

## A/R Ship-to Addresses

AR-1007

### Overview

This Extended Solution adds Ship-To Addresses to A/R Invoices and Repetitive Invoices. The Ship-To Addresses may be maintained from Customer Maintenance, as if the Sales Order module were installed. Each Ship-To Address is assigned a 'Ship-To Code.'

### Installation

Before installing this Extended Solution, please verify that the version level(s) printed on the CD label are the same as the version level(s) of the MAS 90 MAS 200 module(s) you are using. For further information, please see the Upgrades and Compatibility section below. Check your Shipping Manifest for a complete list of Extended Solutions shipped.

For detailed installation instructions, please refer to the Sage website at:

[http://support.sagesoftwareonline.com/mas/extended\\_solutions/main.cfm](http://support.sagesoftwareonline.com/mas/extended_solutions/main.cfm)

### ***Installing Your Extended Solutions under Windows***

#### **From a CD**

If you have the *autorun* function turned on for your PC, the installation program will start up automatically. If not, find the **autorun.exe** file on your CD-ROM drive and double-click it to start the installation program. Follow the on-screen instructions.

#### **From the Sage FTP site**

When your Extended Solution is ready to be downloaded, you will receive an email from 'extendedsolutions.na@sage.com' telling you that it is ready. The email will contain the Customer Name, Cross Reference, a case-sensitive Password, a link via which you can download your Extended Solution, instructions, and a Shipping Manifest. If you have any problems with this order, please email [extendedsolutions.na@sage.com](mailto:extendedsolutions.na@sage.com) and we will assist you during normal business hours.

### ***Extended Solutions Control Center***

Installing any Extended Solution will add an Extended Solutions Control Center to the MAS 90 MAS 200 Library Master Utilities menu. When you open the Control Center, the following options will be available:

- Extended Solutions Manuals
- Remove Extended Solutions
- Unlock Extended Solutions
- Merge Installation Files
- Extended Solutions Setup options

## Extended Solutions

**Custom Office**

If you customize your MAS 90 MAS 200, then you must run the Update Utility *every time* you install this Extended Solution.

**Setup**

Upon completion of software installation, you will need to access Extended Solutions Setup from the Accounts Receivable Setup menu. Select this part number, and the Setup screen for this Extended Solution will appear (Figure 1). Check the 'Enable Extended Solution' box to activate this Extended Solution. The manual for this Extended Solution can be viewed by clicking the 'Manual' button next to the 'Enable Extended Solution' check box. It can also be viewed via the Extended Solutions Control Center (see Installation, above).

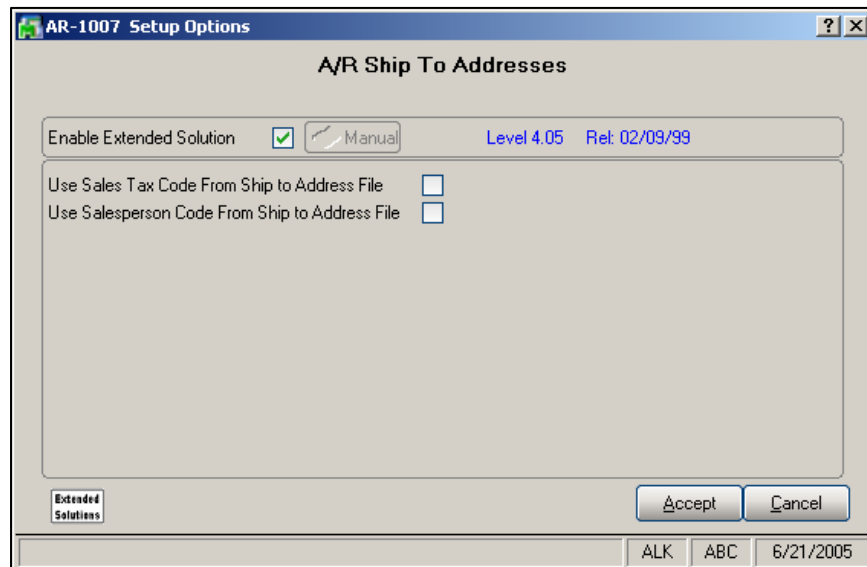


Figure 1

Answer the following prompts:

**USE SALES TAX CODE FROM SHIP TO ADDRESS FILE:** Check this box to use the Sales Tax Code from the Ship-To Address file. If you leave this box blank, then the value from the Customer Masterfile will be used.

