Warehouse Inventory

Manage the inventory of each of your Warehouses. Go to **Settings > Inventory > Warehouses**.

From the backend, Office Users who have inventory editing permissions are able to update the quantities of the Warehouse inventory. Included in the updates are assigning more inventory items to the warehouse, and adding and reducing quantities.

Assign/Add Inventory Items to Warehouses

From the Warehouses List, find the one to be updated and click on it to open the profile in edit mode.

IndusTrack	MAP	CUSTOM	ER ESTIMA	TES SCHE	DULE INVO	ICES	TIMESHEET	SNOWTRACK	P.O.	REPORTS				205	, D	0	\$ (2)
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🗮 Inventory		~	Name	÷													
Inventory list			North	West Region													
Equipment			L East V	est Region							ltems per pag	n 15 -	1 – 2 of 2	<	<	>	>
Warehouses																	
Vendors																	
Purchase orde	ers																
Markups																	
PriceBook	cs	٠															

If unsure, go to the **Assigned Inventory** and check if the item to be added is not yet on the Warehouse's inventory list. If it is, increase the quantity of the item, if needed, instead of adding a new one.

If the item to be added is not on the Warehouse's list, go to the Inventory List tab and find the inventory item to be assigned to the Warehouse.

Tick the checkbox to the left of the inventory item. If this is not ticked, the item will not be assigned to the Warehouse even if the quantity has been set.

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Inve	ntory List Assigned In	ventory							
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Filte	er: Filter								
■,	Name	Sku	Туре	Sales Description		Sales Price	Cost	Qty on Hande	Assign (Qty/Sn)
	#2 1" Bolt	80000019-1425994317	Inventory	Bolt: number 2 thread, 1 inch length		3	0.5	100	1
	#2 1" Bolt - Black	8000001E-1427211280	Inventory	Bolt: number 2 thread, 1 inch length. Black		1	0.15	100	1
	#3 1" Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length		0.75	0.4	962	1
	3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange		3.25	1.75	1	SELECT SERIAL NUMBERS
	ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A		20	12	50	1
	Forged Piston Kit	fp3838	Inventory	Hi performance piston kit		450	318	425	1
	is2 helmet		Inventory	Protect your Head		500	400	23	1
							Items	per page: 15 💌 1 – 7	7 of 7 < < > >
									CANCEL SAVE AND ASSIGN

Under the Assign Qty/SN column, set the quantity or select the serial number(s) of the item to be assigned.

Only inventory items with quantity on hand can be assigned. The quantity to be assigned must not be greater than the quantity on hand. If it is, the system will not accept the data.

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Inven	tory List Assigned Inve	entory							/
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	Name	Sku	Туре	Sales Description		Sales Price	Cost	Qty on Hande	Assign (Qty/Sn)
	#2 1" Bolt	80000019-1425994317	Inventory	Bolt: number 2 thread, 1 inch length		3	0.5	100	1
	#2 1" Bolt - Black	8000001E-1427211280	Inventory	Bolt: number 2 thread, 1 inch length. Black		1	0.15	100	1
	#3 1" Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length		0.75	0.4	962	1
	3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange		3.25	1.75	1	SELECT SERIAL NUMBERS
	ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A		20	12	50	1
	Forged Piston Kit	fp3838	Inventory	Hi performance piston kit		450	318	425	1
	ls2 helmet		Inventory	Protect your Head		500	400	23	1
							ltems	per page: 15 💌 1 – 7 o	7 < < > >
									CANCEL SAVE AND ASSIGN

Inventory Count

- Set the quantity to be assigned. The default quantity is one, edit as may be needed.
- If the check box of an item is not ticked, there is no need to update the quantity or set the 1 to 0.

