

Freight Container Receiving Management

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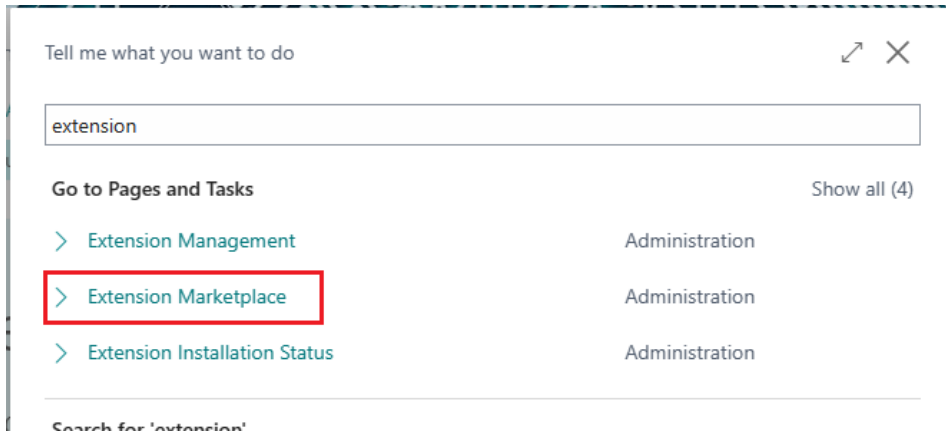
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Installation & Setup

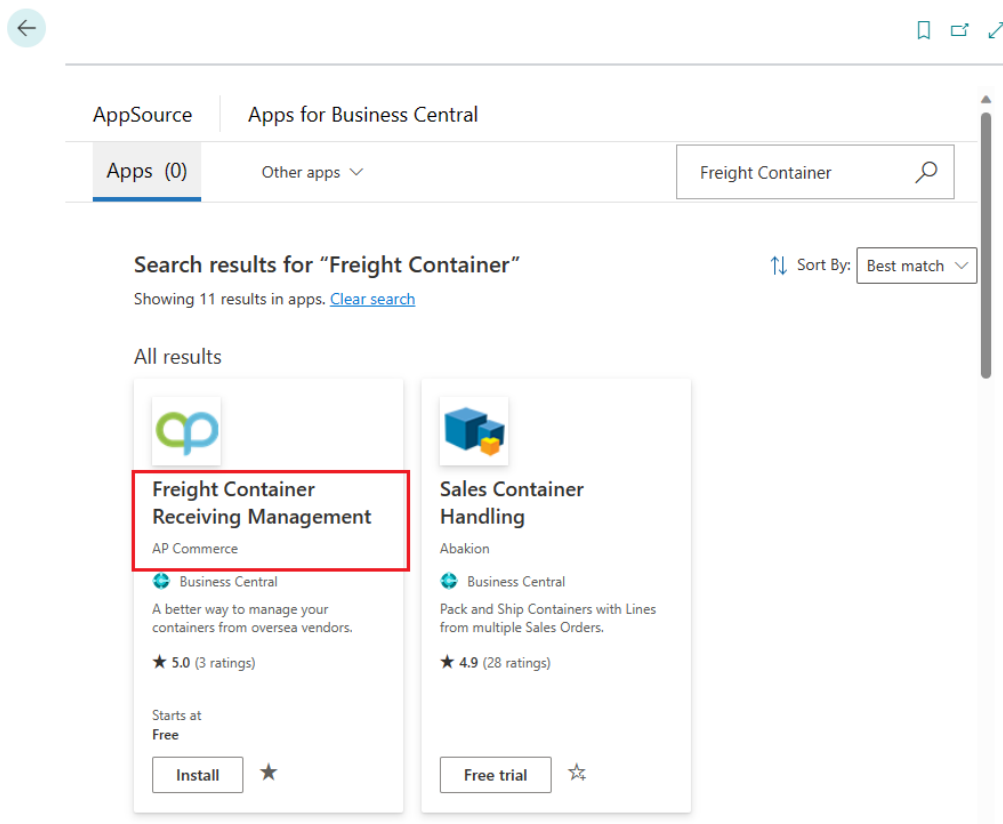
The Freight Container Management app is installed per company. To enable and initialize the app, use the Assisted Setup Wizard.

Creating the Subscription

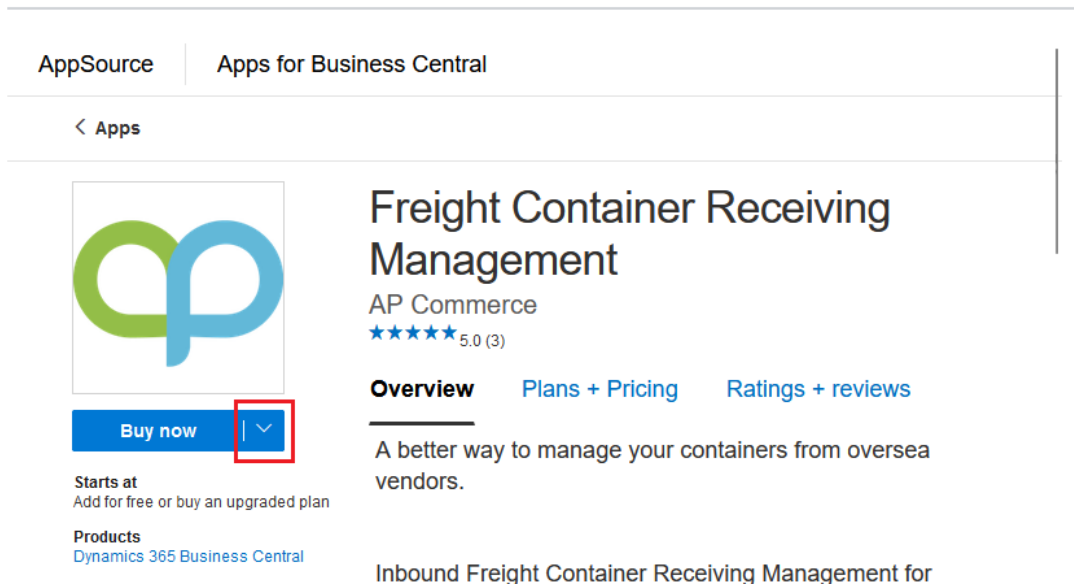
- 1) Go to the Extension Marketplace and click on the app you want to subscribe to.



- 2) Search "Freight Container" in the AppSource to find the Freight Container Receiving Management and open the information page.




3) On the **Drop Down** next to **Buy Now**.



AppSource | Apps for Business Central

< Apps



Freight Container Receiving Management

AP Commerce
★★★★★ 5.0 (3)

Overview [Plans + Pricing](#) [Ratings + reviews](#)

Buy now | ▾

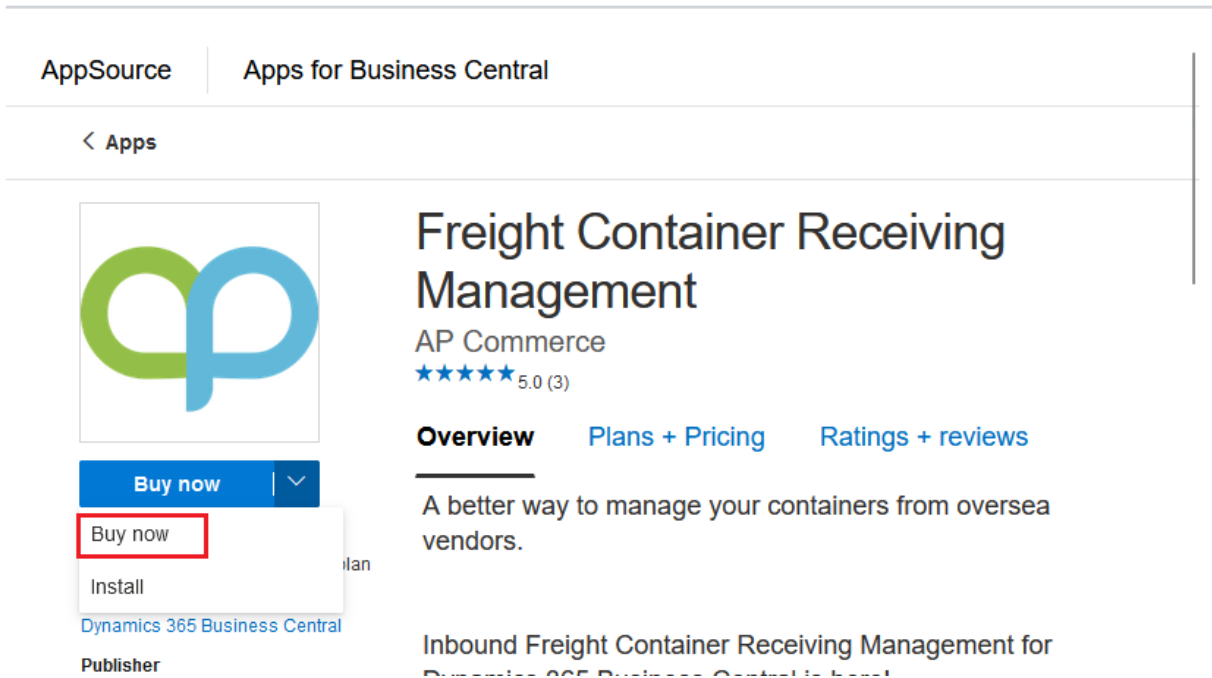
Starts at
Add for free or buy an upgraded plan

Products
[Dynamics 365 Business Central](#)

A better way to manage your containers from overseas vendors.

Inbound Freight Container Receiving Management for

4) Click on **Buy Now**.



AppSource | Apps for Business Central

< Apps



Freight Container Receiving Management

AP Commerce
★★★★★ 5.0 (3)

Overview [Plans + Pricing](#) [Ratings + reviews](#)

Buy now | ▾

- Buy now**
- Install

[Dynamics 365 Business Central](#)


Publisher

A better way to manage your containers from overseas vendors.

Inbound Freight Container Receiving Management for


5) Click on **Buy now**

Apps > **Freight Container Receiving Management**



Freight Container Receiving Management

by AP Commerce

 Dynamics 365 Business Central

★ 5.0 (3 ratings)

Starts at **Free** **Buy now** Contact me ★ Saved

Overview **Plans + Pricing** Ratings + reviews Details + support

Plan	Description
Small Team Plan	Small Team Plan (4-10 users: \$30 per user):


6) Select a plan and click **Next**.

Apps > Freight Container Receiving Management > **Checkout**

Checkout

- Plan
- Price + billing
- Payment
- Complete purchase

Select a plan



Freight Container Receiving Management

Small Team Plan Free trial

Description

Small Team Plan (4-10 users: \$30 per user):
Perfect for small teams of 4 to 10 users. Enjoy cost-effective solutions tailored to the needs of compact teams.

Next

7) Go through the Billing information pages.



Apps > Freight Container Receiving Management > **Checkout**

Checkout

- Plan
- Price + billing**
- Payment
- Complete purchase

Price + billing

Billing term ⓘ *

1-month subscription

Price/payment options ⓘ *

First month free, then \$30.00/user/1-month


Recurring billing ⓘ *

On

Off

Number of users (4-10) *

Up next, choose your payment method:

<p>Credit card</p> <p>Use a credit card to make an online payment.</p> <p>Accepted payment methods:</p> 	<p>Invoice pay <i>New!</i></p> <p>If your organization has been approved for payment by invoice, select Invoice pay on the next page to pay with a check or wire transfer.</p> <p>Learn more about paying by invoice ↗</p>
--	---

8) Enter your payment information.

Checkout

- Plan
- Price + billing
- Payment**
- Complete purchase

Payment

Product name	Price (USD)	Quantity	Subtotal (USD)	
Offer	Freight Container Receiving Management	First month free, then \$30.00/user/one-time payment	4	\$120.00 for 1 month
Plan	Small Team Plan	Free trial		
Billing term	1-month subscription			
Recurring billing	On			

Sold-to address *

Enter the address of the legal entity responsible for payment and identified on the invoice. The address provided here is used to determine your tax rate.

Billing account

AP Commerce, Inc.

[Edit](#)

AP Commerce, Inc.
12304 Santa Monica Blvd. STE 300
Los Angeles, CA 90025-2593
US

Bill to *

Select the billing profile you want to use for this purchase. You can also edit an existing profile. [Learn more about billing profiles](#)

Billing profile

APC

[Edit](#) + [Add new](#)

9) Click on the **Accept agreement & place order**.

Summary

Subtotal after trial (before tax):

Estimated taxes: [①](#)

Total:

Free trial

You'll start being charged after the first month of free trial for this subscription.


10) Click on **Assign license** to open the **Microsoft 365 admin center**.

Checkout

- ✓ Plan
- ✓ Price + billing
- ✓ Payment
- **Complete purchase**

Complete purchase

✓ **Thank you for your purchase**

 **Freight Container Receiving Management**

✓ Your order was processed successfully.