**USE SALESPERSON CODE FROM SHIP TO ADDRESS FILE:** Check this box to use the Salesperson Code from the Ship-To Address file. If you leave this box blank, then the value from the Customer Masterfile will be used.

You should visit this Setup screen after each upgrade or reinstallation of this Extended Solution.

## Extended Solutions

**Operation***Customer Maintenance*

A 'Ship To...' option has been added to the drop list button of Customer Maintenance (Figure 2). When selected, it will take you to Ship-To Address Maintenance (Figure 3). You will be prompted for the Ship To Code and may then enter or maintain the Ship-To Addresses for this customer. A listing is available to print by clicking the printer button.

Customer Maintenance (SD5) 3/2/2006

Customer No. 01-ABF Copy From... Renumber... Ship To...

Name American Business Futures

1. Main 2. Additional 3. Statistics 4. Summary 5. History 6. Invoices 7. Transactions 8. S/Ds

Address 2131 N. 14th Street  
Suite 100  
Accounting Department

ZIP Code 99997

City New Zip OTF State WA

Country USA United States of America

Residential Addr

Salesperson 0100 Jim Kentley

Telephone (414) 655-4787 Ext 219

Fax

Terms Code 01 Net 30 Days

Primary Contact ARTIE JOHN Artie Johnson

Ship Code UPS BLUE

Tax Schedule WI MILMIL Milwaukee Exemptions...

Credit Hold

Credit Limit 120,000.00

E-mail Address artie@abf.com E-mail Statements

URL Address www.abf.com

Accept Cancel Delete

Figure 2

**Customer Ship To Address Maintenance**

Location Code: 1234

Name: Seattle Warehouse Location Primary

Address: 110 Union St  
Suite 3000  
3rd Floor

ZIP Code: 98101

City: Seattle State: WA

Country: USA United States of America

Residential Address:

Telephone: 206-780-9999 Ext: 1234

Fax: 206-555-1111 Batch Fax:

E-mail Address: test@sage.com

Contact: JOHN John Smith

Salesperson: 0200 Shelly Westland

Sales Tax: Tax Schedule: DEFAULT Default Tax Schedule Exemptions...

Buttons: Accept, Cancel, Delete, Print

Figure 3

### Invoice Data Entry

Click on the 'Ship To...' button in Invoice Data Entry (Figure 4) to display the Ship-To Address screen (Figure 5). The Ship-To Address will default to the Customer's billing name and address. From here you may perform one of the following options:

- Leave the Ship To Address as is
- Overwrite with a new address which will not be saved
- Select a Ship To Code from an on file list
- Setup a new Ship To Address on the fly
- Click on the search button to select another Customer number's address

When using an on file Ship To Code and either the 'Use Sales Tax Code from Ship-To' and/or 'Use Salesperson From Ship-To' option have been selected in Setup, then the fields on the Invoice will be over written with the values from the Ship To Code.

Extended Solutions

Figure 4

Figure 5

## Extended Solutions

*Repetitive Invoice Entry*

Repetitive Invoice Entry works identically to Invoice Data Entry (Figures 6 and 7). The Ship-To Address and the code you enter here are saved with the repetitive invoice. When you perform a repetitive invoice selection, the new invoice is created with this Ship-To Address.

Figure 6

*A/R Invoice**History*

Figure 7

## Extended Solutions

The Ship-To Address fields will be written to A/R Invoice History File as part of Sales Journal update. You can view the Ship-To Address associated with the document in A/R Invoice History Inquiry by clicking the Ship To button (Figure 8 and 9). Ship-To Addresses may be printed on A/R type invoices printed from the A/R Invoice History Printing option if you include the Ship-To fields in your form setup.