Edit Wa	arehouse								Х
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Inver	Assigned Inv	entory							
Filte	r: Filter								
	Name	Sku	Туре	Sales Description		Sales Price	Cost	Qty on Hande	Assign (Qty/Sn)
	#2 1" Bolt	80000019-1425994317	Inventory	Bolt: number 2 thread, 1 inch length		з	0.5	100	1
	#2 1" Bolt - Black	8000001E-1427211280	Inventory	Bolt: number 2 thread, 1 inch length. Black		1	0.15	100	1
	#3 1" Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length		0.75	0.4	962	1
	3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange		3.25	1.75	1	SELECT SERIAL NUMBERS
	ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A		20	12	50	1
	Forged Piston Kit	fp3838	Inventory	Hi performance piston kit		450	318	425	25.00
	is2 helmet		Inventory	Protect your Head		500	400	23	1
							Items	per page: 15 💌 1 - 7 c	f7 < < >>
									· · · · · · · · · · · · · · · · · · ·
									CANCEL SAVE AND ASSIGN

Serial Numbers

- Click the Select Serial Numbers option to bring up the list of available serial numbers.
- Find the serial number(s) to be assigned. Use the Filter option to quickly find a serial number.
- Tick the checkbox(es) to select.
 - Untick the checkbox to deselect.
- The item checkbox will automatically be ticked when a serial number is selected.

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					ZIP					
Inven	ntory List Assigned I	nventory								
Filte	r: Filter									
	Name	Sku	Туре	Sales Description		Sales Price	Cost	Qty on Hande	Assign (Qty/Sn)	
	#2 1" Bolt	80000019-1425994317	Inventory	Bolt: number 2 thread, 1 inch length		з	0.5	100	1	
	#2 1" Bolt - Black	8000001E-1427211280	Inventory	Bolt: number 2 thread, 1 inch length. Black		1	0.15	100	1	
	#3 1" Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length		0.75	0.4	962	1	
	3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange		3.25	1.75	4	2 SELECTED	1
	ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A		20	12	50	Q Filter	
1	Forged Piston Kit	fp3838	Inventory	Hi performance piston kit		450	318	425	A46587	
	ls2 helmet		Inventory	Protect your Head		500	400	23	□ _{A46439}	
							ltems	per page: 15 👻	1-7 of 7 • A46592	
									CANCEL SAVE AND ASS	SIG

Once done, **Save and Assign**. The inventory items with assigned quantities or serial numbers will be added to the warehouse's inventory.

The count of assigned items will be automatically removed from the main storage facility's inventory. The quantity on hand on the Inventory List will be updated. The warehouse is now accountable for the inventory.

Increase the Quantity of an Inventory Item

The Warehouse Assigned Items quantity on hand will be automatically updated when these are used and invoiced for a job.

Replenish the items used and update the Warehouse inventory.

From the Warehouses List, find the one to be updated and click on it to open the profile in edit mode.

IndusTrack MAP	CUSTOMER ESTIMA	TES SCHEDULE	INVOICES	TIMESHEET	SNOWTRACK	P.O.	REPORTS				208	, D	0 🔅 🤇
Membership	Filter: Filter											AC	TIONS 👻
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Inventory list	East V	/est Region											
Equipment	North	West Region						ltems ner nære:	15	1 - 2 of 2	12	2 3	
Warehouses	_							terns her høger		1 2012			21
Vendors													
Purchase orders													
Markups													
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Go to the Inventory List tab and find the item to be updated. Tick the checkbox to its left.

Edit W	arehouse								
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Inve	er: Filter	ventory							
	Name	Sku 🕈	Туре	Sales Description		Sales Price	Cost	Qty on Hande	Assign (Qty/Sn)
	#2 1" Bolt	80000019-1425994317	Inventory	Bolt: number 2 thread, 1 inch length		3	0.5	100	1
	#2 1" Bolt - Black	8000001E-1427211280	Inventory	Bolt: number 2 thread, 1 inch length. Black		1	0.15	100	1
	#3 1" Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length		0.75	0.4	962	1
	3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange		3.25	1.75	4	SELECT SERIAL NUMBERS
	ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A		20	12	50	1
	Forged Piston Kit	fp3838	Inventory	Hi performance piston kit		450	318	425	1
	ls2 helmet		Inventory	Protect your Head		500	400	23	1
							ltems	per page: 15 💌	1-7 of 7 < < > >
									CANCEL SAVE AND ASSIGN

Key in the quantity to be added.

