Stores Inventory
Day-to-Day Forms and Setup Needed

Purpose   Use this table as a guide to the day-to-day forms and the set up forms needed for each.

Day-to-Day Form	Set Up Forms Needed
Quick Method	• Stores Quick Quantity Entry Form (FSASTKQ) • Stores Quick Cost Entry Form (FSASTKC)
Normal Method	• Requisition Form (FPAREQN) • Purchase Order Form (FPAPURR) • Receiving Goods Form (FPARCVD) • Dock to Stock Exceptions Report (FSRSTEX) • Stores Put List Report (FSRPUTL) • Stores Stock Transfer Form (FSATRAN) • Invoice/Credit Memo Form (FAAINVE)
Physical Inventory Method	• Adjustment to Quantity/Inventory Reconciliation Form (FSAADJQ) • Stores Adjustment to Unit Cost Form (FSAADJC)
Purchase Order Form (FPAPURR)	• Stores Inventory Maintenance Form (FTRINVM) • Ship to Address Maintenance Form (FTMSHIP) • Inventory System Control Maintenance Form (FSASYSC) • Vendor Maintenance Form (FTMVEND) • Purchase Order Classification List (FTVPCLS) • Carrier List (FTVCARR) • Currency Maintenance Form (GUACURR) • Discount Terms List (FTVDISC) • Fund Code Maintenance Form (FTMFUND) • Account Code Maintenance Form (FTMACCT) • External Rate Maintenance Form (FTMEXRT) • System Data Maintenance Form (FTMSDAT) • Inventory System Control Maintenance Form (FSASYSC) • Ship to Address Maintenance Form (FTMSHIP) • Commodity Maintenance Form (FTMCOMM) • Stores Inventory Maintenance Form (FTRINVM) • Equivalency Maintenance Form (FTMEQUL)

Stores Inventory
Day-to-Day Forms and Setup Needed, Continued

Day-to-Day Form	Set Up Forms Needed
Receiving Goods Form (FPARCVD)	- Fund Code Maintenance Form (FTMFUND) - Account Code Maintenance Form (FTMACCT) - External Rate Maintenance Form (FTMEXRT) - System Data Maintenance Form (FTMSDAT) - Inventory System Control Maintenance Form (FSASYSC) - Ship to Address Maintenance Form (FTMSHIP) - Commodity Maintenance Form (FTMCOMM) - Stores Inventory Maintenance Form (FTRINVM) - Equivalency Maintenance Form (FTMEQUL) - Receiving Method List (FTVRCMT)
Invoice/Credit Memo Form (FAAINVE)	- Purchase Order Form (FPAPURR) - Receiving Goods Form (FPARCVD)
Stores Stock Transfer Form (FSATRAN)	- Fund Code Maintenance Form (FTMFUND) - Account Code Maintenance Form (FTMACCT) - External Rate Maintenance Form (FTMEXRT) - System Data Maintenance Form (FTMSDAT) - Inventory System Control Maintenance Form (FSASYSC) - Ship to Address Maintenance Form (FTMSHIP) - Commodity Maintenance Form (FTMCOMM) - Stores Inventory Maintenance Form (FTRINVM) - Equivalency Maintenance Form (FTMEQUL) - Receiving Method List (FTVRCMT)
Stores Requisition Form (FSAREQN)	See above
Inventory Adjustment System Control Form (FSASYSA)	See above
Stores Physical Inventory Count Recording Form (FSAPHYC)	See above
Inventory Adjustment System Control Form (FSASYSA)	See above

Stores Inventory
Day-to-Day Forms and Setup Needed, Continued

Day-to-Day Form	Set Up Forms Needed
Requisition Cancel Form (FPARDEL)	Stores Requisition Form (FSAREQN)
Stores Issues/Return Form (FSAISSU)	See above
Physical Inventory Worksheet (FSRPIWS)	Inventory Adjustment System Control Form (FSASYSA)
Physical Inventory Process (FSRPHYR).	Stores Physical Inventory Count Recording Form (FSAPHYC)
Physical Inventory Discrepancy Report (FSRPIDR)	See above
Adjustment to Quantity/Inventory Reconciliation Form (FSAADJQ	See above