Offer details

Offer
Freight Container Receiving Management

Plan
Small Team Plan

Billing term
1-month

Price/payment options
First month free, then \$30.00/user/1-month + tax

Recurring billing ⓘ
On

Total
\$0.00

Invoice details

Sold to
AP Commerce, Inc.

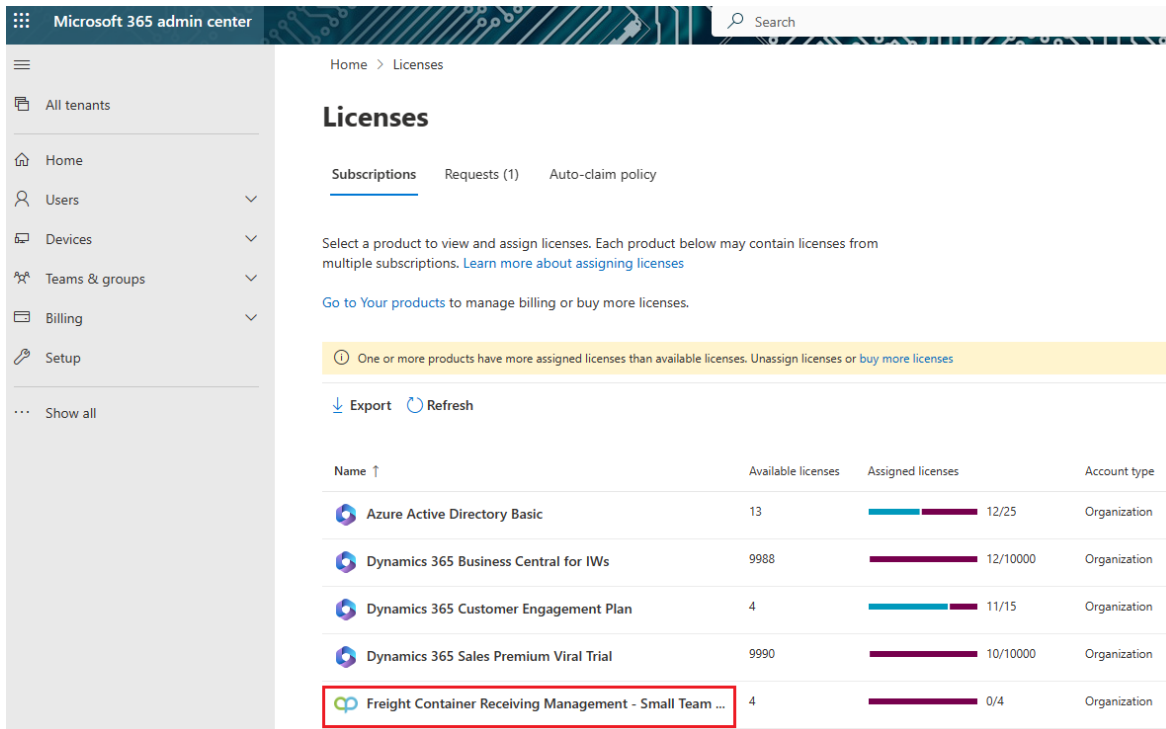
Next steps

Now, assign the licenses you purchased to users in your tenant via [Admin center](#). From there you can proceed to install this app. To manage your licenses anytime, click on your account at the top right, open [Admin center](#) and go to Licenses.

Back

Assign licenses

11) Click on the app that is just purchased.



The screenshot shows the Microsoft 365 Admin Center interface. The left sidebar contains navigation options: All tenants, Home, Users, Devices, Teams & groups, Billing, Setup, and Show all. The main content area is titled 'Licenses' and includes tabs for Subscriptions, Requests (1), and Auto-claim policy. A message states: 'One or more products have more assigned licenses than available licenses. Unassign licenses or buy more licenses.' Below this, there are 'Export' and 'Refresh' buttons. A table lists the following products:

Name ↑	Available licenses	Assigned licenses	Account type
Azure Active Directory Basic	13	12/25	Organization
Dynamics 365 Business Central for I/Ws	9988	12/10000	Organization
Dynamics 365 Customer Engagement Plan	4	11/15	Organization
Dynamics 365 Sales Premium Viral Trial	9990	10/10000	Organization
Freight Container Receiving Management - Small Team ...	4	0/4	Organization

12) Click on **Assign Licenses** to assign the licenses to the users that will be using the app.

[Home](#) > [Licenses](#) > License details

[Back to Licenses](#)

Freight Container Receiving Management - Small Team Plan Published by AP Commerce

Licenses

4 available

0 assigned of 4 total

[Install this product](#)

Users

Manage and view licenses for your users.

[+ Assign licenses](#) [↓ Export users](#) [↻ Refresh](#)

<input type="checkbox"/>	Name	Email	Type
--------------------------	------	-------	------

13) Click on **Install this Product** to install the app in your tenant.

[Back to Licenses](#)

Freight Container Receiving Management - Small Team Plan Published by AP Commerce

Licenses

3 available

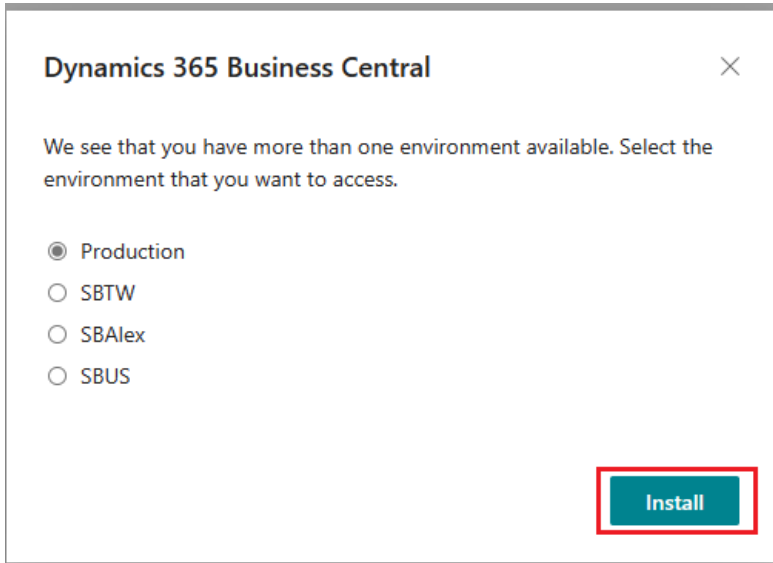
1 assigned of 4 total

[Install this product](#)

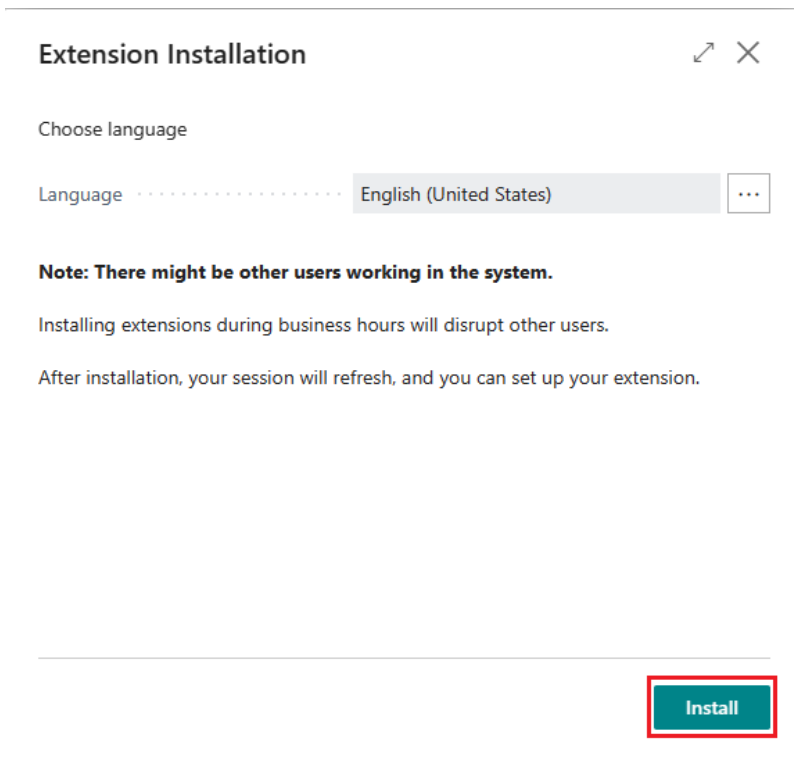
Users

Manage and view licenses for your users.

14) Select an environment and click on **Install**.



15) Choose a language and click on **Install**.




Cancelling the Subscription

- 1) To Cancel Subscription, open the **Microsoft 365 admin center** and go to **Billing>>Your Products**.
- 2) Click on the app you want to cancel the subscription for and click on **Cancel Subscription**.


Setup the Freight Container Receiving Management App

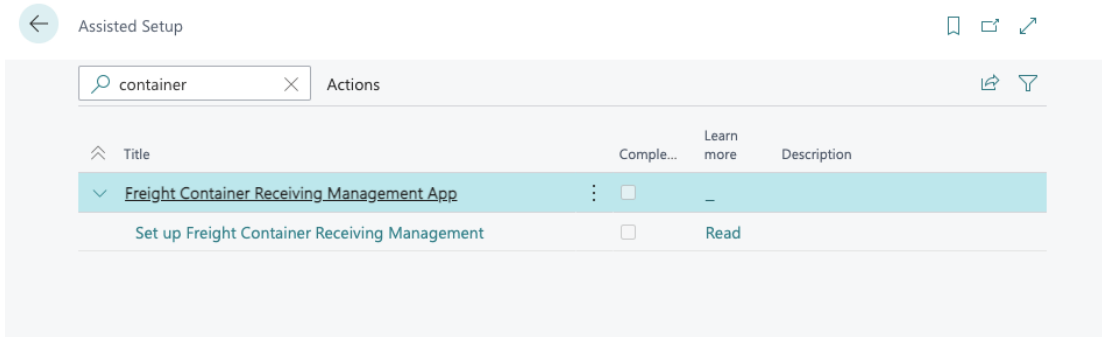
Assign User Permission Set

- 1) Choose the  icon to enter **"User"** and click on the related link to open the **Users** list.
- 2) On the Users list, click on the user that will perform the Container Management setup and open the User Card page.
- 3) On the **User Card** page, go to the **User Permission Sets** tab, add the necessary permission sets based on the role of the user:
 - a) **APCCNTRADMINE**
 - i) Assign this to the users that are considered administrators of the app setup.
 - ii) These users must be licensed through the Microsoft 365 admin center.
 - b) **APCCNTRUSERE**
 - i) Assign this to the users that are considered administrators of the app setup.
 - ii) These users must be licensed through the Microsoft 365 admin center.
 - c) **APCCNTRREADE**
 - i) Assign this to all users.
 - ii) These users **do not need to be licensed**, but this permission set must be assigned to prevent any licensing errors while using areas touched by the app. (ex.: flowfields on Purchase Lines, Item Ledger Entries, etc.)
 - d) **APCCNTRTESTUSERE**
 - i) A special license is available to be used to allow one account to test this app in a Sandbox/
 - ii) This permission set is only for use in a Sandbox environment and cannot be assigned to any user in a Production environment.

Permission Set ↑	Name	Type ↑	Extension Name
APCCNTRADMINE	Container Mgmt - Admin	System	Freight Container Receiving Management
APCCNTRREADE	Container Mgmt Read Only	System	Freight Container Receiving Management
APCCNTRTESTUSERE	Container Mgmt - Test User	System	Freight Container Receiving Management
APCCNTRUSERE	Container Mgmt - User	System	Freight Container Receiving Management

Assisted Setup

- 1) Choose the  icon to enter **"Assisted Setup"** and click on the related link.
- 2) Search "Container" to find the **Setup Freight Container Receiving Management** and click on the link. This will launch the wizard for setup process.



3) Input the required info on the **Customer details** page and click on Next.

The screenshot shows the 'Freight Container Receiving Management Setup' form. The 'Customer details' section is active, with the instruction 'Please provide your company details'. The form contains the following fields:

- Name: CRONUS USA, Inc.
- Address: 7122 South Ashford Street
- Address 2: Westminster
- City: Atlanta
- County: GA
- Post Code: 31772
- Country/Region Code: US
- Phone No.: +1 425 555 0100
- Email: (This field is highlighted with a red box and has a red asterisk next to it, indicating it is required.)

At the bottom of the form, there are three buttons: 'Back', 'Next', and 'Finish'. The 'Next' button is highlighted in green.

a) You must enter an email address in order to click on the Next button

4) On the **Number Series** section, select a **No. Series** for **Container Nos.** and **Posted Container Nos.** The app automatically creates the **No. Series** of **"P-CON"** and **"P-CON+"** during the install and inserted into the No. Series fields by the setup wizard.