Edit Wa	arehouse								
					ZIP				
Inven	ntory List Assigned Inv	ventory							
Filte	r: Filter								
	Name	Sku	Туре	Sales Description		Sales Price	Cost	Qty on Hande	Assign (Qty/Sn)
	#2 1" Bolt	80000019-1425994317	Inventory	Bolt: number 2 thread, 1 inch length		з	0.5	100	1
	#2 1" Bolt - Black	8000001E-1427211280	Inventory	Bolt: number 2 thread, 1 inch length. Black		1	0.15	100	1
	#3 1" Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length		0.75	0.4	962	1
	3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange		3.25	1.75	4	SELECT SERIAL NUMBERS
1	ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A		20	12	50	12.00
	Forged Piston Kit	fp3838	Inventory	Hi performance piston kit		450	318	425	1
	ls2 helmet		Inventory	Protect your Head		500	400	23	1
							ltems	per page: 15 💌 1 - 7	¢7 < < > >
									CANCEL SAVE AND ASSIG

For inventory that uses serial numbers:

- Click the Select Serial Numbers option to bring up the list.
- Find the serial number(s) to be assigned. Use the Filter option to quickly find a serial number.
- Tick the checkbox(es) to select.
 - Untick the checkbox to deselect.

Edit Warehous	se									Х
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Inventory List	t Assigned Inven	itory								
Filter: Filter	r									
Name		Sku	Туре	Sales Description		Sales Price	Cost	Qty on Hande	Assign (Qty/Sn)	
#2 1" B	Bolt	80000019-1425994317	Inventory	Bolt: number 2 thread, 1 inch length		з	0.5	100	1	
#2 1" B	Bolt - Black	8000001E-1427211280	Inventory	Bolt: number 2 thread, 1 inch length. Black		1	0.15	100	1	
□ #3 1" B	Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length		0.75	0.4	962	1	
Ift Cold	ld Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange		3.25	1.75	4	2 SELECTED	
ACU Filt	ilter#3	INV 3000	Inventory	regular filter for ACUs class A		20	12	50	Q Filter	
Forged	d Piston Kit	fp3838	Inventory	Hi performance piston kit		450	318	425	A46587	
Is2 held	lmet		Inventory	Protect your Head		500	400	23	✓ A46439	
							ltems p	er page: 15 💌 1 – 7 of	A46592	
									CANCEL SAVE AND ASS	IGN

Save and Assign the additional quantity or serial number(s).

dit Warehouse				ZIP				:
Inventory List Assigned	Inventory							
Filter: Filter								
Name	Sku	Туре	Sales Description		Sales Price	Cost	Qty on Hande	Assign (Qty/Sn)
#2 1" Bolt	80000019-1425994317	Inventory	Bolt: number 2 thread, 1 inch length		з	0.5	100	1
#2 1" Bolt - Black	8000001E-1427211280	Inventory	Bolt: number 2 thread, 1 inch length. Black		1	0.15	100	1
#3 1" Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length		0.75	0.4	962	1
3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange		3.25	1.75	4	SELECT SERIAL NUMBERS
ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A		20	12	50	12.00 🗘
Forged Piston Kit	fp3838	Inventory	Hi performance piston kit		450	318	425	1
Is2 helmet		Inventory	Protect your Head		500	400	23	1
						ltems	per page: 15 💌 1 -	7 of 7 🛛 🔍 🕹 🕹
								CANCEL SAVE AND ASSIGN

At the **Assigned Inventory tab**, the additional quantity or serial number(s) will be added to the item's stocks on hand.

