



## Inventory Bin Transfers

Megan De Freitas - 2024-11-22 - Inventory

### Overview

The Inventory Bin Transfers function allows users to transfer inventory from bin to bin within the same warehouse.

**Note:** Inventory Bin Transfers will only work if multibin is enabled in Dynamics GP. A notification may appear before the Inventory Bin Transfers module opens.

### Security

Inventory Bin Transfers must first be enabled in the Security Editor. Set the sub-setting Auto Search to True to have the form automatically search when it is opened.

### Use

Open: Modules > Inventory > Inventory Bin Transfers

The screenshot shows the 'Inventory Bin Transfers - ERIN - SalesPad' application window. The interface includes a top navigation bar with various modules like Sales, Inventory, Purchasing, and Reports. Below the navigation bar, there are search fields for Site, Bin, and Item. The main area displays a table with the following data:

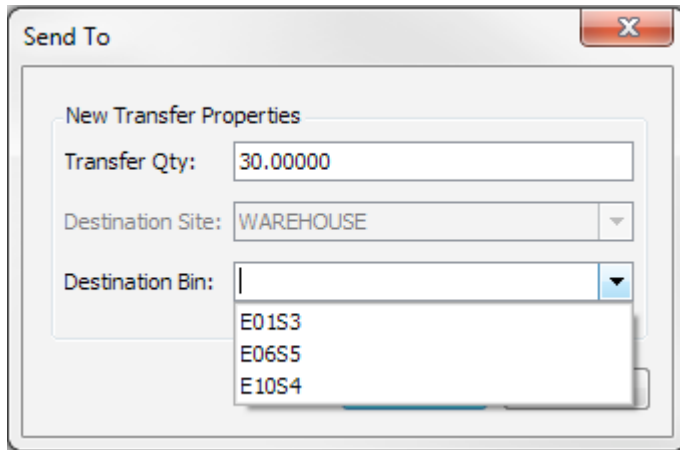
| Item#         | Item Description        | Site      | Bin | Available Qty | Transfer Qty | Destination Bin |
|---------------|-------------------------|-----------|-----|---------------|--------------|-----------------|
| 100XLG        | Green Phone             | WAREHOUSE |     | 24            | 0            |                 |
| 128_SDRAM     | 128 meg SDRAM           | NORTH     |     | 51,651        | 0            |                 |
| 256_SDRAM     | 256 meg SDRAM           | WAREHOUSE |     | 6             | 0            |                 |
| 32_SDRAM      | 32 meg SDRAM            | WAREHOUSE |     | 7             | 0            |                 |
| 333PROC       | 333 Processor           | WAREHOUSE |     | 3             | 0            |                 |
| 4_SHD         | 4.5 gig Hard Drive      | WAREHOUSE |     | 8             | 0            |                 |
| 400PROC       | 400 Processor           | WAREHOUSE |     | 8             | 0            |                 |
| 40X_IDE       | 40x CD-ROM              | WAREHOUSE |     | 3             | 0            |                 |
| 450PROC       | 450 Processor           | WAREHOUSE |     | 8             | 0            |                 |
| 500PROC       | 500 Processor           | WAREHOUSE |     | 7             | 0            |                 |
| 6_SHD         | 6.5 gig Hard Drive      | WAREHOUSE |     | 6             | 0            |                 |
| 64_SDRAM      | 64 meg SDRAM            | WAREHOUSE |     | 7             | 0            |                 |
| 8_4HD         | 8.4 gig Hard Drive      | WAREHOUSE |     | 8             | 0            |                 |
| ACCS-CRD-25BK | Phone Cord - 25' Black  | WAREHOUSE |     | 94            | 0            |                 |
| ACCS-HDS-1EAR | Headset-Single Ear      | WAREHOUSE |     | 38            | 0            |                 |
| ACCS-HDS-2EAR | Headset - Dual Ear      | WAREHOUSE |     | 123           | 0            |                 |
| ANSW-PAN-2460 | Panache KX-T2460 answer | WAREHOUSE |     | 32            | 0            |                 |
| BA100G        | Base Assembly           | WAREHOUSE |     | 6             | 0            |                 |
| BELL100       | Phone Bellisimo         | WAREHOUSE |     | 6             | 0            |                 |
| BKMOUSE       | Black Mouse             | WAREHOUSE |     | 7             | 0            |                 |
| BOT100G       | Handset Bottom          | WAREHOUSE |     | 1             | 0            |                 |
| CAP100        | Capacitor               | WAREHOUSE |     | 8             | 0            |                 |

To transfer inventory to a different bin:

1. Enter the desired Site, Bin, and/or Item in the Search fields and click **Search**. The grid will be populated with warehouse records matching the entered criteria.

Entering no criteria will retrieve all records.