Freight Container Receiving Management Setu...

Number Series
Please choose No. Series for Container No. Leaving it empty will create default No. Series.

Container Nos. P-CON

Posted Container Nos. P-CON+

- 5) On the **On the water process** section, enter the **Default Inbound Transition Leadtime** (optional) to specify the default date formula to calculate the Estimated Receipt Date based on the Vessel Arrival Date, for example, 1W. Enter **Default Transfer Order In-transit Location** to specify the default In-transit Location Code to use to transfer inventory to the final location. Enter **Default On the Water/Air Location** to specify the default On the Water/Air Location Code to use when receiving items from overseas. Leave blank if you do not use OTW locations.

On the water process
Please fill in the default values for on the water process. If you still not decided yet to use it or not, just leave this part blank. You can fill in later on the container setup page.

Default Inbound Transit Leadt... ·

Default Transfer Order In-trans... ·

Default On the Water/Air Loca... ·

Back **Next** Finish

To use existing location, make sure to enable the **On the Water Location** trigger on the location card. Click **Next** to proceed with the setup.

Location Card



✓ Saved



OTW · On The Water

[Online Map](#) [Resource Locations](#) [Zones](#) [Bins](#) [Inventory Posting Setup](#) [Warehouse Employees](#)

General

Code	<input type="text" value="OTW"/>	Exclude from Tax Calc... ..	<input type="checkbox"/>
Name	<input type="text" value="On The Water"/>	Tax Area Code	<input type="text" value=""/>
Use As In-Transit	<input type="checkbox"/>	Tax Exemption No.	<input type="text" value=""/>
On The Water Location	<input checked="" type="checkbox"/>		

6) On **All Done** page, Click **Finish** to complete setup.

Freight Container Receiving Management Setu...



All done

Click on Finish to create your subscription. Thank you for choosing the Container app with AP Commerce!

Back

Next

Finish

Modify the Freight Container Management Setup

1) Choose the  icon to enter and select the **Freight Container Receiving Management Setup** link to open the setup page.

Tell me what you want to do ↗ ✕

freight container setup

Go to Pages and Tasks

> [Freight Container Receiving Management Setup](#) Administration

Documentation

- 2) On the **Freight Container Receiving Management Setup** page, users may change Number Series and Container Defaults configuration as needed.

← Freight Container Receiving Management S... ✎ 🔗 + 🗑️ 📌 🔗 ↗

0

Subscription Management | Automate ▾ Fewer options

Number Series

Container Nos. P-CON Posted Container Nos. P-CON+

Container Defaults

Default Inbound Trans... 1W Default On the Water/... OTW

Default Transfer Order... OWN LOG. Default Planning Flexi... None

- a) **Container Nos.**
- i) Specifies the code for the number series that will be used to assign numbers to Containers.
- b) **Posted Container Nos.**
- i) Specifies the code for the number series that will be used to assign numbers to Posted Containers.
- c) **Default Inbound Transit Leadtime**
- i) Specifies the default date formula to calculate the Estimated Receipt Date based on the Vessel Arrival Date.
- d) **Default Transfer Order In-transit Location**
- i) Specifies the default In-transit Location Code to use to transfer inventory to the final location.
- e) **Default On the Water/Air Location**
- i) Specifies the default On the Water/Air Location Code to use when receiving items from overseas. Leave it blank if you do not use OTW locations.
- f) **Default Planning Flexibility**
- i) Specifies Planning Flexibility on Transfer Order Lines to prevent Planning processes from recommending action against the transfer line when running MRP.
- ii) Options
- (1) **Default:** This will use the Planning Flexibility assigned on the Purchase Order
- (2) **None:** This will set the Planning Flexibility on Transfer Order lines to **None**

User Guide (WITH On the Water Location)


The company places orders with their overseas factories, which prepare the shipments and send the items back to the domestic company in containers. During the shipping and receiving stage, users may encounter challenges when using the out-of-the-box Business Central process. The Freight Container Management App provides a consolidated solution for procurement users to handle multiple orders and complex processes.

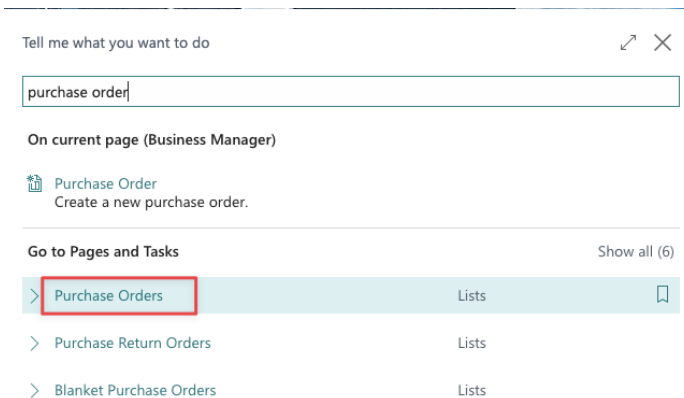
The major features include:

- Receiving multiple orders within one container.
- Recording inventory into the On the Water Location for FOB transactions.
- Tracking the receiving process with different stages (Departure, Arrival, and Final Location) to give users a clearer visibility of the goods.
- Allocating landed costs for multiple orders with flexibility.
- More features will be present in the next release...

Here are the main steps to follow when processing containers when using the OTW location:

Setting up purchase order


1. Choose the  icon and enter "Purchase Orders" to open the purchase order list page.




Tell me what you want to do ↗ ✕

purchase order

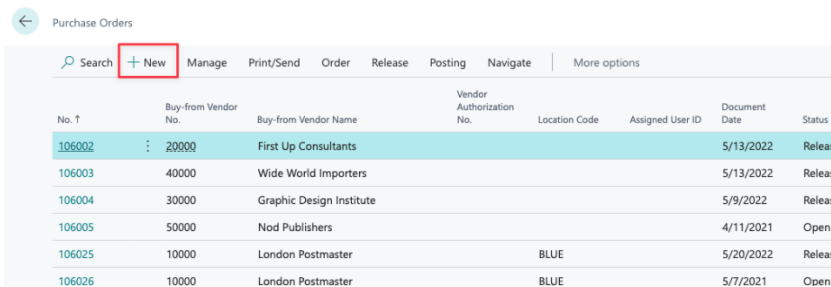
On current page (Business Manager)

 Purchase Order
Create a new purchase order.

Go to Pages and Tasks Show all (6)

- > **Purchase Orders** Lists 
- > Purchase Return Orders Lists
- > Blanket Purchase Orders Lists

2. Click on **New** to create a new purchase order.



Purchase Orders

Search **+ New** Manage Print/Send Order Release Posting Navigate More options

No. ↑	Buy-from Vendor No.	Buy-from Vendor Name	Vendor Authorization No.	Location Code	Assigned User ID	Document Date	Status
106002	20000	First Up Consultants				5/13/2022	Released
106003	40000	Wide World Importers				5/13/2022	Released
106004	30000	Graphic Design Institute				5/9/2022	Released
106005	50000	Nod Publishers				4/11/2021	Open
106025	10000	London Postmaster		BLUE		5/20/2022	Released
106026	10000	London Postmaster		BLUE		5/7/2021	Open

3. Select **Vendor Name** and enter **Items** to be purchased. Make sure the fields with star signs are filled properly. ***With the release of version 1.6.1**, you are no longer required to set the Location Code on the purchase lines to your On the Water location. You are now able to add lines that are either set to the **On the Water** location or the **Final Destination** location from your container record. However, when you process the Departure, the location code on the Purchase Line will update with the **On the Water** location from the Container.

Before adding a purchase document to a container, you will need to set up item tracking for any Serial/Lot Controlled items on the document.

Purchase Order

106109 · CoolWood Technologies

Process Release Posting Prepare Order Request Approval Print/Send Navigate More options

General Show more

Vendor Name CoolWood Technologies Vendor Invoice No. *

Contact Mr. Richard Bready Vendor Shipment No.

Document Date 5/26/2022 Status Open

Lines | Manage | More options Show more


Type	No.	Item Reference No.	Description	Location Code	Bin Code	Quantity	Reserved Quantity	Unit of Measure Code	Direct Unit Cost Excl. Tax	Tax Are
Item	1000		Bicycle	OTW		5	-	PCS	350.595	
Item	1896-S		ATHENS Desk	OTW		25	-	PCS	780.70	
→ Item	1110		Rim	OTW		100	-	PCS	1.05	

Subtotal Excl. Tax (USD) 21,375.48 Total Excl. Tax (USD) 21,375.48

Inv. Discount Amount (USD) 0.00 Total Tax (USD) 0.00

Invoice Discount % 0 Total Incl. Tax (USD) 21,375.48

Create a Container Document

1. Choose the  icon and enter "Container" to open the **Containers** list page.
2. Click on **New** to create a new Container document.
3. Enter **Container No.** and **House Bill of Lading No.** of the shipment. Assign the **Final Destination Location Code** for the shipment

Container



CON000001

Process Departure
 Process Arrival
 Process Final Location
 Landed Cost Allocation
 Automate ▼ Fewer options

General

Show less

Container No.	US20111111-01
House Bill of Lading No.	BOL123456
IncoTerms Code	▼
Customs Entry No.	
Posting Date	4/8/2024
Document Date	4/8/2024
Created By	DARWIN
Modified By	DARWIN
Modified On	5/9/2024 2:38 PM
Vessel Information	
Shipping Line	
Vessel Name	
Voyage ID	

Departure Information

Port of Departure	▼
Port of Departure Name	-
Date of Departure	
On the Water/Air Location Code	OTW ▼

Arrival Information

Port of Arrival	▼
Port of Arrival Name	-
Expected Date of Arrival	
Inbound Transit Leadtime	1W
Estimated Receipt Date	

Final Destination Location Code	MAIN ▼
---------------------------------	---------------------

Specify On the Water Location

If you did not specify a Default On The Water/Air Location on the Freight Container Management Setup page, specify the **On the Water/Air Location Code**.

Container



CON000001

Process Departure
 Process Arrival
 Process Final Location
 Landed Cost Allocation
 Automate ▼ Fewer options

General

Show less

Container No.	US20111111-01
House Bill of Lading No.	BOL123456
IncoTerms Code	▼
Customs Entry No.	
Posting Date	4/8/2024
Document Date	4/8/2024
Created By	DARWIN
Modified By	DARWIN
Modified On	5/9/2024 2:38 PM
Vessel Information	
Shipping Line	
Vessel Name	
Voyage ID	

Departure Information

Port of Departure	▼
Port of Departure Name	-
Date of Departure	
On the Water/Air Location Code	OTW ▼

Arrival Information

Port of Arrival	▼
Port of Arrival Name	-
Expected Date of Arrival	
Inbound Transit Leadtime	1W
Estimated Receipt Date	

Final Destination Location Code	MAIN ▼
---------------------------------	---------------------

Get Purchase Lines from PO to match BOL

- 1) On the Container Line, click on **Get Container Lines** menu and click on **Get Purchase Lines** to open purchase lines that will go to the **On the Water/Air location**. This list will display purchase lines for the **On the Water Location** as

well as the **Final Destination Location** that have not been assigned to any Container Documents.

Lines | Manage Line | Get Container Lines | Fewer options

Get Purchase Lines

Get Purchase Lines

Document No.	Line No.	Buy-from Vendor No.	Type	No.	Description	Unit of Measure Code	Location Code	Quantity	Qty. to put on Container	Purchase Qty. Received	Qty. Assigned to Containers
106043	20000	10000	Item	70001	Base	PCS	OTW	300	100	200	0
106043	10000	10000	Item	70000	Side Panel	PCS	OTW	250	150	100	0
106042	20000	10000	Item	80216-T	Ethernet Cable	PCS	MAIN	100	100	0	0
106042	10000	10000	Item	70000	Side Panel	PCS	OTW	500	500	0	0
106041	20000	10000	Item	80216-T	Ethernet Cable	PCS	MAIN	100	0	0	100
106041	10000	10000	Item	70000	Side Panel	PCS	OTW	400	200	200	0
106040	20000	10000	Item	80216-T	Ethernet Cable	PCS	MAIN	100	100	0	0
106040	10000	10000	Item	70000	Side Panel	PCS	OTW	400	0	200	200
106039	20000	10000	Item	80216-T	Ethernet Cable	PCS	MAIN	100	100	0	0
106039	10000	10000	Item	70000	Side Panel	PCS	OTW	400	200	200	0
106038	20000	10000	Item	80216-T	Ethernet Cable	PCS	MAIN	100	0	0	100

Get Purchase Lines Fields

- **Document No.**
 - Purchase Order Document No.
- **Line No.**
 - Purchase Order Line No.
- **Buy-from Vendor No.**
 - Purchase Order Buy-from Vendor No.
- **Type**
 - Purchase Order Line Type
- **No.**
 - Purchase Order Line No.
- **Description**
 - Purchase Order Line Description
- **Unit of Measure Code**
 - Purchase Order Line Unit of Measure
- **Location Code**
 - Location Code assigned to the Purchase Order Line
- **Quantity**
 - Purchase Order Quantity
- **Qty. to put on Container**
 - Available Quantity which will be added to the Container. You can adjust this qty once the container line is created.
- **Purchase Qty. Received**
 - Purchase Order Line Qty. Received

- **Qty. Assigned to Containers**

- The Qty. that has already been added to any container.

