

INVENTORY

DELETE ADJUSTMENT REQUEST

From this screen, you will be able to use the action button to **Delete** a stock Adjustment.

A stock Adjustment can only be deleted when in the **New** status.

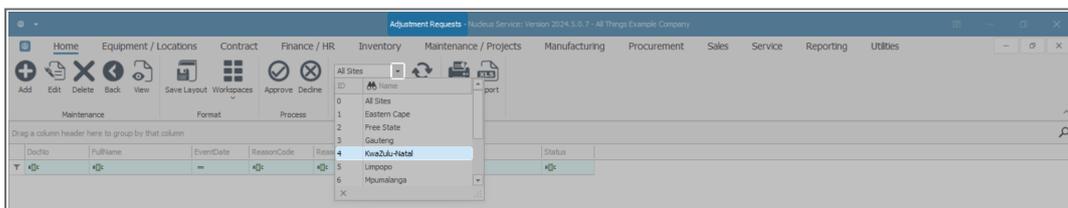
Ribbon Select Inventory > Adjustments



- The **Adjustment Requests** listing screen will be displayed.

SELECT THE SITE AND STATUS

- Select the **Site**.
 - In this image, **KwaZulu-Natal** has been selected.



- The **State** filter will default to '**New**' upon opening, this must not need be changed.

Note: Adjustment requests can only be deleted in the **New** status.

DocNo	FullName	EventDate	ReasonCode	ReasonCodeDesc	Comments	Status
KAR0000002	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		N
KAR0000004	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		N
KAR0000005	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		N
KAR0000006	Eden Rowan	09 Jul 2024	LOAD	Stock Load	Damaged Stock MNU1131001.	N
KAR0000009	Eden Rowan	09 Jul 2024	LOAD	Stock Load	Adjust AB-Class Items.	N
KAR0000010	Eden Rowan	12 Jul 2024	LOAD	Stock Load	Buildup MNU1131004.	N
KAR0000011	Eden Rowan	12 Jul 2024	LOAD	Stock Load	Part Knock Down Edit.	N

SELECT ADJUSTMENT REQUEST

- Select the **row** of the **adjustment request** that you wish to **Delete**.
- Click on **Delete**.

DocNo	FullName	EventDate	ReasonCode	ReasonCodeDesc	Comments	Status
KAR0000002	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		N
KAR0000004	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		N
KAR0000005	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		N
KAR0000006	Eden Rowan	09 Jul 2024	LOAD	Stock Load	Damaged Stock MNU1131001.	N
KAR0000009	Eden Rowan	09 Jul 2024	LOAD	Stock Load	Adjust AB-Class Items.	N
KAR0000010	Eden Rowan	12 Jul 2024	LOAD	Stock Load	Buildup MNU1131004.	N
KAR0000011	Eden Rowan	12 Jul 2024	LOAD	Stock Load	Part Knock Down Edit.	N

CONFIRM DELETION

- A **Process Validation** message box will pop up asking -
 - **Are you sure you want to delete this adjustment request?**
- Click on **Yes**.

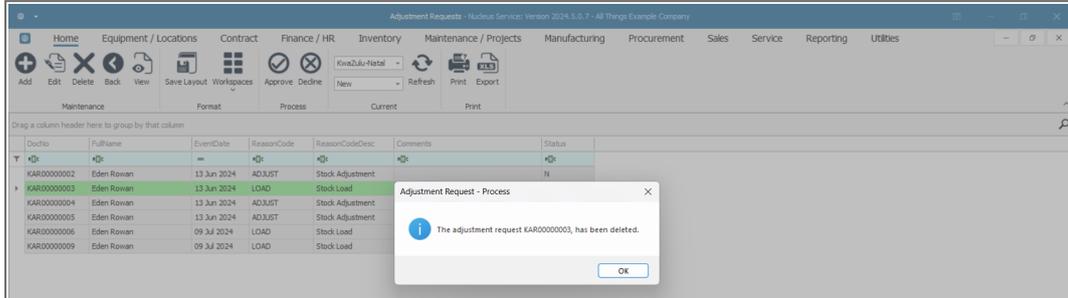
DocNo	FullName	EventDate	ReasonCode	ReasonCodeDesc	Comments	Status
KAR0000002	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		N
KAR0000004	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		N
KAR0000005	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		N
KAR0000006	Eden Rowan	09 Jul 2024	LOAD	Stock Load	Damaged Stock MNU1131001.	N
KAR0000009	Eden Rowan	09 Jul 2024	LOAD	Stock Load	Adjust AB-Class Items.	N
KAR0000010	Eden Rowan	12 Jul 2024	LOAD	Stock Load	Buildup MNU1131004.	N
KAR0000011	Eden Rowan	12 Jul 2024	LOAD	Stock Load	Part Knock Down Edit.	N