2. Select the desired record in the grid to have some or all of its inventory moved to another bin. Use Ctrl+Click or Shift+Click to select multiple records. The same quantity from each selection will be transferred.
3. Click **Create New Transfer** and enter the quantity to transfer and to which bin the item(s) will be transferred.



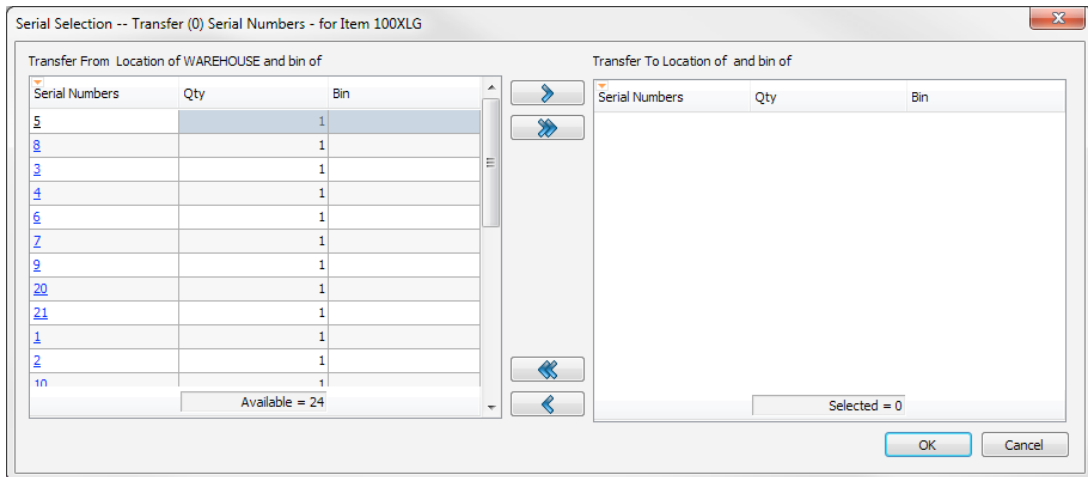
4. Click **OK**. The selected record(s) will populate with the destination information on the Inventory Bin Transfers grid

| Transfer Qty | Destination Bin |
|--------------|-----------------|
| 0            |                 |
| 10           | E01S3           |
| 10           | E01S3           |
| 10           | E01S3           |
| 10           | E01S3           |
| 10           | E01S3           |
| 10           | E01S3           |
| 0            |                 |

**Note:** Destination/Transfer information can also be entered directly into the grid.

5. Confirm the quantity to transfer in the Transfer Qty column
6. Click **Process Transfer** to complete the process

**Note:** If the selected record is serial or lot tracked, the Serial/Lot Selection screen appears. Select the specific serial/lot number(s) to transfer. Use the **arrow** buttons to move selected lots from the Transfer From table to the Transfer To table, and click **OK** to finish:



After the transfer is processed, a hint row will be displayed on the Inventory Bin Transfers screen for the rows selected for transfer, indicating the success or fail of the transfer:

|   |                         |           |  |     |    |       |
|---|-------------------------|-----------|--|-----|----|-------|
| <a href="#">ACCS-CRD-25BK</a>                             | Phone Cord - 25' Black  | WAREHOUSE |  | 94  | 0  | E01S3 |
| The quantity of 10.00000 was moved from bin to bin E01S3. |                         |           |  |     |    |       |
| <a href="#">ACCS-HDS-1EAR</a>                             | Headset-Single Ear      | WAREHOUSE |  | 38  | 0  | E01S3 |
| The quantity of 10.00000 was moved from bin to bin E01S3. |                         |           |  |     |    |       |
| <a href="#">ACCS-HDS-2EAR</a>                             | Headset - Dual Ear      | WAREHOUSE |  | 123 | 0  | E01S3 |
| The quantity of 10.00000 was moved from bin to bin E01S3. |                         |           |  |     |    |       |
| <a href="#">ANSW-PAN-2460</a>                             | Panache IX-T2460 answer | WAREHOUSE |  | 32  | 0  |       |
| <a href="#">BA100G</a>                                    | Base Assembly           | WAREHOUSE |  | 6   | 0  |       |
| <a href="#">BELL 100</a>                                  | Phone Bellisimo         | WAREHOUSE |  | 6   | 0  |       |
| <a href="#">BK MOUSE</a>                                  | Black Mouse             | WAREHOUSE |  | 7   | 0  |       |
| <a href="#">BOT100G</a>                                   | Handset Bottom          | WAREHOUSE |  | 1   | 0  |       |
| <a href="#">CAP100</a>                                    | Capacitor               | WAREHOUSE |  | 8   | 10 | E01S3 |
| Not enough quantity                                       |                         |           |  |     |    |       |
| <a href="#">CB100</a>                                     | Circuit Board           | WAREHOUSE |  | 7   | 0  |       |

For a hard copy of the transfer documents, use the grid dropdown (little orange triangle in the left corner above Item #) to Export or Print the grid.