2) Select purchase lines that should be included in this container based on the shipping document then click on **OK**. This feature allows user to put Items purchased from different vendors into one Container Document.

Get Purchase Lines 🔍 ✕

Document No. ↓	Line No.	Buy-from Vendor No.	Type	No.	Description	Unit of Measure Code	Location Code	Quantity	Qty. to put on Container	Purchase Qty. Received	Qty. Assigned to Containers
106059	20000	10000	Item	1001	Touring Bicycle	PCS	MAIN	200	200	0	0
106059	10000	10000	Item	1000	Bicycle	PCS	MAIN	100	100	0	0
106058	20000	10000	Item	1001	Touring Bicycle	PCS	MAIN	200	200	0	0

3) The purchase lines have been imported into the Container Document Line.

Container ✎ 📄 + 🗑️

CON000001

📄 Process Departure
📄 Process Arrival
📄 Process Final Location
📄 Landed Cost Allocation
Automate
Fewer options

General Show more

Container No.	US20111111-01	Departure Information	
House Bill of Lading No.	BOL123456	Date of Departure	<input type="text"/>
Posting Date	4/8/2024	On the Water/Air Location Code	OTW
Vessel Information		Arrival Information	
Voyage ID		Estimated Receipt Date	<input type="text"/>
		Final Destination Location Code	MAIN

Lines | Manage | Line | Get Container Lines 🔍 📄

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
→ -	Purchase	106059	Item	1001	Touring Bicycle	PCS	200	200
	Purchase	106059	Item	1000	Bicycle	PCS	100	100

* Before adding a purchase document to a container line, you will need to set up item tracking for that document. This ensures that tracking information can be added to the container line and processed correctly. Please refer to the Serial/Lot Controlled Item Lines section of this manual for instructions on how to add item tracking for to the Container Line.

Processing Departure

1. Enter the **Posting Date** based on vendors' shipping document and click on **Process Departure**. The purchase document will be posted receive using the **Posting Date** on the Container Document.

Container



CON000001

Process Departure | Process Arrival | Process Final Location | Landed Cost Allocation | Automate | Fewer options

General Show more

Container No.	US20111111-01	Departure Information	Date of Departure	<input type="text"/>
House Bill of Lading No.	BOL123456	On the Water/Air Location Code	OTW	<input type="text"/>
Posting Date	4/10/2024	Arrival Information	Estimated Receipt Date	<input type="text"/>
Vessel Information		Final Destination Location Code	MAIN	<input type="text"/>
Voyage ID	<input type="text"/>			

Lines | Manage | Line | Get Container Lines Show more

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
→ -	Purchase	106059	Item	1001	Touring Bicycle	PCS	200	200
	Purchase	106059	Item	1000	Bicycle	PCS	100	100

2. Click on **Yes** to post receive for **all** the quantities on purchase order lines for this Container Document.

? Do you want to process the departure of the container?

3. The **Container Status** will be changed to **Departed** and the **Qty. to Receive** will be 0.

Container



CON000001

Process Departure | **Process Arrival** | Process Final Location | Landed Cost Allocation | Automate | Fewer options

General Show more

Container No.	US20111111-01	Departure Information	Date of Departure	<input type="text"/>
House Bill of Lading No.	BOL123456	On the Water/Air Location Code	OTW	<input type="text"/>
Posting Date	4/10/2024	Arrival Information	Estimated Receipt Date	<input type="text"/>
Vessel Information		Final Destination Location Code	MAIN	<input type="text"/>
Voyage ID	<input type="text"/>			

Lines | Manage | Line | Get Container Lines Show more

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
→ Departed	Purchase	106059	Item	1001	Touring Bicycle	PCS	200	0
Departed	Purchase	106059	Item	1000	Bicycle	PCS	100	0

4. On the right side FactBox of the Container Document, user can view the **Purchase Receipt Information** section

to know the posted purchase receive information.

CON000001

Process Departure | Process Arrival | Process Final Location | Landed Cost Allocation | Automate | Fewer options

General Show more

Container No. : US20111111-01
 House Bill of Lading No. : BOL123456
 Posting Date : 4/10/2024

Departure Information
 Date of Departure :
 On the Water/Air Location Code : OTW

Arrival Information
 Estimated Receipt Date :
 Final Destination Location Code : MAIN

Container Information
 Est. Landed Cost : 0.00
 Posted Landed Cost : 0.00
 Total Est. Purch. Cost : 400,000.00
 Est. Total Container ... : 400,000.00

Container Detail
 Container Line Status : Departed
 Document Type : Order
 Document No. : 106059
 Document Line No. : 20000
 Line Cost : 300,000.00

Purchase Receipt Information
 Purch. Rcpt. No. : 107217
 Purch. Rcpt. Line No. : 20000
 Purchase Qty. Received : 200

Transfer Information
 Transfer Shipment ...

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
Departed	Purchase	106059	Item	1001	Touring Bicycle	PCS	200	0
Departed	Purchase	106059	Item	1000	Bicycle	PCS	100	0

- Click on the **Purchase Qty. Received** on the Container Document to view the posted purchase document for each item.

CON000001

Process Departure | Process Arrival | Process Final Location | Landed Cost Allocation | Automate | Fewer options

General Show more

Container No. : US20111111-01
 House Bill of Lading No. : BOL123456
 Posting Date : 4/10/2024

Departure Information
 Date of Departure :
 On the Water/Air Location Code : OTW

Arrival Information
 Estimated Receipt Date :
 Final Destination Location Code : MAIN

Container Information
 Est. Landed Cost : 0.00
 Posted Landed Cost : 0.00
 Total Est. Purch. Cost : 400,000.00
 Est. Total Container ... : 400,000.00

Container Detail
 Container Line Status : Departed
 Document Type : Order
 Document No. : 106059
 Document Line No. : 20000
 Line Cost : 300,000.00

Purchase Receipt Information
 Purch. Rcpt. No. : 107217
 Purch. Rcpt. Line No. : 20000
 Purchase Qty. Received : 200

Transfer Information
 Transfer Shipment ...

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
Departed	Purchase	106059	Item	1001	Touring Bicycle	PCS	200	0
Departed	Purchase	106059	Item	1000	Bicycle	PCS	100	0

← Posted Purchase Receipt Lines 🔍 📄 🔗

🔍 | 📄 | 🔄 Show Document | 📏 Dimensions | 📦 Item Tracking Lines | More options | 📄 | 🔍 | ☰

Document No.	Buy-from Vendor No.	No.	Description	Location Code	Quantity	Unit of Measure Cod
107217	10000	1001	Touring Bicycle	OTW	200	PCS

- On the posted purchase receipt, the user can see the **Posting Date** and are the same as Container Document. The **Container Doc. No.**, **Container No.**, and **House Bill of Lading No.** from the Container will shown on the posted purchase document.

Posted Purchase Receipt



✓ Saved

107217 · London Postmaster

[Home](#) | [Receipt](#) | Automate ▾ | Fewer options

Print... Find entries...

General Show more

No.	107217	No. Printed	0
Buy-from Vendor No.	10000	Posting Date	4/10/2024
Buy-from Contact No.	CT000129	Document Date	4/10/2024
Buy-from		Requested Receipt Date	
Name	London Postmaster	Promised Receipt Date	
Address	10 North Lake Avenue	Quote No.	
Address 2		Order No.	106059
City	Atlanta	Vendor Order No.	
Buy-from State	GA	Vendor Shipment No.	TEST13ERS
ZIP Code	31772	Order Address Code	
Country/Region	US	Purchaser Code	RB
Contact	Mrs. Carol Philips	Responsibility Center	NEW YORK

Container Information

Container No.	US20111111-01	Container House Bill of Lading No.	BOL123456
Container Doc. No.	CON000001		

7. A transfer order will be automatically created from **On the Water/Air Location** to the **Final Destination Location**. The user can open the transfer order by clicking on **View Transfer Order Document** under Container Line menu.

Lines | Manage | Line | Get Container Lines

Purchases ▾ | Transfers ▾ | Source Item Tracking Lines | Container Item Tracking

→	Departed	View Transfer Order Document	Item	1001	Touring Bicycle	PCS	200	0
	Departed		Purchase	106059	Bicycle	PCS	100	0

8. Click on **Show Document** to open the transfer order.

Transfer Lines

| **Show Document** | Automate ▾ | Fewer options

Document No. ↑	Item No.	Description	Shipment Date	Qty. in Transit	Outstanding Quantity	Unit of Measure
<u>1011</u>	: 1001	Touring Bicycle	4/10/2024	0	200	Piece

The **Transfer-from Code** will be **On the Water/Air Location Code** on the Container Document and the **Transfer-to Code** will be the **Final Destination Location Code** on the Container Document. The transfer order will remain open until user processes to the next status. *Note that the **Container Doc. No., Container No., and Bill of Lading No.** are displayed on the Transfer Order.

Transfer Order
1011

Home Prepare Print/Send Order Actions Related Reports Automate Fewer options

Post... Create Whse. Shipment Release Create Whse. Receipt Create Inventory Put-away/Pick...

General Show less

Transfer-from Code: OTW
 Transfer-to Code: MAIN
 Direct Transfer:
 In-Transit Code: OWN LOG.
 Posting Date: 4/10/2024

Department Code:
 Project Code:
 Assigned User ID:
 Status: Open

Container Information

Container Doc. No.: CON000001
 Bill of Lading No.: BOL123456
 Container No.: US20111111-01

Update Departure Date and Estimated Arrival Date

When confirming the vessel departure progress, user can update the **Date of Departure** and the **Expected Date of Arrival** on the Container Document.

CON000001

Process Departure Process Arrival Process Final Location Landed Cost Allocation Automate Fewer options

General Show less

Container No.: US20111111-01
 House Bill of Lading No.: BOL123456
 IncoTerms Code:
 Customs Entry No.:
 Posting Date: 4/10/2024
 Document Date: 4/8/2024
 Created By: DARWIN
 Modified By: DARWIN
 Modified On: 5/9/2024 4:18 PM

Vessel Information

Shipping Line:
 Vessel Name:
 Voyage ID:
 Departure Information
 Port of Departure:
 Port of Departure Name:
 Date of Departure: 5/10/2024
 On the Water/Air Location Code: OTW

Arrival Information

Port of Arrival:
 Port of Arrival Name:
 Expected Date of Arrival: 5/14/2024
 Inbound Transit Leadtime: 1W
 Estimated Receipt Date: 5/21/2024
 Final Destination Location Code: MAIN

Undo Departure

This can only be performed when a Container line is in the Departer Line Status.

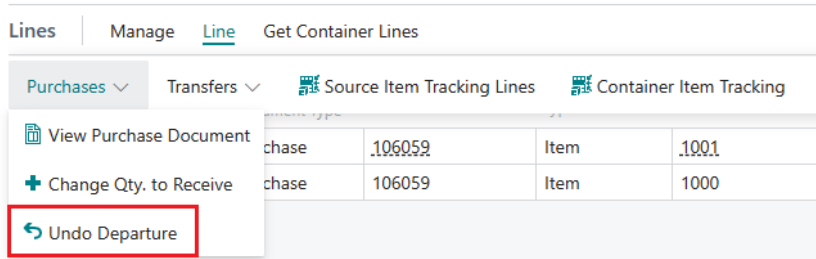
***As of version 1.6.2**, this action is only allowed for Items that are **not** Lot or Serial Controlled. This will be available with a future release.