Invoice History Inquiry (SDN) 3/2/2006

Invoice No. 0000060 Type INV Date 3/2/2006

Source A/R Order No. Split Comm... Shipping ...

1. Main 2. Lines

**Bill to Address**

Customer 01-AVNET  
 Name Avnet Processing Corp  
 Address 3361 W. Kenosha  
 Powers Building  
 Suite 100  
 ZIP Code 53120  
 City Racine State WI  
 Country USA

Terms Code 01  
 Ship Via UPS BLUE  
 Customer PO  
 Salesperson 01-0200 Shelly Westland  
 Comment  
 Fax Batch Fax

Source Journal AR-000017 Job No.  
 Schedule CA  
 Apply To

Taxable	.00
Nontaxable	145.00
Freight	.00
Sales Tax	.00
Invoice Total	145.00
Retention	.00
Balance	145.00

ShipTo OK

Figure 8

Ship To Address

Location Code 2 Name Irvine Warehouse

Address 56 Technology  
 Building two

ZIP Code 92618  
 City Irvine State CA  
 Country USA  
 Residential Address

OK

Figure 9

## Forms

The following fields have been added to these Crystal form printing work files:

## Extended Solutions

*File:*

AR\_InvoiceWrk.M4T

*Fields:*

SOShipToCode\_001  
 ARShipToCode\_001  
 ShipToName\_001  
 ShipToAddress1\_001  
 ShipToAddress2\_001  
 ShipToAddress3\_001  
 ShipToCity\_001  
 ShipToState\_001  
 ShipToZip\_001  
 ShipToCountryCode\_001  
 Same as above  
 ARShipToCode\_001

AR\_RepetitiveInvoiceListingWrk.M4T

AR\_InvoiceHistoryHeaderWrk.M4T

**ODBC Dictionary**

The files listed below have been added or changed in the ODBC Dictionaries by this Extended Solution.

*File:*

AR\_ShipToAddress\_001.M4T

AR\_InvoiceHeader.M4T

*Fields:*

All Fields  
 SOShipToCode\_001  
 ARShipToCode\_001  
 ShipToName\_001  
 ShipToAddress1\_001  
 ShipToAddress2\_001  
 ShipToAddress3\_001  
 ShipToCity\_001  
 ShipToState\_001  
 ShipToZip\_001  
 ShipToCountryCode\_001  
 Same as above  
 Same as above

AR\_RepetitiveInvoiceHeader.M4T

AR\_InvoiceHistoryHeader.M4T

Be aware that the ODBC Dictionaries may contain other files and data fields that will be unavailable without their corresponding Extended Solutions installed.

**Reports**

Listed below are the report names for any maintenance program which ships with this Extended Solution and its corresponding work file.

*Report Name*

AR\_1007\_001\_ShipToAddressListing.rpt

*File*

AR\_ShipToAddressListingWrk\_001.M4T

**What's New**

*With the 03-02-05 release*



## Extended Solutions

- Converted to business framework
- Moved the 'Ship To' button to the upper right corner of the Customer Maintenance.
- No longer modifies the A/R Invoice History Report.

### Upgrades and Compatibility

The installation CD is labeled with the version of the MAS 90 MAS 200 module for which this Extended Solution was prepared. This Extended Solution will check its compatibility with the appropriate MAS 90 MAS 200 modules and will be disabled if an incompatibility is found. If you upgrade your MAS 90 MAS 200 modules, this Extended Solution must be upgraded as well. Your MAS 90 MAS 200 dealer can supply this upgrade.

### Documentation

Only changes made by The Sage Software, Inc. to the standard operation of Sage Software, Inc. MAS 90 MAS 200 have been documented in this manual. Operations not documented in this manual are standard procedures of MAS 90 MAS 200 processing. Standard MAS 90 MAS 200 processes, data entry screens, inquiry screens, reports, updates, etc., have not been changed unless addressed in this document.

Parts of this document may refer to the *Specific Purpose Rule*. When referenced, the described feature was developed for a specific client to their specifications and may not conform to generally accepted MAS 90 MAS 200 standards and procedures. These features may or may not benefit you in your application of MAS 90 MAS 200.

### Acknowledgments

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