dit Ware	ehouse								
	General			А	ddress				
		Vehicle	[004] Cargo Van 1	~	Street				
	Nick	«Name*	North West Region	±	City				
					State				
					ZIP				
		_							
Invento	ory List Assigned Inventor	ry							
Filter:	Filter								/
	Name	Sku		Туре	Sales Description	Sales Price	Cost	Qty/Sn	
	ls2 helmet			Inventory	Protect your Head	500	400	16	
	ACU Filter#3	INV 300	0	Inventory	regular filter for ACUs class A	20	12	25	
	3ft Cold Water PVC	INV - 40	00	Inventory	3 feet Cold Water PVC Pipe, orange	3.25	1.75	SELECT	SERIAL NUMBERS
	#3 1" Bolt	800000	1D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length	0.75	0.4	35	
						ltems per	page: 15 💌	1 - 4 of 4 <	$\langle \rangle \rangle$
								CANCEL	SAVE AND UNASSIGN

Unassign/Remove Inventory Items from a Warehouse

From the Warehouses List, find the one to be updated and click on it to open the profile in edit mode.

IndusTrack	MAP	CUSTOMER	ESTIMATES	SCHEDULE	INVOICES	TIMESHEET	SNOWTRACK	P.O.	REPORTS				20	\$ ¢	0 🔅	(
Membersh	nip		Filter: Filter											A	CTIONS -	
🗮 Inventory	-		Name			/										
Inventory list			East West R	egion Region												1
Equipment		L L								ltems per page	15 👻	1 – 2 of 2	<	<	> >	J
Warehouses	-															
Vendors																
Purchase orde	ers															
Markups																
PriceBooks	5	<														
🗎 Scheduling	2	<														

Go to the Assigned Inventory tab. Find the item from the list of assigned items and tick the checkbox to its left.

