

Receive Container

04/09/2025 12:48 pm CDT

Overview

Skustack helps you track and manage the shipping and receiving process for [Purchase Orders \(POs\)](#) delivered with **Shipping Containers**. This workflow allows you to stay on top of different parts of the process, from the initial order placement to the arrival of the shipping container at the shipping port and up to the receiving of the purchased items at your warehouse.

You can also use this workflow to group together multiple regular POs just to organize the receiving process. Once you receive orders grouped with the shipping container feature, associated POs are automatically updated with any relevant information, such as received quantities.

Creating and managing the items in a container is only possible through the Skustack Admin, while the receiving process can be handled through the Skustack app.

[Client Setting Enable Shipping Containers For PO](#) must be enabled for this workflow.

Receive Container Module

The **Receive Container** module is located within Skustack's **Receiving** tab and allows you to easily receive your products by container. A container can include products from different Purchase Orders.

Learn more about Containers and how to set them up [here](#).

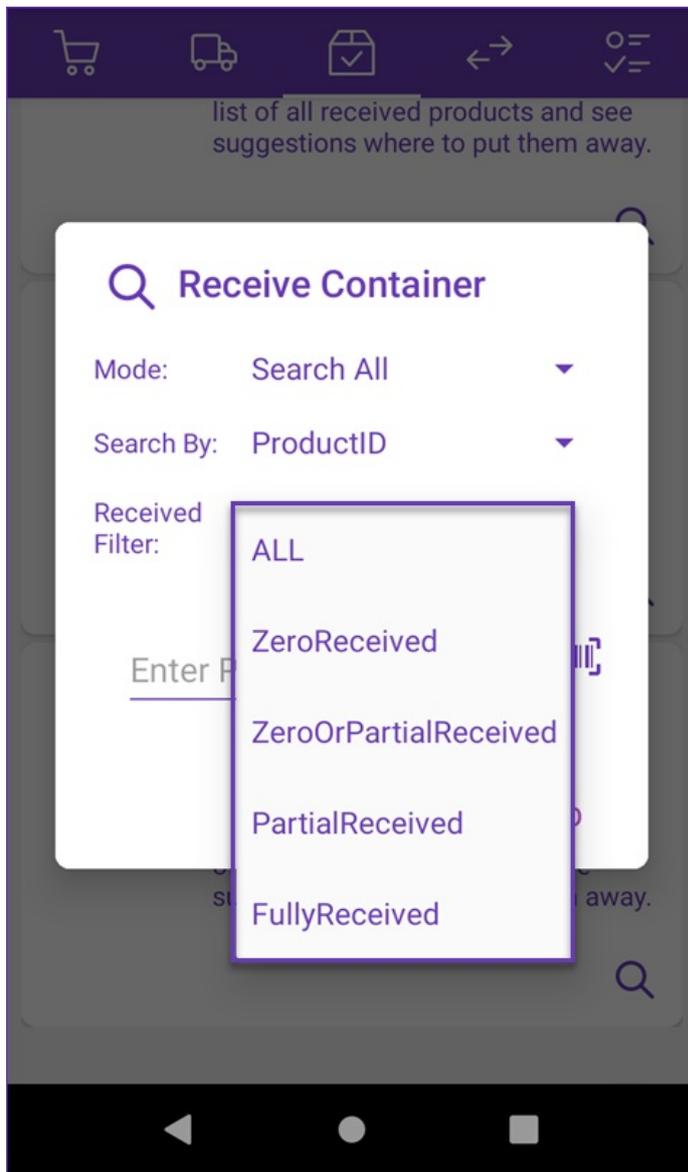
You can search containers by:

1. **Search by ContainerID** – Opens a specific Container ID. The container can include items from different Purchase Orders.
2. **Search by PO#** – Opens all related containers associated with that PO#.
3. **Search All** – Searches for all containers. You can filter by:
Product ID/Container Name
Filters by a specific product or container.

Received Filter

Defaults to previewed/working. You can choose from one of the available statuses:

- All
- Zero Received
- Zero Or Partial Received
- Partial Received
- Fully Received



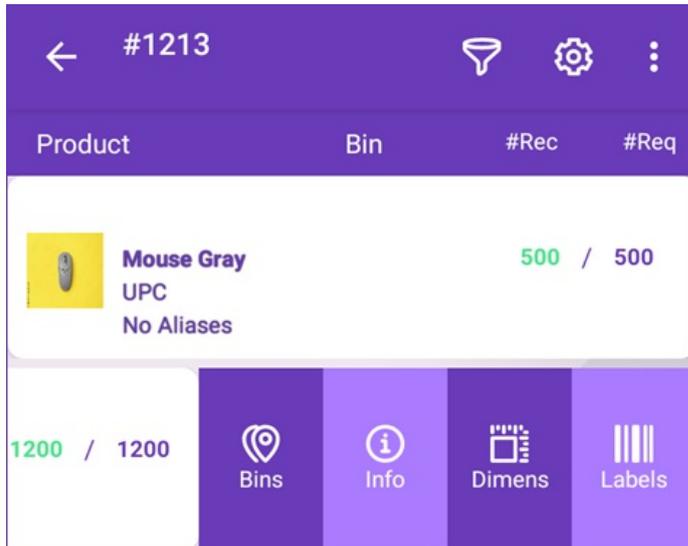
Receive Containers

Bulk-mode receiving is disabled when receiving by a container.

