

How to Zero Out Inventory

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How to zero out inventory (AlarmBiller)

Dealers will request to have their inventories “zeroed out” so they can start fresh. Usually because the inventory values are showing negative, or they are transitioning into Managely and they want their GL to be correct. To zero out inventory please follow these steps

1) Here we have our Main Warehouse showing \$-111,141.81

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2) Begin by clicking on the warehouse in Blue (Main Warehouse)

3) Click on the Physical inventory tab and then push the new button

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4) Update the On Hand column to have a 0 for every part and then push the complete button

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5) You will be taken to a Physical Inventory Variance Screen, click the save button here

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6) You will be asked if you want to finish this count, click the OK button

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7) Your Warehouse will now display a \$0.00 Value

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