

View and Move Customer Inventory

- Click on the Customer icon. The Customer Screen will appear displaying all customers.
- From the Customer Screen double click on the Customer to open the Customer Detail screen.

• Click on the Inventory Tab for this specific customer.

• From the selected Customer Inventory Tab, select the pieces to move. Then click on the Move Button and select Move to New Customer.





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- A Move Inventory to Customer Box appears, here from the drop down you will select the new customer to move inventory to. Note: It will move the entire quantity of the piece(s) you are moving
- Select the Move button

• Inside the pop up window a message will appear letting you know that the piece(s) were or were not moved.

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