

Managing Non-Stock Item

access the non-stock item, go to the **[Inventory]** section on the left panel. Click on the **[Inventory]**, you will get an option [Non-Stock Item] under **[Profile]** as shown below.

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|---|--|--|--|---|--|---|-----------------|
| Favorites | Inventory | | | | Д | ٩ | × |
| Favorites Data Views Material Requirem Time and Expenses Finance Banking Payables Receivables Sales Orders Sales Orders Inventory Dashboards | Inventory Transfers Kit Assembly Automated Operations Storage Lookup Item Lookup Scan and Issue Scan and Receive Scan and Receive Scan and Transfer Scan and Count Profiles Stock Items Item Warehouse Details Non-Stock Items Kit Specifications Warehouse Buildings Template Items Create Matrix Items | Replenishment Classes Replenishment Seasonality Physical Inventory Prepare Physical Count Physical Inventory Count Physical Inventory Review Physical Count Tags Physical Count Sheets Physical Count Variance Preview Physical Inventory Types Physical Inventory Cycles Physical Inventory Cycles Physical Inventory Locked Items Processes Release IN Documents Update Standard Costs Update ABC Code Update Movement Class Recalculate Inventory | Inventory Transaction Summary Inventory Transaction History Inventory Transaction Details Inventory Transactions by Accou Inventory Lot/Serial History Inventory by Item Class Matrix Inventory Summary Inventory Turnover Dead Stock Intercompany Goods in Transit Intercompany Returned Goods I Related Item History Printed Forms Inventory Item Labels Location Labels | ABC Codes Item Sales Categ Boxes Availability Calcu Build Your Produ Reports | e ry Balance n ry Valuation rr mmary talls | 0 | × |
| Magento Connector | Build Your Products | Close Financial Periods Manage Turnover History | | Standard Cost Cl Goods in Transit | Č. | | |
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Non-Stock Items under the Profile option

Click on **[Non-Stock Items]**, you will be redirected to the Non-Stock Items screen as shown below.





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|-------------------|--|---------------------|-----------|---|----------------|---------------|----------------------|---------------------------------|--------------|----------------------|-----------|-----------|-----------------------|
| Haterial Requirem | Non-Stock Items New Record | | | | | | | | S ACTIVITIES | FILES CUS | OMIZATION | TOOLS . | \$ Item S Price |
| Time and Expenses | 5 Π Π Ω | + 🗈 О - к | < > | н | | | | | | | | | C |
| Finance | Inventory ID: Item Status: | Active ~ | Q, | Product Workgrou Product Manager | | | م م | | | | | | Hem Ve Price |
| \$ Banking | Description: GENERAL PRICE/ | COST VENDORS CROSS- | REFERENCE | ECOMMERCE | DATA R | RELATED ITEMS | PACKAGING | DEFERRAL | GL ACCOUNTS | ATTRIBUTES | | 22 | |
| Payables | Template ID: | | | UNIT OF MEASUR | | | | | | | | | |
| Receivables | ITEM DEFAULTS Item Class: | | P 0 | Base Unit: Sales Unit: | | 0 Q 0 Q | Divisible Unit | | | | | | |
| Z Sales Orders | Type: Posting Class: | Non-Stock Item | ~ | Purchase Unit: O + | × | ρ // | Divisible Unit | | | | | | |
| Purchases | Tax Category: | □ Is a Kit | p Ø | From N Unit | fultiply/Divid | | sion To Unit ctor | | | | | | |
| lnventory | Default Warehouse: | Require Receipt | Q | | | | | | | | | | |
| Dashboards | Close PO Line: | Require Shipment | ~ | | | | | | | | | | |
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| More Items | | | | | | | | | | | | | |
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Non-Stock Items window

| Field | Field Type | Description |
|-------------------|------------|--|
| Inventory ID | Text box | You must create an Inventory ID. If you have already created the [Inventory ID] then you need to search for the same. |
| Product Workgroup | Search box | Select the Product Workgroup from here. |
| Item Status | Drop-down | You need to select the Item Status from the existing records within Acumatica. You will have a couple of options in the drop-down. • Active • No Sales • No Purchases • No Request • Inactive • Marked for Deletion By default, you need to choose [Active] item status. |
| Product Manager | Search box | Select the respective Product Manager for the same. |
| Description | Text box | You need to describe the Inventory ID that you have created. |