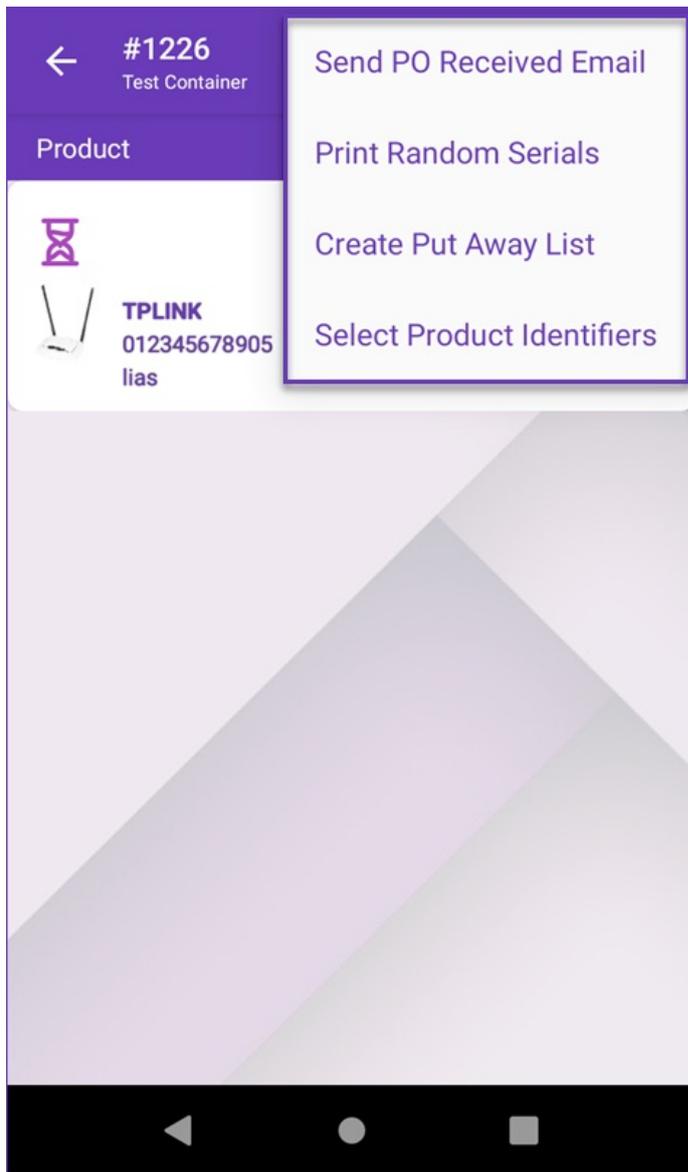
To receive your products by container, follow the steps below:

1. Navigate to **Receiving > Receive Container**.
2. Select your desired **Search Mode**.
3. Scan/enter the ContainerID or PO # depending on the search mode or simply search all.
4. Tap **Go**.
5. Select your desired container. You can also filter items within the container by their received status. Simply tap the **Filter** icon and choose your **filters**.
6. Swipe left on an item to reveal shortcuts to other actions:
 - a. Bins – here you can find all the bins where the product is stored.
 - b. Info – this will reveal the [product info](#) module.

- c. Dimens – set product dimensions or get a [4D scale](#) reading.
- d. Labels – you can [print](#) product labels for each item.



7. Scan the ProductID/UPC/Serial, or select the item on the screen. The product will open.
8. Scan/enter a bin, or select from the list of suggested bins.
Enable the **Use Receiving Bin** [setting](#) in Skustack to only allow receiving into a receiving bin. You can then use the PutAway workflow to transfer inventory from the temporary receiving bin to permanent bins on the warehouse shelf.
9. Scan units to add to the received qty or adjust the number manually.
10. If you're not receiving the full quantity in the container, a dialog will open, giving you the option to select which PO you are receiving it for. If you are receiving the full amount, that dialog will not appear.
11. If the [Lot Number](#) workflow is enabled for your company and the product is set as expirable then you must select a Lot Number before receiving it. Tap on **More Lot/Expirys** to view existing or add new lots. [Learn more about Lot Numbers here.](#)
12. Tap the menu in the upper right-hand corner to:
 - o Send PO Received Email
 - o Print Random Serials
 - o Create Put Away List
 - o Select Product Identifiers



To put inventory away from your receiving bin into one of your regular bins, create a Put Away List directly from this module, or follow the Put Away workflow described [here](#).

[Serialized](#) products cannot be received through a container. To receive products with serials, use the [Receive PO Module](#).

Overview

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You can also use this workflow to group together multiple regular POs just to organize the receiving process. Once you receive orders grouped with the shipping container feature, associated POs are automatically updated with any relevant information, such as received quantities.

