



Knowledgebase > SalesPad > Sales > Backordering Service Items

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## Backordering Service Items

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Service items can only be backordered if the items are set to Allow Back Orders in Dynamics GP:

1. Click **Inventory** from the GP Navigation Pane
2. Under Cards, click **Item**. The Item Maintenance window appears
3. Click **Options** on the bottom left
4. On the Item Maintenance Options window, check the **Allow Back Orders** box