1. Select the Container Line that needs to be undone.

Lines Manage Line Get Container Lines

Container Line Status	Source Document Type	Source No.	Type	No.
→ Departed	Purchase	106059	Item	1001
Departed	Purchase	106059	Item	1000

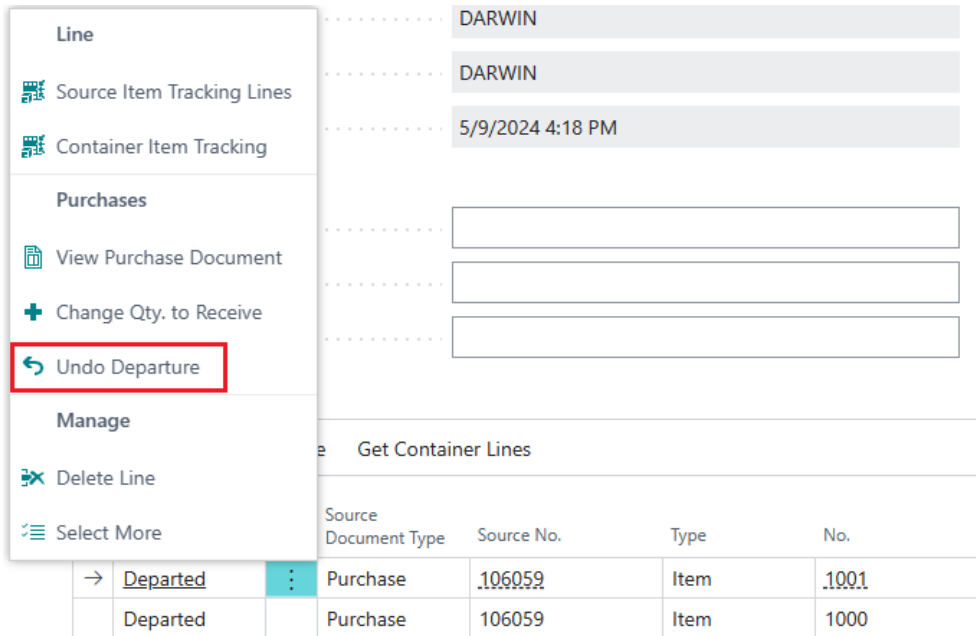
- Click the **Line** action and select **Purchases**>>**Undo Departure**



The screenshot shows a dropdown menu for the 'Line' action. The menu is open, showing options: 'View Purchase Document', '+ Change Qty. to Receive', and 'Undo Departure'. The 'Undo Departure' option is highlighted with a red box. In the background, a table shows purchase lines with columns for Document Type, Source No., Type, and No.

Document Type	Source No.	Type	No.
Purchase	.106059	Item	.1001
Purchase	106059	Item	1000

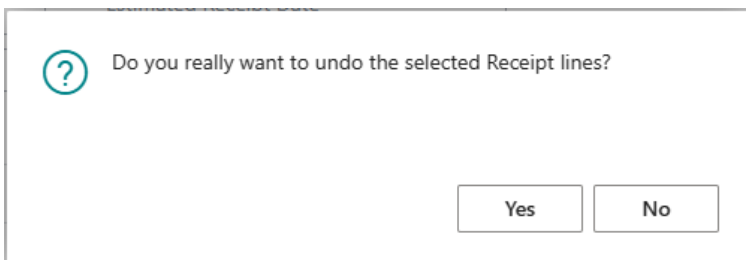
You are also able to click on the **Show More** button on Container Line to click on **Undo Departure**



The screenshot shows a dropdown menu for the 'Line' action. The menu is open, showing options: 'Source Item Tracking Lines', 'Container Item Tracking', 'Purchases', 'View Purchase Document', '+ Change Qty. to Receive', 'Undo Departure', 'Manage', 'Delete Line', and 'Select More'. The 'Undo Departure' option is highlighted with a red box. In the background, a table shows purchase lines with columns for Document Type, Source No., Type, and No.

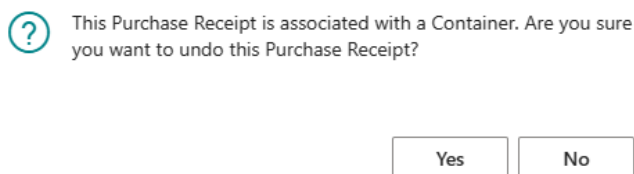
Document Type	Source No.	Type	No.
Departed	.106059	Item	.1001
Departed	106059	Item	1000

- Click Yes



A confirmation dialog box with a question mark icon and the text: "Do you really want to undo the selected Receipt lines?". Below the text are two buttons: "Yes" and "No".

- Click Yes



A confirmation dialog box with a question mark icon and the text: "This Purchase Receipt is associated with a Container. Are you sure you want to undo this Purchase Receipt?". Below the text are two buttons: "Yes" and "No".

- The Container Line Status will now be reset back to the blank, pre-Departure status and the Qty. to Receive will

be reset to the original Qty.

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
-	Purchase	106059	Item	1001	Touring Bicycle	PCS	200	200
Departed	Purchase	106059	Item	1000	Bicycle	PCS	100	0

You will see that the **Purchase Receipt Information** for that line will update from this:

Container Detail

Container Line Status	Departed
Document Type	Order
Document No.	106050
Document Line No.	20000
Line Cost	45,000.00

Purchase Receipt Information

Purch. Rcpt. No.	107282
Purch. Rcpt. Line No.	20000
Purchase Qty. Received	100

Transfer Information

Transfer Shipment

to this:

Container Detail

Container Line Status	
Document Type	Order
Document No.	106050
Document Line No.	20000
Line Cost	45,000.00

Purchase Receipt Information

Purch. Rcpt. No.	
Purch. Rcpt. Line No.	
Purchase Qty. Received	-

Transfer Information

This will also disable the **Process Arrival** and re-enable the **Process Departure** actions at the top of the Container Card:

Container

CON000001



Process Departure
Process Arrival
Process Final Location
Landed Cost Allocation
Automate
Fewer options

General Show more

Container No.	US20111111-01	Departure Information	
House Bill of Lading No.	BOL123456	Date of Departure	5/10/2024
Posting Date	4/10/2024	On the Water/Air Location Code	OTW
Vessel Information		Arrival Information	
Voyage ID		Estimated Receipt Date	5/21/2024
		Final Destination Location Code	MAIN

Lines
Manage
Line
Get Container Lines

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
→ -	Purchase	106059	Item	1001	Touring Bicycle	PCS	200	200
Departed	Purchase	106059	Item	1000	Bicycle	PCS	100	0

6. You can now adjust the Container Qty. as needed:

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
→ -	Purchase	106059	Item	1001	Touring Bicycle	PCS	50	50
Departed	Purchase	106059	Item	1000	Bicycle	PCS	100	0

7. When ready, click **Process Departure** to reprocess any line not in the Departed status

8. The Container Line will now show as **Departed** and the **Purchase Receipt Information** will be updated with the new receipt information:

Container Detail

Container Line Status Departed
 Document Type Order
 Document No. 106059
 Document Line No. 20000
 Line Cost 300,000.00

Purchase Receipt Information	
Purch. Rcpt. No.	107218
Purch. Rcpt. Line No.	20000
Purchase Qty. Received	50

Transfer Information

Transfer Shipment ...
 Transfer Shipment L...





Process Arrival





1. Before the vessel arrives, user can update the **Expected Date of Arrival** on the Container Document.

NOTE: If the **On the Water/Air Location Code** is used in this Container Document, this is the last chance user can update the Final Destination Location Code.






If the **Inbound Transmit Leadtime** is maintained, the **Estimated Receipt Date** will be auto updated based on the expected arrival date and the lead time.

Container
CON000001





 Process Departure
  **Process Arrival**
 Process Final Location
  Landed Cost Allocation
 Automate ▼ Fewer options





General Show less

<p>Container No. US20111111-01</p> <p>House Bill of Lading No. BOL123456</p> <p>IncoTerms Code ▼</p> <p>Customs Entry No.</p> <p>Posting Date 4/10/2024 </p> <p>Document Date 4/8/2024 </p> <p>Created By DARWIN</p> <p>Modified By DARWIN</p> <p>Modified On 5/9/2024 4:18 PM</p> <p>Vessel Information</p> <p>Shipping Line</p> <p>Vessel Name</p> <p>Voyage ID</p>	<p>Departure Information</p> <p>Port of Departure ▼</p> <p>Port of Departure Name -</p> <p>Date of Departure 5/10/2024 </p> <p>On the Water/Air Location Code OTW</p> <p>Arrival Information</p> <p>Port of Arrival ▼</p> <p>Port of Arrival Name -</p> <p>Expected Date of Arrival 5/14/2024 </p> <p>Inbound Transit Leadtime 1W</p> <p>Estimated Receipt Date 5/21/2024 </p> <p>Final Destination Location Code MAIN ▼</p>
---	--






2. When vessel arrived, update the **Posting Date** on the Container Document, and click on **Process Arrival**.

Container
CON000001







 Process Departure
  **Process Arrival**
 Process Final Location
  Landed Cost Allocation
 Automate ▼ Fewer options

General Show less





<p>Container No. US20111111-01</p> <p>House Bill of Lading No. BOL123456</p> <p>IncoTerms Code ▼</p> <p>Customs Entry No.</p> <p>Posting Date 5/8/2024 </p> <p>Document Date 4/8/2024 </p> <p>Created By DARWIN</p> <p>Modified By DARWIN</p> <p>Modified On 5/9/2024 4:56 PM</p> <p>Vessel Information</p> <p>Shipping Line</p> <p>Vessel Name</p> <p>Voyage ID</p>	<p>Departure Information</p> <p>Port of Departure ▼</p> <p>Port of Departure Name -</p> <p>Date of Departure 5/10/2024 </p> <p>On the Water/Air Location Code OTW</p> <p>Arrival Information</p> <p>Port of Arrival ▼</p> <p>Port of Arrival Name -</p> <p>Expected Date of Arrival 5/14/2024 </p> <p>Inbound Transit Leadtime 1W</p> <p>Estimated Receipt Date 5/21/2024 </p> <p>Final Destination Location Code MAIN ▼</p>
--	--

Click on **Yes** to proceed the Arrival process.





 Do you want to process the arrival of the container?

Yes
No

3. Once the Arrival process is complete, the Container Status and Container Line Status fields will be set to **Arrived**.



Container    

CON000001

 Process Departure
 Process Arrival
 Process Final Location
 Landed Cost Allocation
Automate v
Fewer options

General Show less

<p>Container No. <input type="text" value="US20111111-01"/></p> <p>House Bill of Lading No. <input type="text" value="BOL123456"/></p> <p>IncoTerms Code <input type="text" value=""/></p> <p>Customs Entry No. <input type="text" value=""/></p> <p>Posting Date <input style="font-size: 0.8em; border: 1px solid #ccc; width: 100%;" type="text" value="5/8/2024"/></p> <p>Document Date <input style="font-size: 0.8em; border: 1px solid #ccc; width: 100%;" type="text" value="4/8/2024"/></p> <p>Created By <input type="text" value="DARWIN"/></p> <p>Modified By <input type="text" value="DARWIN"/></p> <p>Modified On <input style="font-size: 0.8em; border: 1px solid #ccc; width: 100%;" type="text" value="5/9/2024 4:57 PM"/></p> <p>Vessel Information</p> <p>Shipping Line <input type="text" value=""/></p> <p>Vessel Name <input type="text" value=""/></p> <p>Voyage ID <input type="text" value=""/></p>	<p>Departure Information</p> <p>Port of Departure <input type="text" value=""/></p> <p>Port of Departure Name <input type="text" value="-"/></p> <p>Date of Departure <input style="font-size: 0.8em; border: 1px solid #ccc; width: 100%;" type="text" value="5/10/2024"/></p> <p>On the Water/Air Location Code <input type="text" value="OTW"/></p> <p>Arrival Information</p> <p>Port of Arrival <input type="text" value=""/></p> <p>Port of Arrival Name <input type="text" value="-"/></p> <p>Expected Date of Arrival <input style="font-size: 0.8em; border: 1px solid #ccc; width: 100%;" type="text" value="5/14/2024"/></p> <p>Inbound Transit Leadtime <input type="text" value="1W"/></p> <p>Estimated Receipt Date <input style="font-size: 0.8em; border: 1px solid #ccc; width: 100%;" type="text" value="5/21/2024"/></p> <p>Final Destination Location Code <input type="text" value="MAIN"/></p>
---	--

Lines Manage Line Get Container Lines  

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
Arrived	Purchase	106059	Item	1001	Touring Bicycle	PCS	50	0
Arrived	Purchase	106059	Item	1000	Bicycle	PCS	100	0

Additionally, the associated transfer order for this Container Document will have a Transfer Shipment posted using the **Posting Date** on the Container Document. This will move the inventory from **On the Water/Air Location** to the **In-Transit Location**. User can view the posted transfer shipment info on the Container Document FactBox.

Container Detail

Container Line Status	Arrived
Document Type	Order
Document No.	106059
Document Line No.	20000
Line Cost	300,000.00

Purchase Receipt Information

Purch. Rcpt. No.	107218
Purch. Rcpt. Line No.	20000
Purchase Qty. Received	50

Transfer Information

Transfer Shipment ...	108006
Transfer Shipment L...	10000

*The **Posting Date** of the Posted Transfer Shipment will be the same as the Posting Date on the Container Document that the user updated **prior** to clicking on the **Process Arrival**.

Process Final Destination

1. When Container finished custom clearance at the port, user can update the **Posting Date** on the Container Document and click on **Process Final Location**.

