6.2.5. Inventory locking in advance

Open the screen via the following path: Produmex > Sales > Inventory locking in advance.

On the *'Inventory locking in advance'* screen it is possible to reserve stock in advance for a customer. The inventory lock will be created during the reception.

Select an item to lock in advance. An item can be selected if the *'Allow stock to be locked in advance'* option is flagged on the Produmex Sales tab on the Item Master Data of the item.

After an item was defined, the total ordered quantity from the item grouped by the customer and the warehouse will be listed on the screen.

Left section: list of open sales quantities that are not locked yet

- *Customer code*: The Card Code of the customer.
- *Customer name*: The name of the customer.
- *Open quantity*: The open quantity that is not yet locked.
- *Uom*: The inventory uom.
- *Warehouse*: The warehouse code.

Right section: list of stocks locked in advance

- *Customer code*: The Card Code of the customer.
- *Customer name*: The name of the customer.
- *#to lock*: The locked quantity for the customer from the warehouse.
- *Uom*: The inventory uom.
- *Warehouse*: The warehouse code.

To create an advance inventory lock, select the line with the customer and warehouse in the left section and move it to the right section clicking on the right arrow button.
To lock less than the total ordered quantity, adjust the quantity in the 'Open quantity' field before moving the line or adjust the '#to lock' quantity.
To delete the lock, simply move the lock line from the right section back to the left section.

The sum of the 'Open quantity' and the '#to lock' quantity must equal to the total quantity ordered by the customer from the selected warehouse.

Adjust the order of the locking with the up and down arrows. The sequence of the advance lockings defines the order the stock is reserved during the reception.

Click on the 'Ok' button to create the advanced locking. Inventory locks will be created during the delivery of the item.

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