Vehice [004] Cargo Van 1 v Nick Name* North. West Region Inventory State 2P Inventory Istar Sales Description <p< th=""><th>Edit War</th><th>ehouse</th><th></th><th></th><th></th><th></th><th></th><th></th></p<>	Edit War	ehouse						
Nick Name* North West Region City State State Jup State Jup State Jup State Jup State Jup State Jup State State Jup State State Jup State State State Jup State State State Jup State State State State Jup State State State State State Jup State Type State State State State Jup State Inventory Protect your Head Soo 400 16 Jup AccU Filter#3 Inventory Restar PVC Diple, orange 3.25 1.75 State State Jup State Inventory Hiperformance piston kit 450 318 5 Jup State State Jup Jup Jup Jup Jup Jup Jup		Vehicle	le [004] Cargo Van 1	~	Street			
State		Nick Name	* North West Region	±	City			
ZIP Inventory List Assigned Inventory Filter - Filter - Sales Description Sales Price Cost Qtv/Sn vsne Sku Type Sales Description Sales Price Qtv/Sn vsne Sku Inventory Protect your Head Soo 400 16 vsne AcU Filter#3 INV 3000 Inventory regular filter for ACUs class A 20 12 25 vsne Forged Piston Kit fp3838 Inventory Hi performance piston kit 450 318 5 vs1'1 'Bolt B000001D-1426192795 Inventory Boit: number 3 thread, 1 inch length 0.75 0.4 35 tems per page Ts of I <					State			
Inventory List Assigned Inventory Filter Filter Imme Sku Type Sales Description Sales Price Cost Qty/Sn 1					ZIP			
Inventory Lit Assigned Inventory Filter Filter Inventory Lit Sale Signed Inventory Filter Filter Inventory Sales Description Sales Price Cost Qty/Sn Inventory Protect your Head Solo 400 16 ACU Filter#3 INV 3000 Inventory regular filter for ACUs class A 20 12 25 At Cul Filter#3 INV 4000 Inventory 3 feet Cold Water PVC Pipe, orange 3.25 1.75 RELECT SEGNAL NUMBERS Forged Piston Kit fp3838 Inventory Hip erformance piston kit 450 318 5 #3 1° Boit 8000001D-1426192795 Inventory Boit: number 3 thread, 1 inch length 0.75 0.4 35 Items par pare [15 1 -5 of [1 < 2 >] 1 -5 of [2 < 2 >] 1 1 2 < >]								
Filter: Filter: Filter: Filter: Name Sku Type Sales Description Sales Price Cost Qty/Sn 1s2 helmet 1s2 helmet Inventory Protect your Head 500 400 16 ACU Filter#3 INV 3000 Inventory regular filter for ACUs class A 20 12 25 3ft Cold Water PVC INV-4000 Inventory 3 feet Cold Water PVC Pipe, orange 3.25 1.75 SELECT SEMAL NUMBERS Forged Piston Kit fp3838 Inventory Hi performance piston kit 450 318 5 #3 1* Bolt 8000001D-1426192795 Inventory Bolt: number 3 thread, 1 inch length 0.75 0.4 35 tems per page 15 I - 5 of C < > >I I - 5 of C < > >I 1 0.5 I - 5 of C < > >I	Invent	ory List Assigned Inventory						
Filter Filter Name Sku Type Sales Description Sales Price Cost Oty/Sn 12 12 10								
Name Sku Type Sales Description Sales Price Cost Qty/Sn 1s2 heimet Inventory Protect your Head 500 400 16 ACU Filter#3 INV 3000 Inventory regular filter for ACUs class A 20 12 25 3ft Cold Water PVC INV - 4000 Inventory 3 feet Cold Water PVC Pipe, orange 3.25 1.75 SELECT SERAL NUMBERS P Forged Piston Kit fp3838 Inventory Hi performance piston kit 450 318 5 #3 1* Bolt 800001D-1426192795 Inventory Bolt: number 3 thread, 1 inch length 0.75 0.4 35 Items per page IS 1-5 of S I < S > I I < S > I	Filter	Filter						
is2 heimet Inventory Protect your Head 500 400 16 ACU Filter#3 INV 3000 Inventory regular filter for ACUs class A 20 12 25 3ft Cold Water PVC INV-4000 Inventory 3 feet Cold Water PVC Pipe, orange 3.25 1.75 SELECT SENAL NUMBERS Image: Prograd Piston Kit fp3838 Inventory Hi performance piston kit 450 318 5 #3 1" Bolt 800001D-1426192795 Inventory Bolt: number 3 thread, 1 inch length 0.75 0.4 35 Items per page: T5 * 1-5or5 1 - 5or5 1 < 5or5		Name S	Sku	Туре	Sales Description	Sales Price	Cost	Qty/Sn
ACU Filter#3 INV 3000 Inventory regular filter for ACUs class A 20 12 25 3ft Cold Water PVC INV - 4000 Inventory 3 feet Cold Water PVC Pipe, orange 3.25 1.75 SELECT SENAL NUMBERS Image: Select Senal And Sena And Sena And Sena And Senal And Senal And Sena And Senal And Se		ls2 helmet		Inventory	Protect your Head	500	400	16
3ft Cold Water PVC INV - 4000 Inventory 3 feet Cold Water PVC Pipe, orange 3.25 1.75 SELECT SERIAL NUMBERS ✓ Forged Piston Kit fp3838 Inventory Hi performance piston kit 450 318 5 #3 1" Bolt 800001D-1426192795 Inventory Bolt: number 3 thread, 1 inch length 0.75 0.4 35 Items per page 15 1 - 5 of 5 1 < < > > 1		ACU Filter#3 II	INV 3000	Inventory	regular filter for ACUs class A	20	12	25
✓ Forged Platon Kit fp3838 Inventory Hi performance piston kit 450 318 5 #3 1° Bolt 8000001D-1426192795 Inventory Bolt: number 3 thread, 1 inch length 0.75 0.4 35 Items per page 15 ▼ 1-5 of 5 < < > >		3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange	3.25	1.75	SELECT SERIAL NUMBERS
#3 1° Bolt 8000001D-1426192795 Inventory Bolt: number 3 thread, 1 inch length 0.75 0.4 35 Items per page. 15 1 - 5 of 5 < > >		Forged Piston Kit f	fp3838	Inventory	Hi performance piston kit	450	318	5
ltems per page. 15 ▼ 1 – 5 of 5 < < > >		#31" Bolt 8	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length	0.75	0.4	35
						Items per page: 15	r 1 - 5 of	5 < < > >

• To unassign multiple items from the list, tick the checkboxes to the left of all. If all items will be unassigned, just tick the checkbox of the Name header.

