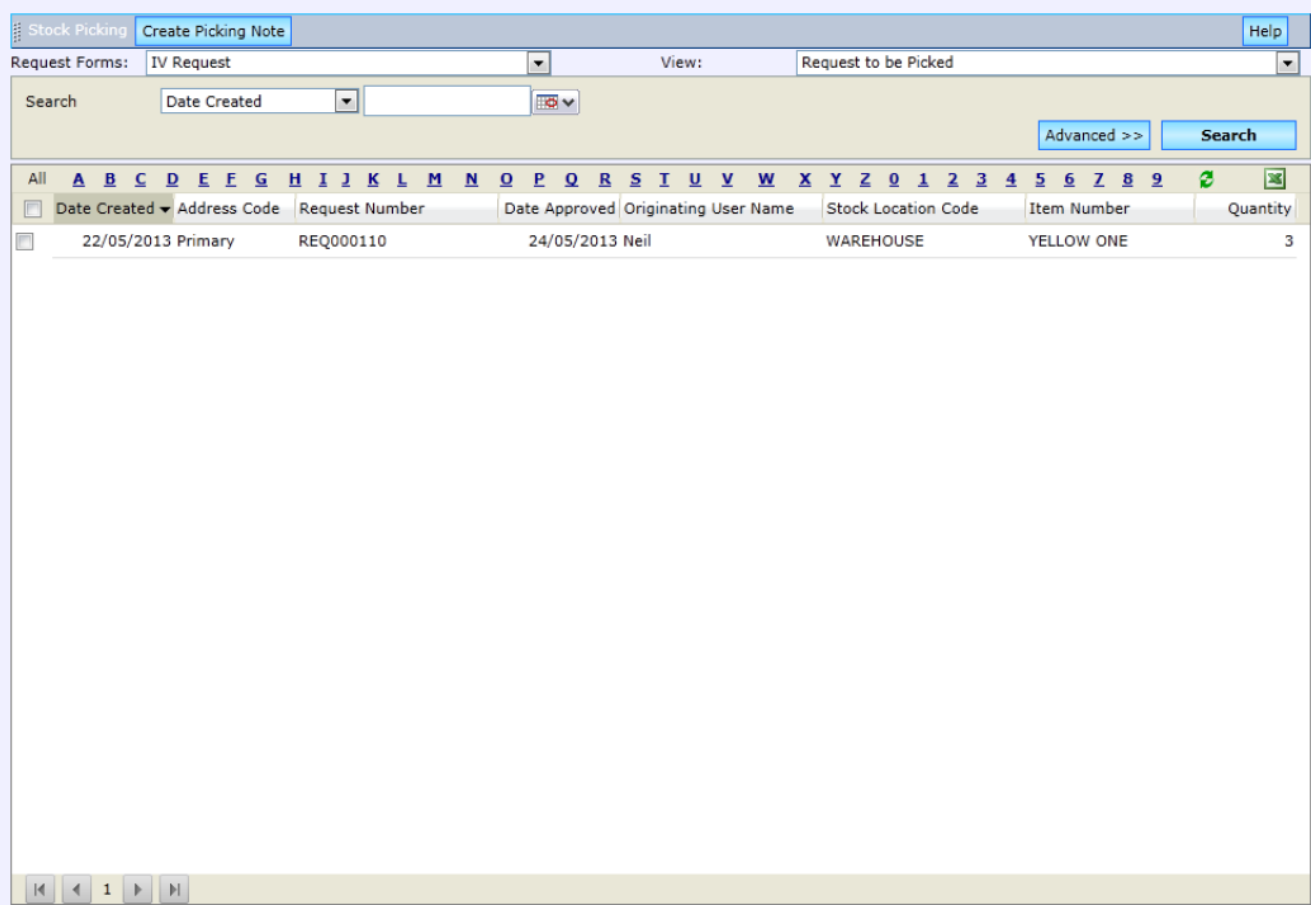
Printing Picking Notes (Stock Requests)

Last updated: August 26, 2022

Once stock requests have been approved they are available to be allocated to a picking note.



There are 2 views available,

Requests to be Picked

This view shows all the Approved Stock Requests lines, which have not been allocated a Picking Note Number. Tick the lines to be added to the Picking Note, and click on ‘Create Picking Note’ a new Picking Note Number will be generated and the Picking Note will be printed.

Previously Picked Requests

This view shows all the Approved Stock Requests Lines which have already been allocated a Picking Note Number. You can see the Picking Status and pre-print the Picking Note