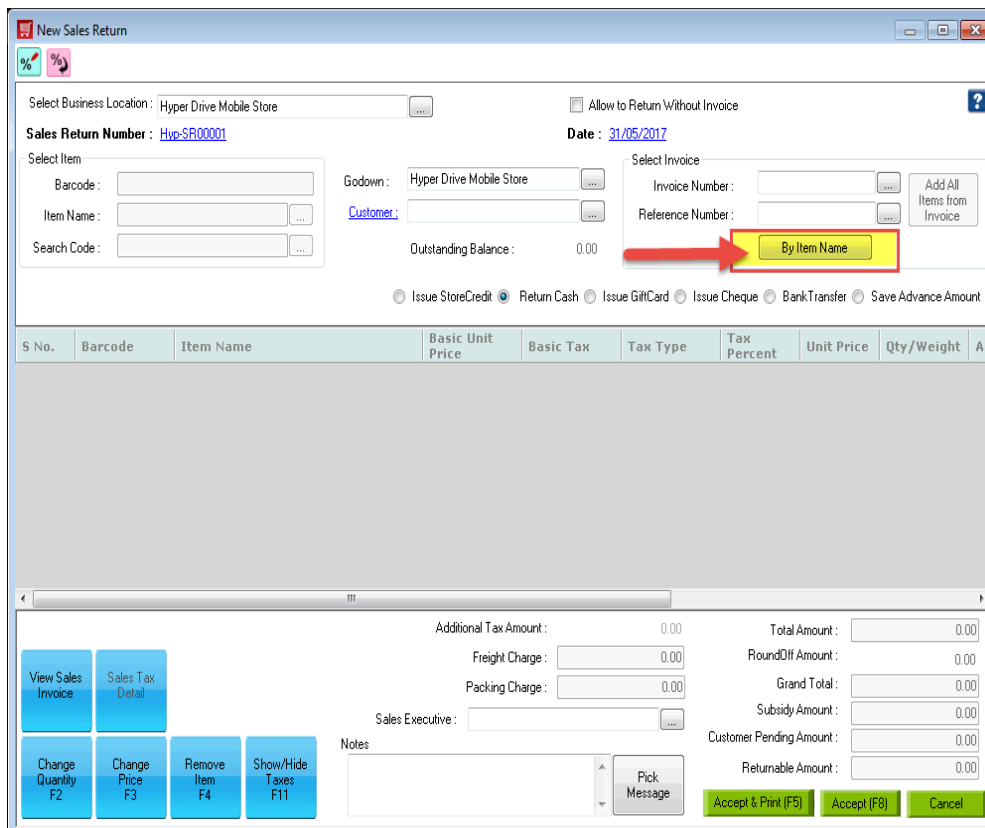




4. From the **Sales Return Manager** screen, Click on **Add New Sales Return** button from the tool strip.



5. From **New Sales Return** Screen, Click on **By Item Name**.





6. In the **Select Item By Name** screen:

- Enter the **Barcode** or the **Item Name**.
- The Invoices related to that Item will be displayed under **Sales Invoice List**.
- Select the **Sales Invoice** then Click on **OK**

Select Item By Name

Barcode : T00025
Item Name : Apple iPad Air 2 Wi-Fi Gold-Platinum
SearchCode :

Show Sales Invoice List Made In Last : 100 days

Sales Invoice List :

Inv Number	Invoice Status	Payment Status	Delivery Status	Total Item Qty	Grand Total	In
Hyp-I00013	Saved	Cleared	Delivered	1	42,900.00	31/
Hyp-I00012	Saved	Cleared	Delivered	2	59,050.00	31/

Total Records : 2

OK Cancel

7. The selected sales invoice will be displayed in the **New Sales Return** Screen. Click on **Accept /Accept & print**.

New Sales Return

Select Business Location : Hyper Drive Mobile Store
Sales Return Number : Hyp-SR00001
Date : 31/05/2017

Select Item : Barcode, Item Name, Search Code
Godown : Hyper Drive Mobile Store
Customer : Mandeep Singh
Outstanding Balance : 0.00

Select Invoice : Invoice Number : Hyp-I00013
Reference Number :
By Item Name

Issue StoreCredit Return Cash Issue GiftCard Issue Cheque Bank Transfer Save Advance Amount

S No.	Barcode	Item Name	Basic Unit Price	Basic Tax	Tax Type	Tax Percent	Unit Price	Qty/Weight	Av
1	T00025	Apple iPad Air 2 Wi-Fi Gold-Platinum	36,355.93	6,544.07	GST (Inter St...	***	42,900.00	1	1.0

Additional Tax Amount : 0.00
Freight Charge : 0.00
Packing Charge : 0.00
Sales Executive :
Notes :
Pick Message

Total Amount : 42,900.00
RoundOff Amount : 0.00
Grand Total : 42,900.00
Subsidy Amount : 0.00
Customer Pending Amount : 0.00
Returnable Amount : 42,900.00

View Sales Invoice Sales Tax Detail
Change Quantity F2 Change Price F3 Remove Item F4 Show/Hide Taxes F11

Accept & Print (F5) Accept (F8) Cancel