Save and Unassign.

Edit War	ehouse						Х
	Veh	icle [004] Cargo Van 1	~	Street]
	Nick Nan	ne* North West Region	±	City			
				State			
				ZIP			
Invento	Assigned Inventory						
Filter:	Filter						
	Name	Sku	Туре	Sales Description	Sales Price	Cost	Qty/Sn
	ls2 helmet		Inventory	Protect your Head	500	400	16
	ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A	20	12	25
	3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange	3.25	1.75	SELECT SERIAL NUMBERS
~	Forged Piston Kit	fp3838	Inventory	Hi performance piston kit	450	318	5
	#3 1" Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length	0.75	0.4	5
					items per page: 15	r 1 – 5 o	rs < < > >
							CANCEL SAVE AND UNASSIGN

The item will be removed from the warehouse's inventory list. Any quantity that is still held on hand will be added back to the inventory of the item at the main storage. The Inventory List tab will reflect the change.

Warehouse											
General				A	ddress						
	Vehicle	[004] Cargo Van	1	~	Street						
	Nick Name*	North West Regior	1	±	City						
					State						
					ZIP						
ventory List Assigned	i Inventory										
,											
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	2			T	Color Description		6-1 P		5 m	0	
] Is2 helmet	SKU			Inventory	Protect your Head		500	ice.	400	16	
ACU Filter#3	INV 3000	0		Inventory	regular filter for ACUs class A		20		12	25	
] 3ft Cold Water PVC	INV - 400	0		Inventory	3 feet Cold Water PVC Pipe, orange		3.25		1.75	SELECT SERIAL N	UMBERS
] #3 1" Bolt	8000001	D-1426192795		Inventory	Bolt: number 3 thread, 1 inch length		0.75		0.4	35	
Marabourg										CANCEL SAVE	AND UNA
Warehouse					ZIP					CANCEL SAVE	AND UNA
Warehouse ventory List Assigned	d Inventory				ZIP					CANCEL SAVE	AND UNA
Warehouse wentory List Assigned ilter: Filser	d Inventory				ZIP					CANCEL SAVE	AND UNA
Warehouse wentory List Assigned Titerr Filtar Name	d Inventory Sku		Туре	Sales Description	ZIP	Sales Price	Cost	Qty on Han	de	CANCEL SAVE	AND UNA
Warehouse Wentory List Assigned iiter: Filtar Name ‡2 1° Bolt	d inventory Sku 80000019-14259	94317	Type Inventory	Sales Descripti Bolt: number 2	ZIP 21 Dn thread, 1 inch length	Sales Price 3	Cost 0.5	Qty on Han 100	de	Assign (Qty/Sn)	AND UNA
Warehouse wentory List Assigned iiterr Filtar Name #21" Bolt #21" Bolt	d Inventory Sku 80000019-14259 8000001E-14272	94317 11280	Type Inventory Inventory	Sales Description	219 219 thread, 1 inch length thread, 1 inch length, Black	Sales Price 3	Cost 0.5 0.15	Qty on Han 100 100	de	CANCEL SAVE	AND UNA
Warehouse Wentory List Assigned Wentory List Assigned Wentory List Filter Name P #2 1° Bolt - Black #2 1° Bolt - Black #3 1° Bolt	d Inventory Sku 80000019-14259 8000001E-14272 8000001D-14261		Type Inventory Inventory	Sales Description Bolt: number 2 Bolt: number 2 Bolt: number 3	21P 21P thread, 1 linch length thread, 1 linch length. Black thread, 1 linch length.	Sales Price 3 1 0.75	Cost 0.5 0.15 0.4	Qty on Ham 100 100 962	de	Assign (Qty/Sn) 1 1 1 1	AND UNA