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|------------------------------|--|---|--|----------------------|----------------------------------|---|--------------------------|----------------------|
| 1 Material Requirem | Non-Stock Items MEC KIT - Mec KIT | r | | | | NOTES ACTIVITIES | FILES CUSTOMIZATIO | Tem Sales |
| Time and Expenses | < □ □ ∿ | + 🛙 🗘 - K < > | м | | | | | Prices |
| Finance | Inventory ID: Item Status: | MEC KIT - Mec KIT ,0 Active ~ | Product Workgroup: Product Manager: | | م م | | | Rem Vendor Prices |
| \$ Banking | Description: | Mec KIT | ECOMMERCE DATA | RELATED ITEMS | DACKACING | DEFERRAL GLACCOUNTS | | Ka Specifications |
| Payables | GENERAL PRICE/C | COST VENDORS CROSS-REFERENCE | | RELATED ITEMS | PACKAGING | DEFERRAL GLACCOUNTS | ATTRIBUTES | 22 |
| + Receivables | ITEM DEFAULTS Item Class: | CHARGE Miscellaneous Charg D | * Base Unit: * Sales Unit: | UNIT P 0 UNIT P 0 | Divisible Unit Divisible Unit | | | |
| Sales Orders | Type: • Posting Class: | Charge v POSTING - Posting Class Settings ρ | × Purchase Unit: ♂ + × | UNIT ,P / | Divisible Unit | | | |
| Purchases | * Tax Category: | TAXABLE - Taxable Goods and Servic P | *From Multiply/ Unit | | sion To Unit ctor | | | |
| D Inventory | Default Warehouse: | ٩ | | | | | | |
| Dashboards | | Require Receipt Require Shipment | | | | | | |
| Magento Connector | Close PO Line: | By Amount ~ | | | | | | |
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| More Items | | | | | | | | |
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Tick the box to access the Kit Specification screen

General Details:

| Field | Field Type | Description | | | | | | | | | |
|-------------------|------------------------|---|--|--|--|--|--|--|--|--|--|
| General (Template | General (Template ID): | | | | | | | | | | |
| ITEM DEFAULTS | | | | | | | | | | | |
| Item Class | Search Box | Search the Item Class from the existing records within Acumatica. | | | | | | | | | |
| Туре | Drop Down | You will have a list of options in the drop-down. • Non-Stock Item • Labor • Service • Charge • Expense You need to select the appropriate one. | | | | | | | | | |
| Posting Class | Search Box | Search the Posting Class from the records. | | | | | | | | | |





Customizable Kits

| Field | Field Type | Description |
|-------------------|------------|--|
| ×s a Kit | Check Box | This should be enabled to show the created Non-Stock item in the Kit Specification browse. |
| Tax Category | Search Box | Search the applicable tax category for the Non-Stock item. |
| Default Warehouse | Search Box | Search the default warehouse from here. |
| Require Receipt | Check box | To create a receipt, check the box. |
| Require Shipment | Check box | To ship the item, check the box. |
| Close PO line | Drop Down | You will have two options here. • By Amount • By Quantity |
| UNIT MEASURE | | |
| Base unit | Search Box | Select Base Unit from the existing records. |
| Sales Unit | Search Box | Select the Sales Unit from the existing records. |
| Purchase Unit | Search Box | Select the Purchase Unit from the existing records. |

Price/Cost:

You need to enter the default price for the product as shown in the figure below.





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|--------------------------|---|--|--|--|----------------|---------------|--------------------------------------|------------|----------------------|---------------|---------------------------------|
| France \$ | Non-Stock Items MEC KIT - Mec K | ит о + в С • к « | > > | | | | D NOTES | ACTIVITIES | FILES | CUSTOMIZATION | TOOLS - S Been Sal Proces |
| Banking Payables | Inventory ID: Item Status: Description: | MEC KIT - Mec KIT Active ~ Mec KIT | Product Workgr Product Manage | | م م | | | | | | Hem Ver Prices |
| eceivables | GENERAL PRIC PRICE MANAGEMEN Price Class: Price Workgroup: | r | STANDARD COST Pending Cost: Pending Cost Date: | e DATA RELATED ITEM | IS PACKAGING (| DEFERRAL GLAC | COUNTS ATTRIBUT | ES DESCR | IPTION | ECOMMERCE | Specifical |
| Furchases | Price Manager: | p Subject to Commission | | 0.00 | | | | | | | |
| Inventory Destributed | Markup %: MSRP: Default Price: | 0.00 | | Accrue Cost Standard Cost 0.000000 | | | | | | | |
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Price/Cost in Non-Stock items

