HOW TO TRANSFER PRODUCT FROM ML TO LR

1. Select Distribution, Inventory, Processing, Inventory Transaction Entry

Graphical user interface, application

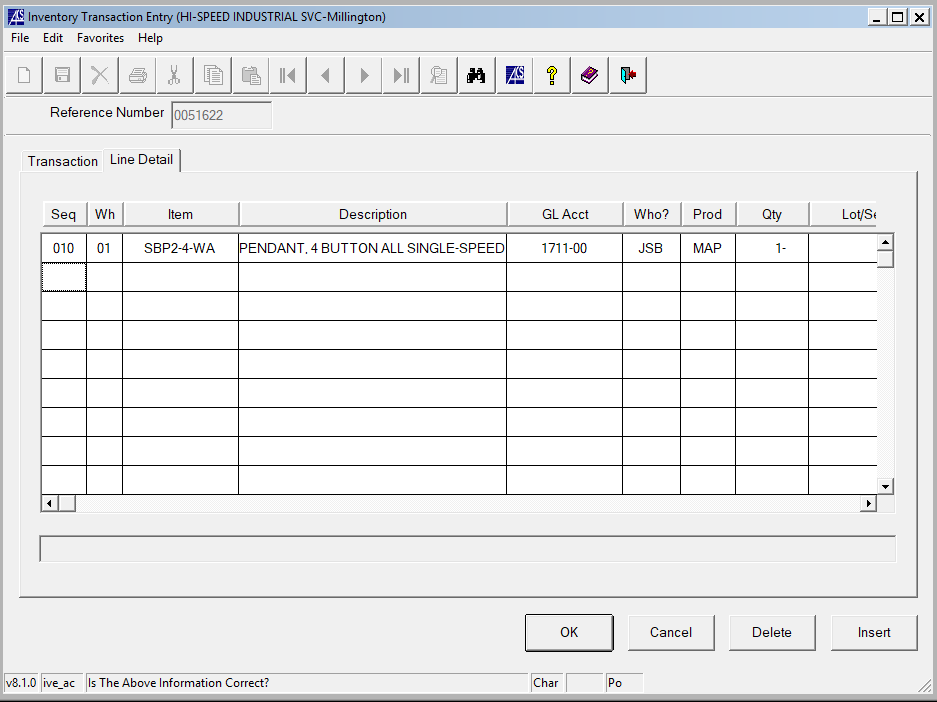
Description automatically generated

1. Reference # use the date
2. Transaction Code use TF
3. Comment use TRSF TO LR (- ENTRY)

Graphical user interface, text, application, email

Description automatically generated

1. Type warehouse product is coming from
2. Type item #
3. Type quantity and if taking away inventory use negative then quantity. Ie -4



1. Hit OK
2. Hit Distribution, Inventory, Processing, Inventory Transaction Register

Graphical user interface, application

Description automatically generated

1. Hit YES
2. Check PDF box and hit Execute

Graphical user interface, application, Word

Description automatically generated

1. Save file under the folder Inventory Transactions S:\\_2022 ACS Printouts\Inventory Transactions
2. Hit YES to update the register.

Graphical user interface, text, application

Description automatically generated

1. Send Tina Thompson an email with the register attached so when LR adds to their inventory the prices will match.