Process Validation

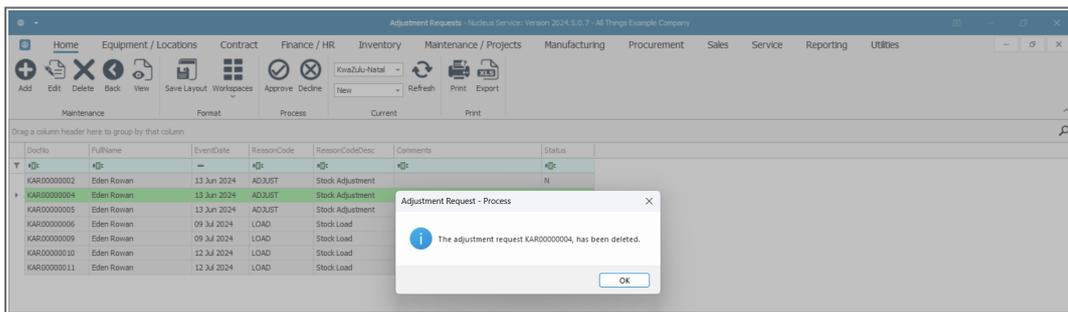
Are you sure you want to delete this adjustment request?

Yes No

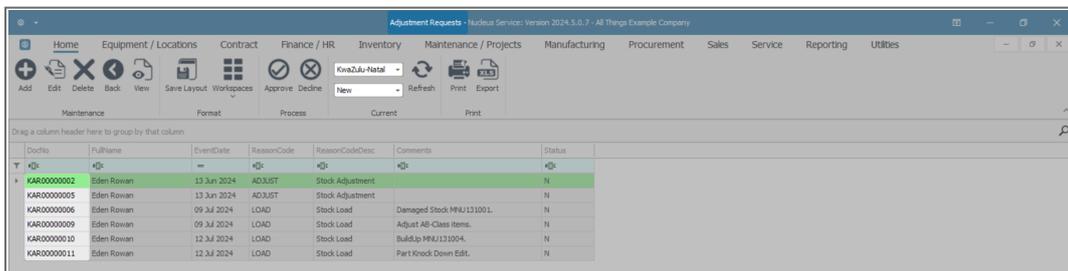
- An **Adjustment Request - Process** message box will pop up informing you that -
 - **The Adjustment Request [] has been deleted.**
- Click on **OK**.



- An **Adjustment Request - Process** message box will pop up informing you that -
 - **The Adjustment Request [], has been deleted.**
- Click on **OK**.

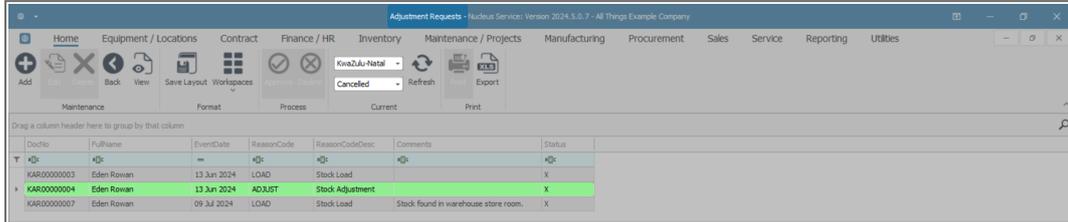


- The **deleted** Adjustment Request will be removed from the **New** Status listing screen.



VIEW DELETED ADJUSTMENT IN CANCELLED STATUS

- The deleted adjustment request will now be moved to the Adjustment Requests listing screen, where the status is set to **Cancelled**.



DocNo	FullName	EventDate	ReasonCode	ReasonCodeDesc	Comments	Status
KAR00000003	Eden Rowan	13 Jun 2024	LOAD	Stock Load		X
KAR00000004	Eden Rowan	13 Jun 2024	ADJUST	Stock Adjustment		X
KAR00000007	Eden Rowan	09 Jul 2024	LOAD	Stock Load	Stock found in warehouse store room.	X

Related Topics

- [Adjustments - Adjust Out](#)
- [Adjustments - Adjust In](#)
- [Adjustments - Authorise](#)
- [Adjustments - Part BuildUp](#)
- [Adjustments - Part KnockDown](#)
- [Adjustments - Edit](#)
- [Adjustments - Delete](#)
- [Adjustments - View](#)
- [Adjustments - Reject](#)
- [Adjustments - Print](#)

MNU.131.007