Container ✎ ↶ + ✖

CON000001

📄 Process Departure
📄 Process Arrival
📄 Process Final Location
📄 Landed Cost Allocation
Automate ▾
Fewer options

General Show less

<p>Container No. US20111111-01</p> <p>House Bill of Lading No. BOL123456</p> <p>IncoTerms Code ▾</p> <p>Customs Entry No.</p> <p style="border: 1px solid red; padding: 2px;">Posting Date 5/20/2024 📅</p> <p>Document Date 4/8/2024 📅</p> <p>Created By DARWIN</p> <p>Modified By DARWIN</p> <p>Modified On 5/9/2024 4:57 PM</p> <p>Vessel Information</p> <p>Shipping Line</p> <p>Vessel Name</p> <p>Voyage ID</p>	<p>Departure Information</p> <p>Port of Departure ▾</p> <p>Port of Departure Name -</p> <p>Date of Departure 5/10/2024 📅</p> <p>On the Water/Air Location Code OTW</p> <p>Arrival Information</p> <p>Port of Arrival ▾</p> <p>Port of Arrival Name -</p> <p>Expected Date of Arrival 5/14/2024 📅</p> <p>Inbound Transit Leadtime 1W</p> <p>Estimated Receipt Date 5/21/2024 📅</p> <p>Final Destination Location Code MAIN</p>
---	---

Click on **Yes** to proceed the Post Container Document process.

🔍 Do you want to post the container?

Yes
No

- You will see a message alerting you to the Posted Container No. created during the Arrival process.



- The associated transfer order for this Container Document will have a Transfer Receipt posted using the **Posting Date** on the Container Document. The inventory will be moved from the **In-Transit Location** to the **Final Destination Location**.
- The Container Document will be deleted if fully processed and a Posted Container Document will be created.

Posted Container ✎ ↗ + 🗑

PCON000001

[Landed Cost Allocation](#) | [History](#) | Automate ▾ | Fewer options

General Show more

<p>No. PCON000001</p> <p>Container No. US20111111-01</p> <p>Container Doc. No. CON000001</p> <p>House Bill of Lading No. BOL123456</p> <p>Posting Date 5/20/2024</p>	<p>Departure Information</p> <p>Date of Departure 5/10/2024</p> <p>On the Water Location Code OTW</p> <p>Arrival Information</p> <p>Expected Receipt Date 5/21/2024</p> <p>Location Code MAIN</p>
---	---

Lines | [Item Tracking Lines](#) ↗ 🗑

Source No.	No.	Description	Unit of Measure Code	Qty. on Container	Purchase Qty. Received	Purch. Rcpt. No.
→ 106059	1001	Touring Bicycle	PCS	50	50	107217
106059	1000	Bicycle	PCS	100	100	107217

- You can view any posted document associated with this Container by clicking on the **History** action and selecting the documents you want to view.

Posted Container ✎ ↗

PCON000001

[Landed Cost Allocation](#) | [History](#) | Automate ▾ | Fewer options

[View Purchase Receipts](#) | [View Transfer Shipments](#) | [View Transfer Receipts](#) | [View Item Ledger Entries](#)


No. PCON000001 **Departure Information**

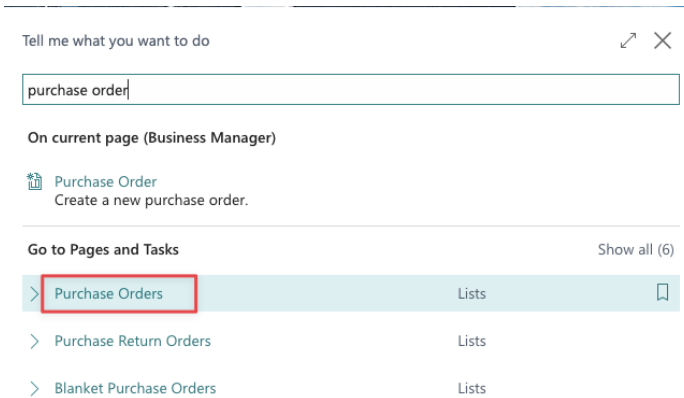
User Guide (WITHOUT On the Water Location)

If the company does not want to track the quantity on the water, the container app can still be used to combine the purchase lines into one container document.

Here are the main steps to follow when processing containers without using the OTW location:


Setting up purchase order

1. Choose the  icon and enter "Purchase Orders" to open the purchase order list page.




Tell me what you want to do ↗ ✕

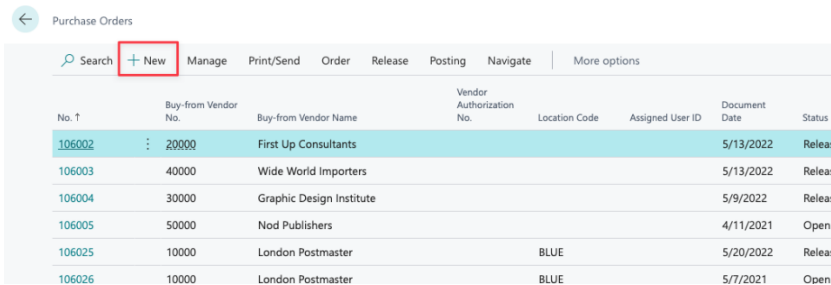
On current page (Business Manager)

 Purchase Order
Create a new purchase order.

Go to Pages and Tasks Show all (6)

- > **Purchase Orders** Lists 
- > Purchase Return Orders Lists
- > Blanket Purchase Orders Lists

2. Click on **New** to create a new purchase order.




Purchase Orders

Search **+ New** Manage Print/Send Order Release Posting Navigate More options

No. ↑	Buy-from Vendor No.	Buy-from Vendor Name	Vendor Authorization No.	Location Code	Assigned User ID	Document Date	Status
106002	20000	First Up Consultants				5/13/2022	Releas
106003	40000	Wide World Importers				5/13/2022	Releas
106004	30000	Graphic Design Institute				5/9/2022	Releas
106005	50000	Nod Publishers				4/11/2021	Open
106025	10000	London Postmaster		BLUE		5/20/2022	Releas
106026	10000	London Postmaster		BLUE		5/7/2021	Open

3. Select **Vendor Name** and enter **Items** to be purchased. Assign location code based on the Final Destination Location Code

Create a Container Document

1. Choose the  icon and enter "Container" to open the **Containers** list page.
2. Click on **New** to create a new Container document.
3. Enter **Container No.** and **House Bill of Lading No.** of the shipment. Assign the **Final Destination Location Code** for the shipment. Also, be sure that the **On the Water/Air Location Code** is **blank**.

Container



CON000053

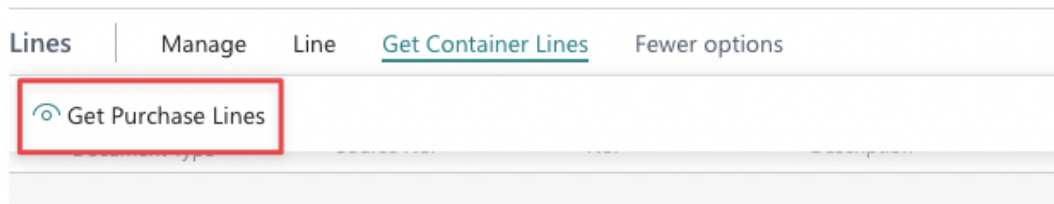
[Process Departure](#) |
 [Process Arrival](#) |
 [Process Final Location](#) |
 [Landed Cost Allocation](#) |
 Automate ▼ |
 Fewer options

General Show less

Container No.	CTN012345679	Departure Information
House Bill of Lading No.	BOL9876543	Port of Departure
IncoTerms Code		Port of Departure Name
Customs Entry No.		Date of Departure
Posting Date	2/7/2024	On the Water/Air Location Code
Document Date	2/7/2024	Arrival Information
Created By	DARWIN	Port of Arrival
Modified By	DARWIN	Port of Arrival Name
Modified On	5/8/2024 11:10 AM	Expected Date of Arrival
Vessel Information		Inbound Transit Leadtime
Shipping Line		Estimated Receipt Date
Vessel Name		Final Destination Location Code
Voyage ID		MAIN

Get Purchase Lines from PO to match BOL

1. On the Container Line, click on **Get Container Lines** menu and click on **Get Purchase Lines** to open purchase lines that will go to the **Final Destination Location Code**. This list will display purchase lines for this location that have not been assigned to any Container Documents.



Get Purchase Lines 🔍 ▼

Document No. ↓	Line No.	Buy-from Vendor No.	Type	No.	Description	Unit of Measure Code	Location Code	Quantity
106073	30000	10000	Item	1001	Touring Bicycle	PCS	MAIN	300
106073	20000	10000	Item	1896-S	ATHENS Desk	PCS	MAIN	200
106073	10000	10000	Item	1000	Bicycle	PCS	MAIN	100
106063	10000	10000	Item	1972-S	MUNICH Swivel Chair, yellow	PCS	MAIN	12

2. Select purchase lines that should be included in this container based on the shipping document then click on **OK**. This feature allows user to put Items purchased from different vendors into one Container Document.
3. The purchase lines have been imported into the Container Document Line.

Container

CON000053

 Process Departure
  Process Arrival
  Process Final Location
  Landed Cost Allocation
 Automate ▼ Fewer options

General Show more

Container No.	<input type="text" value="CTN012345679"/>	Departure Information
House Bill of Lading No.	<input type="text" value="BOL9876543"/>	Date of Departure
Posting Date	<input type="text" value="2/7/2024"/>	On the Water/Air Location Code
Vessel Information		Arrival Information
Voyage ID	<input type="text"/>	Estimated Receipt Date
		Final Destination Location Code

Lines | Manage | Line | Get Container Lines 🔗 📄

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
→ -	Purchase	106073	Item	1001	Touring Bicycle	PCS	300	300
	Purchase	106073	Item	1896-S	ATHENS Desk	PCS	200	200
	Purchase	106073	Item	1000	Bicycle	PCS	100	100

* Before adding a purchase document to a container line, you will need to set up item tracking for that document. This ensures that tracking information can be added to the container line and processed correctly. Please refer to the Serial/Lot Controlled Item Lines section of this manual for instructions on how to add item tracking for to the Container Line.

Processing Departure

1. Enter the **Posting Date** based on vendors' shipping document and click on **Process Departure**. The purchase document will be posted as received using the **Posting Date** on the Container Document.

Container

CON000053

 Process Departure
  Process Arrival
  Process Final Location
  Landed Cost Allocation
 Automate ▼ Fewer options

General

Container No.	<input type="text" value="CTN012345679"/>	Departure Information
House Bill of Lading No.	<input type="text" value="BOL9876543"/>	Date of Departure
Posting Date	<input type="text" value="2/7/2024"/>	On the Water/Air Location Code
Vessel Information		Arrival Information
Voyage ID	<input type="text"/>	Estimated Receipt Date
		Final Destination Location Code

2. Click on **Yes** to indicate the container has departed its port of departure.

?
Do you want to process the departure of the container?

Yes

No

3. The **Container Status** will be changed to **Departed** on the container lines.

Container
CON000053

Process Departure
 Process Arrival
 Process Final Location
 Landed Cost Allocation

Automate v Fewer options

General Show more

Container No.

House Bill of Lading No.

Posting Date

Vessel Information

Voyage ID

Departure Information

Date of Departure

On the Water/Air Location Code

Arrival Information

Estimated Receipt Date

Final Destination Location Code

Lines | Manage | Line | Get Container Lines

Container Line Status	:	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container	Qty. to Receive
→ Departed	:	Purchase	106073	Item	1001	Touring Bicycle	PCS	300	300
Departed	:	Purchase	106073	Item	1896-S	ATHENS Desk	PCS	200	200
Departed	:	Purchase	106073	Item	1000	Bicycle	PCS	100	100

Undo Departure

This can only be performed when a Container line is in the Departer Line Status.

