How To Resolve “You MUST assign a Lot Number to ALL Lot Numbered parts!” When Receiving a Purchase Order

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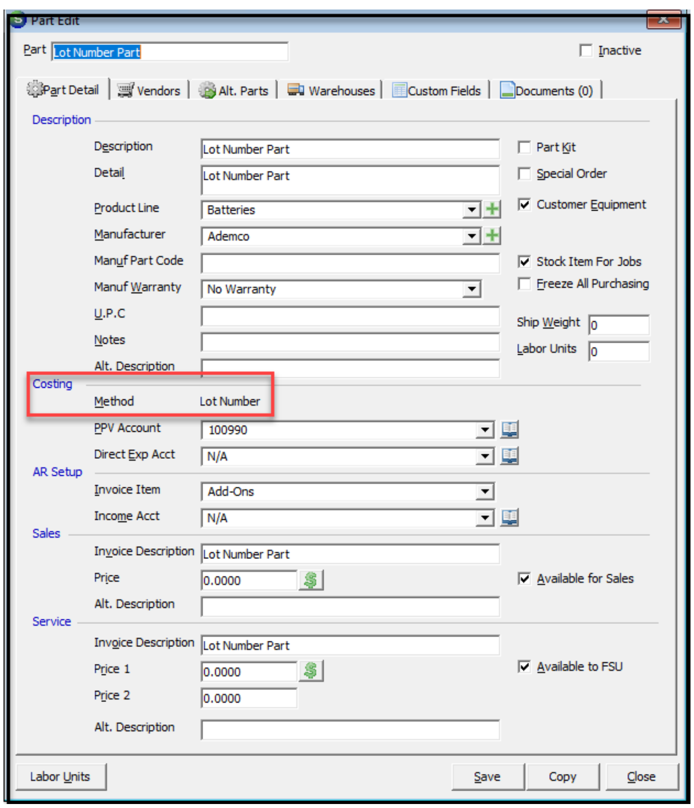
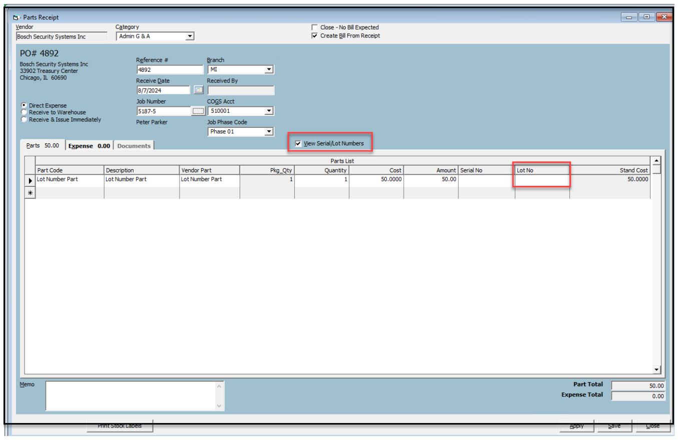
When receiving a Purchase Order with Parts and you receive the message: “You MUST assign a Lot Number to ALL Lot Numbered Parts!” this means that at least one or more of the parts on that Receipt are setup with the Costing Method of Lot Numbers.

Below are the steps to resolve this issue.

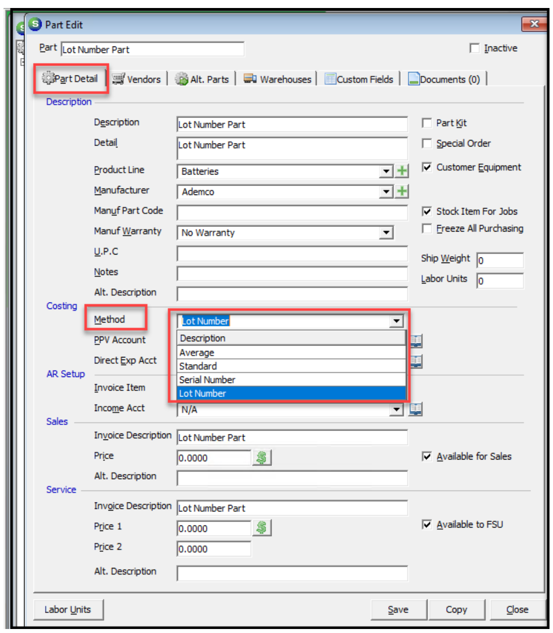
Inventory – Part Edit

When a part is set up with the “Lot Number” Costing Method, a Lot Number must be entered in the Lot Number column in order to Receive that Part on a Purchase Order.





If the Costing Method for this Part(s) is incorrect, then you can open the Part Edit screen and if there has not been any activity recorded to the Part Journal then you can update the Costing Method by selecting the correct one and Save.



If there is activity recorded in the Part Journal, then that Part will need to be made Inactive and a New Part created using the correct Costing Method.

The PO will need to be deleted, and then Create the PO again using the Updated/New Part and Receive it as normal.