Warehouse Wentory List Assigned Wentory List Assigned Wentory List Assigned Wentory List Pilter Name #2 1° Bolt Pilter #2 1° Bolt - Biack #3 1° Bolt 3ft Cold Water PVC	d Inventory Sku 80000019-14259 8000001E-14272 8000001D-14261 INV - 4000	94317 11280 92795	Type Inventory Inventory Inventory Inventory	Sales Descriptik Bolt: number 2 Bolt: number 3 Bolt: number 3 3 feet Cold Wat	21P 21P thread, 1 lnch length thread, 1 lnch length. Black thread, 1 lnch length.	Sales Price 3 1 0.75 3.25	Cost 0.5 0.15 0.4 1.75	Qty on Han 100 962 4	de	Assign (Qty/Sn) 1 1 1 SELECT SERIAL N	IND UNA
Warehouse wentory List Assigned iiter: Filter Name #2 1" Bolt #2 1" Bolt #3 1" Bolt 3ft Cold Water PVC AcU Filter#3	d Inventory Sku 80000019-14259 8000001D-14251 8000001D-14261 INV - 4000 INV 3000	94317 11280 92795	Type Inventory Inventory Inventory Inventory	Sales Description Bolt: number 2 Bolt: number 3 3 feet Cold Wat regular filter for	n thread, 1 linch length thread, 1 linch length. Black thread, 1 linch length er PVC Pipe, orange r ACUs class A	Sales Price 3 1 0.75 3.25 20	Cost 0.5 0.4 1.75 12	Qty on Ham 100 100 962 4	de	Assign (Qty/Sn) Assign (Qty/Sn) I I SELECT SERMA N 1	AND UNA
Warehouse wentory List Assigned Filter Filter Pilter Filter #2 1° Bolt Bolt #2 1° Bolt Bolt #2 1° Bolt Bolt #2 1° Bolt Acu Filter#3 Forged Piston Kit Forged Piston Kit	d Inventory Sku 80000019-14259 80000010-14261 INV - 4000 INV 3000 fp3838	94317 11280 92795	Type Inventory Inventory Inventory Inventory Inventory	Sales Descripti Bolt: number 2 Bolt: number 3 3 feet Cold Wat regular filter for Hi performance	21P 21P 21P 21P 21P 21P 21P 21P 21P 21P	Sales Price 3 1 0.75 3.25 20 450	Cost 0.5 0.4 1.75 12 318	Qty on Han 100 100 962 4 50 425	de	Assign (Qty/Sn) Assign (Qty/Sn) I I I I I I I I I I I I I	
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Warehouse wentory List Assigned iiter Filtar Name #2 1" Bolt #2 1" Bolt #3 1" Bolt ACU Filter#3 Forged Piston Kit is2 helmet	d Inventory Sku 80000019-14259 8000001D-14261 INV - 4000 INV 3000 fp3838	94317 11280 92795	Type Inventory Inventory Inventory Inventory Inventory Inventory	Sales Description Bolt: number 2 Bolt: number 3 3 feet Cold Wate regular filter for Hi performance Protect your He	21P 21P 21P 21P 21P 21P 21P 21P 21P 21P	Sales Price 3 1 0.75 3.25 20 450 500	Cost 0.5 0.15 0.4 1.75 12 318 400 Items	Qty on Han 100 962 4 50 425 23 per page 15	de 1-7	CANCEL SAVE Assign (Qty/Sn) 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	IUMBERG

Decrease the Quantity of an Inventory Item

The Warehouse Assigned Items quantity on hand will be automatically updated when these are used and invoiced for a job. However, it is also possible to manually decrease the warehouse's inventory count.

From the Warehouses List, find the one to be updated and click on it to open the profile in edit mode.