1. Select the Container Line that needs to be undone.

Lines | Manage | Line | Get Container Lines

Container Line Status	:	Source Document Type	Source No.	Type	No.	
Departed	:	Purchase	106025	Item	1896-S	/
→ Departed	:	Purchase	106034	Item	1110	F
Departed	:	Purchase	106038	Item	80216-T	E
Departed	:	Purchase	106041	Item	80216-T	E

2. Click the **Line** action and select **Purchases** > **Undo Departure**

[Lines](#) | [Manage](#) | [Line](#) | [Get Container Lines](#)

[Purchases](#) ▾ | [Transfers](#) ▾ | [Source Item Tracking](#)

- View Purchase Document
- Change Qty. to Receive
- Undo Departure**

Document Type	Source No.
Purchase	106073
Purchase	106073
Purchase	106073

You are also able to click on the **Show More** button on Container Line to click on **Undo Departure**

Line	BOL9876543
Source Item Tracking Lines	2/7/2024
Container Item Tracking	
Purchases	
View Purchase Document		
Change Qty. to Receive		
Undo Departure		
Manage		Get Container Lines
Delete Line		
Select More		
→ <u>Departed</u>		
Departed		

Source Document Type	Source No.
Purchase	106073
Purchase	106073
Purchase	106073

3. The Container Line Status will now be reset back to the blank, pre-Departure status for the line selected.

[Lines](#) | [Manage](#) | [Line](#) | [Get Container Lines](#)

Container Line Status	Source Document Type	Source No.	Type	No.	Description
→ Departed	Purchase	106073	Item	1001	Touring Bicycle
	Purchase	106073	Item	1896-S	ATHENS Desk
Departed	Purchase	106073	Item	1000	Bicycle

This will also disable the **Process Arrival** and re-enable the **Process Departure** actions at the top of the

Container Card:

Container



CON000053

Process Departure
 Process Arrival
 Process Final Location
 Landed Cost /

Lines | Manage Line | Get Container Lines

Container Line Status	Source Document Type	Source No.	Type	No.	De.
→ <u>Departed</u>	Purchase	106073	Item	1001	To
	Purchase	106073	Item	1896-S	AT
Departed	Purchase	106073	Item	1000	Bic

- When ready, click **Process Departure** to reprocess any line not in the Departed status.

Process Arrival

- Before the vessel arrives, the user can update the **Expected Date of Arrival** on the Container Document. If the **Inbound Transit Leadtime** is maintained, the **Estimated Receipt Date** will be auto updated based on the expected arrival date and the lead time.

Departure Information

Port of Departure

Port of Departure Name

Date of Departure

On the Water/Air Location Code

Arrival Information

Port of Arrival

Port of Arrival Name

Expected Date of Arrival 5/2/2024

Inbound Transit Leadtime 1W





Estimated Receipt Date 5/9/2024

Final Destination Location Code MAIN

- When the shipping vessel arrives, update the **Posting Date** on the Container Document, and click on **Process Arrival**.

Container


CON000053

 Process Departure |  **Process Arrival** |  Process Final Location |  Landed Cost Allocation

General

Container No.	CTN012345679
House Bill of Lading No.	BOL9876543
IncoTerms Code	<input type="text"/>
Customs Entry No.	<input type="text"/>
Posting Date	5/8/2024 
Document Date	2/7/2024 
Created By	DARWIN
Modified By	DARWIN
Modified On	5/8/2024 11:42 AM

Click on **Yes** to proceed with the Arrival process.

 Do you want to process the arrival of the container?

Adjusting Quantity

1. Before receiving the container into the final destination, user can update the quantity on the Container Document Line.
2. If the actual quantity is more than the purchase quantity, user can add quantity by clicking on specific item then select the **Line > Purchases > Change Qty. to Quantity.**

[Lines](#) | [Manage](#) | [Line](#) | [Get Container Lines](#)

[Purchases](#) ▾ | [Transfers](#) ▾ | Source Item Tracking Lines | Container Item Tracking

	View Purchase Document	Purchase	106073	Item	1001
	Change Qty. to Receive	Purchase	106073	Item	1896-S
Arrived		Purchase	106073	Item	1000

- A pop-window will display the purchase line information of the selected item. Enter the additional quantity in the **New Qty. to Receive** then click on **OK**.

Edit Qty. To Receive ↗ ✕

Container Doc No. CON000005

Source Document Type	Source No.	Source Type	Source Line No.	No.	Original Source Document Quantity	New Qty. to Receive
→ Purchase	: 106006	Order	20000	1929-W	2	2


If the quantity is greater the quantity ordered, a new purchase line will be added into the Container Document and the original Purchase Document addressing the additional quantity. If the quantity is less than the quantity ordered, then it will just update the Qty. to Receive on the purchase line

Process Final Destination



- When the container is received and accounted for, update the **Posting Date** on the Container Document and click on **Process Final Location**. Processing the final destination will post the purchase receipt or generate and post the Warehouse Receipt if Required Receive is enabled on the location card.

Container


CON000053

 Process Departure  Process Arrival  **Process Final Location**  Landed Cost Allocation

General

Container No.	CTN012345679
House Bill of Lading No.	BOL9876543
IncoTerms Code	<input type="text"/>
Customs Entry No.	<input type="text"/>
Posting Date	5/8/2024 
Document Date	2/7/2024 

Click on **Yes** to proceed the Post Container Document process.

 Do you want to post the container?

2. The Container Document will be deleted if fully processed. A Posted Container Document will be created.

Security Seals

Security seals on cargo containers, made of metal or plastic, deter tampering and theft during transit. They vary in forms like bolt, cable, or plastic seals, each with a unique tracking identifier. Containers usually have multiple seals, one on each door, ensuring thorough security and visible evidence of unauthorized access. These measures safeguard cargo and maintain accountability across the supply chain. The Freight Container Receiving Management app streamlines seal management by allowing input for up to six seals per container. These fields are located on the Container Card.

Security Seals

Show less

Security Seal 1	<input type="text"/>	Security Seal 4	<input type="text"/>
Security Seal 2	<input type="text"/>	Security Seal 5	<input type="text"/>
Security Seal 3	<input type="text"/>	Security Seal 6	<input type="text"/>

Serial/Lot Controlled Item Lines

In order to process serial or lot controlled items, you will need to add the tracking information for those items to the correlating container line.

To add the Serial or Lot numbers to your container line, please follow these steps:



1. Select the container line you want to add tracking information.

Lines | Manage | Line | Get Container Lines | Fewer options

Container Line Status	Source Document Type	Source No.	Type	No.	Description	Unit of Measure Code	Qty. on Container
	Purchase	106023	Item	1896-S	ATHENS Desk	PCS	10
	Purchase	106023	Item	1900-S	PARIS Guest Chair, black	PCS	20
→	⋮	Purchase	Item	1001	Serial Item	PCS	100
	Purchase	106023	Item	1000	Lot Item 1	PCS	100
	Purchase	106023	Item	1001	Serial Item	PCS	10

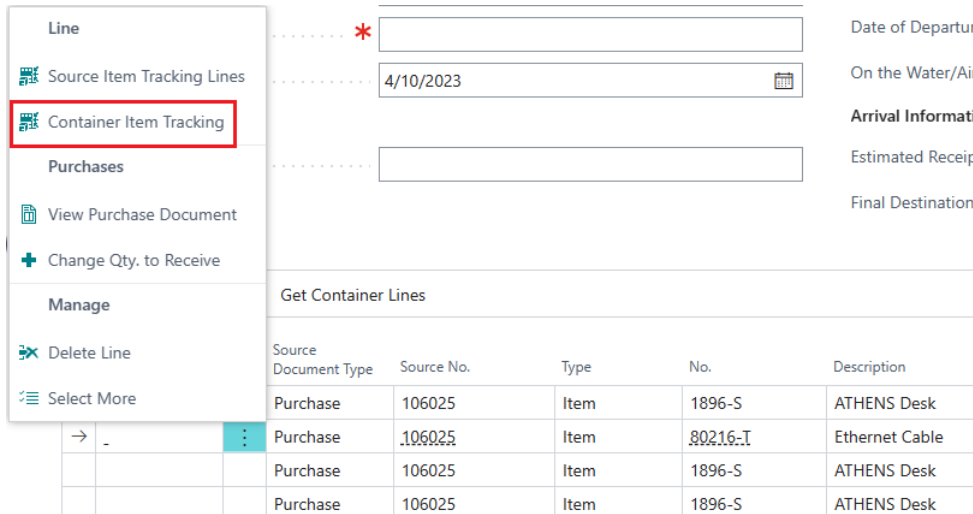
2. Click on the **Line** action button and then select **Container Item Tracking** from the dropdown menu to open the Container Tracking page.

Lines | Manage | Line | Get Container Lines

Purchases ▾ | Transfers ▾ | Source Item Tracking Lines  | **Container Item Tracking** 

		Purchase	106025	Item	1896-S	ATHENS Desk
→	⋮	Purchase	106025	Item	80216-T	Ethernet Cable
		Purchase	106025	Item	1896-S	ATHENS Desk
		Purchase	106025	Item	1896-S	ATHENS Desk

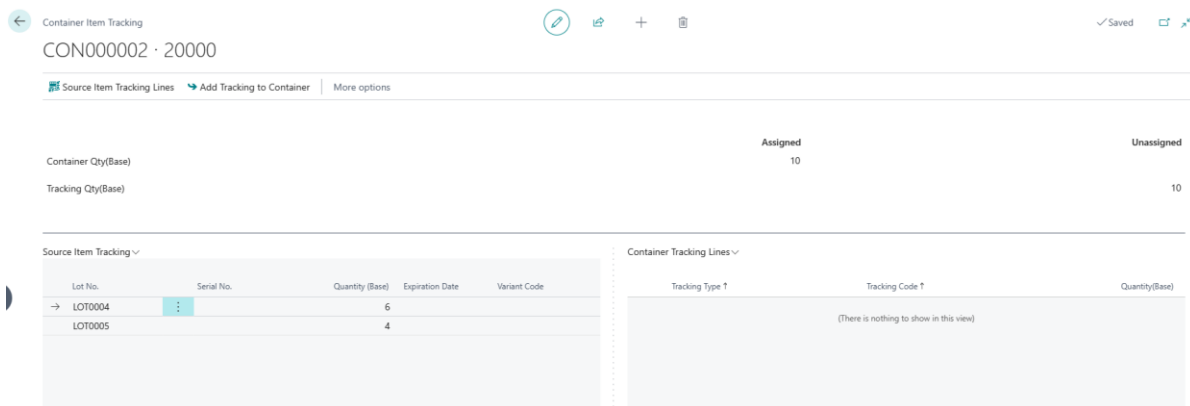
Alternatively, you can click on the **Show more actions** button on the Container line and select **Container Item Tracking**.



The 'Line' dropdown menu is open, showing options: Source Item Tracking Lines, Container Item Tracking (highlighted with a red box), Purchases, View Purchase Document, and Change Qty. to Receive. Below the menu is a table titled 'Get Container Lines' with the following data:

Source Document	Type	No.	Description
Purchase 106025	Item	1896-S	ATHENS Desk
Purchase 106025	Item	80216-I	Ethernet Cable
Purchase 106025	Item	1896-S	ATHENS Desk
Purchase 106025	Item	1896-S	ATHENS Desk

3. The Container Tracking Line will open, displaying the following fields: **Assigned Container Qty (Base)**, **Unassigned Container Qty (Base)**, **Assigned Tracking Qty (Base)**, and **Unassigned Tracking Qty (Base)**. Please note that tracking quantities are managed using the Base Unit of Measure quantities. Additionally, this page displays the Item Tracking for the source document in the **Source Item Tracking** list and the tracking lines to be processed in the **Container Tracking Lines** sections.



The 'Container Item Tracking' page for document CON000002 · 20000 shows the following summary:

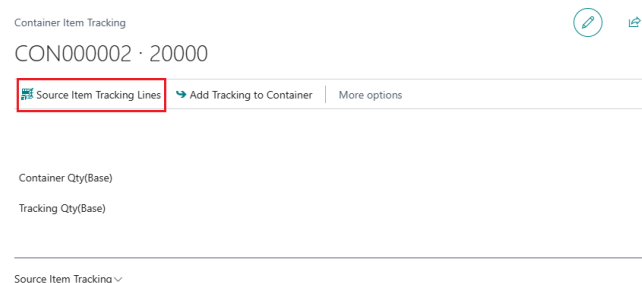
Field	Assigned	Unassigned
Container Qty(Base)	10	
Tracking Qty(Base)		10

The 'Source Item Tracking' section shows two records:

Lot No.	Serial No.	Quantity (Base)	Expiration Date	Variant Code
→ LOT0004		6		
→ LOT0005		4		

The 'Container Tracking Lines' section is currently empty, displaying '(There is nothing to show in this view)'.

4. If you do not see any records in the **Source Item Tracking** section, click on **Source Item Tracking** in the actions bar to open the Item Tracking Lines setup for the purchase line.



The 'Container Item Tracking' page for document CON000002 · 20000 shows the actions bar with 'Source Item Tracking Lines' highlighted with a red box. The summary table and 'Source Item Tracking' section are visible but empty.

5. Select the tracking lines in the **Source Item Tracking** section and click **Add Tracking to Container** in the actions bar to assign tracking to the container line. You can use the **Select more** feature to select more than one tracking line.

Container Item Tracking
 CON000002 · 20000

Source Item Tracking Lines | **Add Tracking to Container** | More options

Assigned: 10 | Unassigned: 10

Source Item Tracking					Container Tracking Lines		
Lot No.	Serial No.	Quantity (Base)	Expiration Date	Variant Code	Tracking Type †	Tracking Code †	Quantity(Base)
LOT0004		6			(There is nothing to show in this view)		
LOT0005		4					

6. The Container Tracking page will now be populated with either the serial or lot numbers you selected.

Container Item Tracking
 CON000002 · 20000

Source Item Tracking Lines | **Add Tracking to Container** | More options

Assigned: 10 | Unassigned: 10

Source Item Tracking					Container Tracking Lines		
Lot No.	Serial No.	Quantity (Base)	Expiration Date	Variant Code	Tracking Type †	Tracking Code †	Quantity(Base)
LOT0004		6			Lot	LOT0004	6
LOT0005		4			Lot	LOT0005	4

For Lot controlled items, you will need to update the **Quantity(Base)** field on the lines to match what is being shipped on the container. You will not need to do this for Serial controlled items.

If you have not added enough tracking quantity for the container line, you will be alerted that you have not added enough tracking quantity. Click "No" if you want to correct the issue. Click "Yes" if you will correct this later. You will not be allowed to leave the page if you have over-added tracking quantities.

You have added less quantity from the Item Tracking than is set to receive on the corresponding container line.

Are you sure you want to close this page?

Container Qty. to Receive(Base): 100
 Assigned Item Tracking Qty: 6

When you process the departure of the container, the added tracking information will be the serial or lot tracking used throughout the processing of the container.




Setting up Tariff and Duty







You can setup the app to calculate tariff and duty %. In order to do this, you need to make sure of the following



- The Tariff No. is specified on the item card
- The Country of Origin Code is specified on the item card


Setup Tariff and Duty %

1. Go to **Tariff Numbers**
2. Click on the line that you wish to update the Tariff/Duty % for
3. Click on **New > Tariff / Duty % Per Country of Origin**

Tariff Numbers ✓ Saved   

Search **New**  Edit List  Delete Automate  Fewer options   

+ New  Tariff / Duty % per Country of Origin 

→	9401 30 10		Swivel chairs, upholstered	<input type="checkbox"/>
	9401 71 00		Other chairs, upholstered	<input type="checkbox"/>
	9403 30 11		Desks	<input type="checkbox"/>
	9403 30 19		Other office furniture	<input type="checkbox"/>
	9403 30 91		Closets with door/drawers	<input type="checkbox"/>

4. Fill in the Tariff and Duty per country of origin




Starting Date – The starting date of the Tariff/Duty. Leave blank if not applicable.






Ending Date – The ending date of the Tariff/Duty. Leave blank if not applicable.


Country of Origin Code – The Country of Origin that the Tariff/Duty should be calculated for. If this is left blank, then items with blank country of origin will utilize this calculation.

Duty / Tariff % - The percentage of the Tariff / Duty

Duty / Tariff per Unit of Measure – This is the fixed amount per unit of item that you are receiving.

Tariff Duty Pct ✓ Saved   

Search **+ New**  Edit List  Delete   

	Starting Date ↑	Ending Date	Country of Origin Code ↑	Duty / Tariff %	Duty / Tariff per Unit of Measure
→	<input type="text"/>			6	0.00
			AT	10	0.00
			CN	25	0.01

Landed Cost Allocation

The user can record landed cost by clicking on the **Landed Cost Allocation** on the Container Document. The user can update and post purchase documents to allocate the item charges once the container has been received into inventory.

Container

CON000053



[Process Departure](#)
[Process Arrival](#)
[Process Final Location](#)
[Landed Cost Allocation](#)
 Automate ▼ Fewer options

General Show less

Container No.	CTN012345679	Departure Information	
House Bill of Lading No.	BOL9876543	Port of Departure	<input type="text"/>
IncoTerms Code	<input type="text"/>	Port of Departure Name	-
Customs Entry No.	<input type="text"/>	Date of Departure	<input type="text"/>
Posting Date	5/8/2024	On the Water/Air Location Code	<input type="text"/>
Document Date	2/7/2024	Arrival Information	
Created By	DARWIN	Port of Arrival	<input type="text"/>
Modified By	DARWIN	Port of Arrival Name	-
Modified On	5/8/2024 11:44 AM	Expected Date of Arrival	5/2/2024
Vessel Information		Inbound Transit Leadtime	1W
Shipping Line	<input type="text"/>	Estimated Receipt Date	5/9/2024
Vessel Name	<input type="text"/>	Final Destination Location Code	MAIN
Voyage ID	<input type="text"/>		

User can enter landed cost separately and specify different allocation methods, as well as different Vendors.

Item Charge Code	Item Charge Amount	Item Charge Assignment	Vendor No.	Landed Cost Document	Posted Landed Cost Document
P-FREIGHT	4,000.00	Equally	50000	-	108263
P-FREIGHT	4,000.00	Equally	50000	-	108263
DUTY	60.00	Equally	10000	-	108264
S-FREIGHT	50.00	Equally	40000	107450	-

Create purchase document from Landed Cost.

After the landed costs is entered and the container has been received into inventory:

1. Click on **Process Single Line** to only create one purchase document for the line the user is on. Click on **Process All** to create a new purchase document for each vendor.

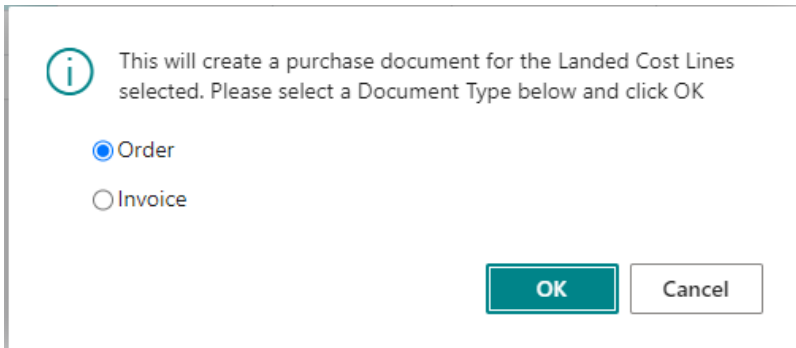
Landed Costs ✓ Saved

Search
Analyze
+ New
Edit List
Delete
Processing
Documents
...



Process Single Line
 Process All Lines






→	P-FREIGHT	4,000.00	Equally	50000	-	-
	P-ALLOWANCE	3,000.00	Equally	50000	-	-


2. Select which **Document Type** to use when creating the Landed Cost purchase document and click **OK**.



3. New purchase documents will be created and a message with the number of new documents will pop up. Please be aware that when utilizing the 'Process All Lines' function, lines containing identical Vendor Numbers will be consolidated within the same purchase document. Any subsequent purchase documents generated for these matching Vendors will be organized into separate purchase documents.
4. After you create the Landed Cost purchase documents, you can review them either by clicking on **Documents > > Purchase Document** or clicking on the Purchase Document number FlowFields. This will display the corresponding purchase document that the Landed Cost is assigned.

Landed Costs ✓ Saved  




Search Analyze + New  Edit List  Delete Processing Documents ...   

Purchase Document 

Item Charge Code	Item Charge Amount	Item Charge Assignment	Vendor No.	Unposted Purchase Document	Posted Purchase Invoice
→ P-FREIGHT	4,000.00	Equally	50000	-	108238
P-ALLOWANCE	3,000.00	Equally	50000	-	108238
S-FREIGHT	1,500.00	Equally	10000	1020	-
JB-FREIGHT	3,000.00	Equally	40000	1021	-

5. Once the purchase document that recorded landed cost is open, go to **Line > Related Information > Item Charge Assignment** to view the allocation.

Purchase Invoice

1014 · AR Day Property Management   + 



Invoice Posting Request Approval Incoming Document Release Navigate More options

General Show more

Vendor Name: AR Day Property Management Due Date: 5/31/2022

Contact: Mr. Frank Lee Vendor Invoice No. *

Posting Date: 5/27/2022 Status: Open

Lines Manage Line Fewer options  

Functions Item Availability by Related Information

Charge (Item)	Dimensions	Charge (Purch.)	Quantity	Amount	Description
→ Charge (Item) CUSTOM		YELLOW	1	250.00	LABOR
Charge (Item) P-FREIGHT		YELLOW	1	500.00	LABOR

Item Charge Assignment

Subtotal Excl. Tax (USD) 750.00 Total Excl. Tax (USD) 750.00

Inv. Discount Amount (USD) 0.00 Total Tax (USD) 0.00

Invoice Discount % 0 Total Incl. Tax (USD) 750.00

The landed costs have been allocated based on the allocation method specified on the Container Documents.

6. Adjust the allocation if needed. Then close the Item Charge Assignment window. On the purchase document, click on post to post the landed cost and create the posted purchase invoice.
7. Note that if you're allocating based on Tariff/Duty, you'll need to verify that the total charged by your freight forwarder matches what's calculated from the system based on the setup.

FAQ

How do I adjust the quantities on the container before receiving to the final destination?

When you receive the container, you're receiving the container based on whatever is on the BOL and the commercial invoice. There's no way to "reject" the container or update the contents of international documents at the time of receipt. If there are discrepancies, you will need to adjust the quantities at the final destination location and create your credits or claims to your overseas vendor.

Over Receiving within the Container Receiving app

We do not use the standard over-receive functionality within Business Central. Rather, if you need to receive more than the quantities on the purchase order, the app will create a new line indicating the over receipt. The reason we choose to create a new line instead of modifying the original quantities on the purchase order is because the new line will clearly indicate that it's an over receipt. There will be times where the vendor will not charge you for the extra quantities, you need that flexibility whether those items that come in has a cost or not.

Can I split a purchase line between multiple containers?

Yes! You will need to add your purchase line to the containers and adjust the quantity to match the actual container quantity.

The Duty/Tariff that my vendor charges me does not match what's calculated.

If the Duty/Tariff charged does not match what's calculated based on the setup, you will need to double check with your vendor on what is the duty/tariff that is charged for the container. Match that up against what's setup on the item and ensure the calculation matches. If there are discrepancies, you will need to manually resolve this with the vendor or adjust the duty/tariff calculation described above.

When am I able to create my Landed Cost Allocation purchase documents?

As soon as you receive the container lines into inventory, you can create and post your landed cost charges. If you are using the 'On the Water' location, you can begin processing these charges once you mark the container as 'Departed.'

However, if you are not using the 'On the Water' location, you won't be able to process your Landed Cost charges until you transfer the container to your final location and post it.

Updating the Expected Receipt Date on the Container update the Expected Receipt Date on the Purchase Order

The Expected Receipt Date on the Purchase Order will be updated anytime you change the Expected Receipt Date on the Container. Additionally, Transfer Orders created by processing the Departure of containers using the On the Water location will have the Receipt Date updated as well.

How do I prevent transfer lines created during the departure processing from being suggested during MRP?

Update the **Default Planning Flexibility** on the Freight Container Receiving Management Setup page from **No Change** to **None** before processing your departure. If you already have a transfer order, you can personalize the Transfer Order subform to show the Planning Flexibility field and update the field to be set to **None**.

We have processed our Departure and realized we had the wrong quantity on the Container line, what do I do?

If the container line is in the Departed Status, you can run the Undo Departure process. See the section on the Undo Departure in the ["WITH On the Water Location"](#) and ["WITHOUT On the Water Location"](#) sections for details.

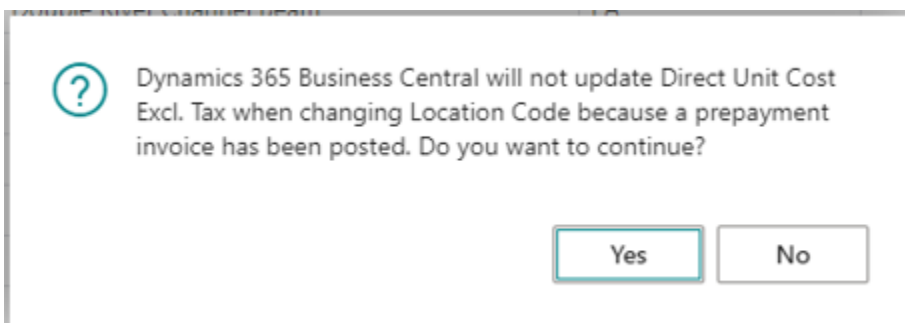
Is there a free trial so I can test the app before committing to purchasing licenses?

Yes! We have a Free Test user license that can be "purchased" by following the steps in the [Creating a Subscription](#) section. You will need to select the option for the Free Test user when selecting a plan. This plan can only be used in a Sandbox environment and the associated permission set cannot be assigned to a user in a Production environment.

My shipper sent me pictures of the security seals, can I store these pictures with the container record?

Yes, the container card can store attachments which will stay with the record once it is posted.

I'm processing the departure for my container and I get this message, what is it and what do I do?



This is caused by the combination prepayments on your purchase order and your container using the On The Water location. Business Central alerts users that have processed a prepayment that the Direct Unit Cost will not change when you change locations. Due to the requirement that On The Water Containers update your

Purchase Order to received into that location, this message is triggered. You will need to click Yes on that message while an update is worked on to bypass the message.