IndusTrack MAP	CUSTOMER	ESTIMATES	SCHEDULE	INVOICES	TIMESHEET	SNOWTRACK	P.O.	REPORTS				20	ŝ C) 🤣 🌼 (
Membership	F	ilter: Filter											,	ACTIONS +
🗮 Inventory 🗲		Name			/									
Inventory list		East West Re	gion											
Equipment	L	North West P	Region						Items per page	15 👻	1 – 2 of 2	<	<	> >
Warehouses														
Vendors														
Purchase orders														
Markups														
PriceBooks	<													
🗎 Scheduling	<													

Go to the Assigned Inventory tab and find the item to be updated. Unassign this first.

Edit Ware	ehouse						×
	Vehicl	le [004] Cargo Van 1	~	Street			^
	Nick Name	* North West Region	±	City			
				State			
				ZIP			
Invento	nul ist Assigned Inventory						
Invento	Assigned inventory						
Filter:	Filter						
	Name S	Sku	Туре	Sales Description	Sales Price	Cost	Qty/Sn
	ls2 helmet		Inventory	Protect your Head	500	400	16
	ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A	20	12	25
	3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange	3.25	1.75	SELECT SERIAL NUMBERS
	Forged Piston Kit f	fp3838	Inventory	Hi performance piston kit	450	318	5
	#31" Bolt 8	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length	0.75	0.4	35
					Items per page: 15	▼ 1 - 5 of	
							CANCEL SAVE AND UNASSIGN

Go back to the Inventory List tab and **assign** the item again with the new quantity.

it Wa	rehouse									
					ZIP					
Inven	tory List Assigned In	ventory								
	, ,									
Filter	r: Filter									
	Name	Sku	Туре	Sales Description		Sales Price	Cost	Qty on Hande	Assign (Qty/Sn)	
	#2 1" Bolt	80000019-1425994317	Inventory	Bolt: number 2 thread, 1 inch length		з	0.5	100	1	
	#2 1" Bolt - Black	8000001E-1427211280	Inventory	Bolt: number 2 thread, 1 inch length. Black		1	0.15	100	1	
	#3 1" Bolt	8000001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length		0.75	0.4	962	1	
	3ft Cold Water PVC	INV - 4000	Inventory	3 feet Cold Water PVC Pipe, orange		3.25	1.75	4	SELECT SERIAL NUMB	ERS
	ACU Filter#3	INV 3000	Inventory	regular filter for ACUs class A		20	12	50	1	
/	Forged Piston Kit	fp3838	Inventory	Hi performance piston kit		450	318	425	2.00	\$
	ls2 helmet		Inventory	Protect your Head		500	400	23	1	
							ltems	per page: 15 💌 1 – 7 c	of7 < < >	\geq
									CANCEL SAVE A	AND ASS

Save and Assign. The item will be added back to the warehouse's inventory list with a decreased quantity.

Edit Ware	ehouse						2
	Vehicle	[004] Cargo Van 1	•	Street			
	Nick Name*	North West Region	0	City			
				State			
				ZIP			
Invento	ory List Assigned Inventory						
Filter:	Filter						
	Name Ski		Type	Sales Description	Sale	es Price Cost	Otv/Sp
	ls2 helmet		Inventory	Protect your Head	500	400	16
	ACU Filter#3 INV	/ 3000	Inventory	regular filter for ACUs class A	20	12	25
	3ft Cold Water PVC INV	/ - 4000	Inventory	3 feet Cold Water PVC Pipe, orange	3.25	5 1.75	SELECT SERIAL NUMBERS
	Forged Piston Kit fp3	838	Inventory	Hi performance piston kit	450	318	2
	#3 1" Bolt 800	00001D-1426192795	Inventory	Bolt: number 3 thread, 1 inch length	0.75	5 0.4	35
					Ite	ems per page: 15 💌	1 - 5 of 5 < < > >
							CANCEL SAVE AND UNASSIGN