Creating and managing the items in a container is only possible through the Skustack Admin, while the receiving process can be handled through the Skustack app.

[Client Setting Enable Shipping Containers For PO](#) must be enabled for this workflow.

Manage Shipping Containers

There are two pages related to shipping containers:

- The **Manage Shipping Container Page**:
 - Lets you create new shipping containers.
 - Lets you view all your shipping containers and filter them in various ways, such as by shipping or receiving status.
 - Lets you perform bulk actions on multiple containers simultaneously, such as changing their shipping or receiving status.
 - To access the **Manage Shipping Container** page, go to **Purchasing > Manage Shipping Container**.
- The **Shipping Container Details Page**:
 - Each individual shipping container has its own **Shipping Container Details** page.
 - This page lets you view and manage everything about a specific shipping container, such as shipping and receiving, expected delivery dates, and more.
 - To access the **Shipping Container Details** page, go to the **Manage Shipping Container** page and click a **Container ID**.

Search Shipping Containers

The **Manage Shipping Container** page consists of three components:

- **Search Filters** – Search options that let you narrow down your results and show only the shipping containers you are interested in. You can save specific searches for repeat use.
- **Search Results** – A list of containers that match your search criteria. You can sort it differently and even show or hide different data columns.
- **Actions** – A wide range of actions you can perform on one shipping container at a time or in bulk. These actions help you manage your containers quickly and easily.

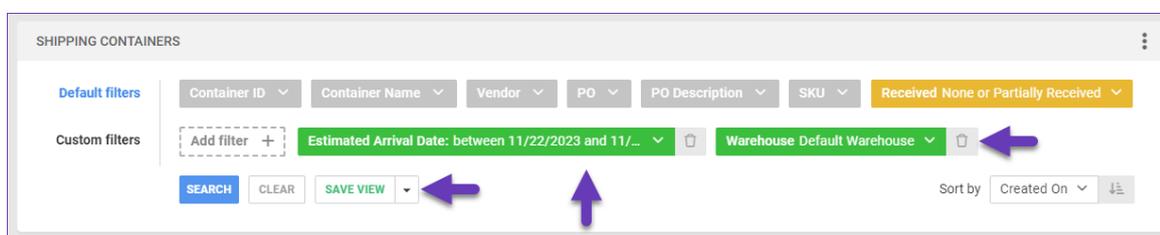
Filters

Filters offer multiple-choice selection lists or allow you to enter specific values. Your choices build on each other. Each subsequent choice narrows the scope of your search results further and affects what the page displays. You can add as many filters as you like or none at all.

There are **Default filters** that are always displayed and **Custom filters** that you can display manually by clicking the **Add filter** button and selecting a filter from the list. To remove a custom filter from the page, click the **Trash** icon next to it.

After you click **Search**, each filter you apply gets highlighted in orange or green. If a filter is gray or not displayed at all, it's not active. You can add or remove filters and search again at any time.

Once you set up your filters, click **Save View** to save the search. Then, you can repeat the same search by selecting it from the **Saved Views** menu on the top right.



Refer to the tables below for all filters and their descriptions.

Default filters

Filter

Container ID

Container Name

Vendor

PO

Description

Show only specific shipping containers by their unique **Container ID**.

Show only specific containers by **Container Name**.

Show only containers with POs from one or more specific Vendors.

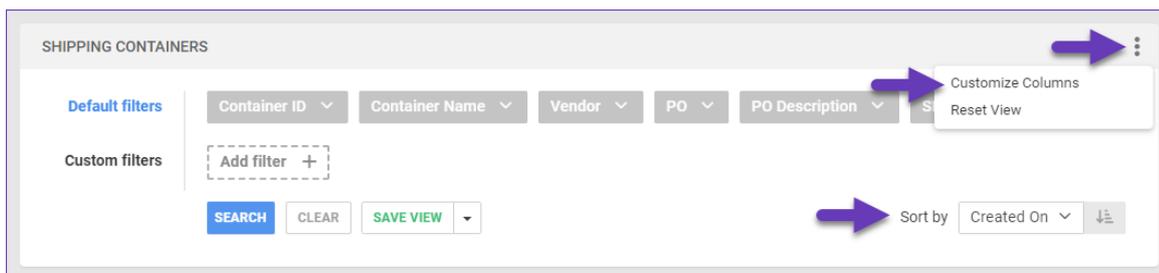
Show only containers with specific POs, searching by **PO ID**.

PO Description	Show only containers with specific text in their description.
SKU	Show only containers with one or more specific SKUs.
Received	Show only containers with one or more receipt status values: Fully Received, Partially or Fully Received, Partially Received, None or Partially Received, or Not Received.
Custom filters	
Filter	Description
Container Status	Show only containers with one or more specific Container Status values: Saved, Ordered, Pending, Received, or Completed.
Created On	Show only containers created within a specific time range.
ETA Port	Show only containers whose estimated time of shipping port arrival is within a specific time range.
Estimated Arrival Date	Show only containers expected to arrive at the warehouse within a specific time range.
Invoice Number	Show only specific shipping containers by their unique Invoice #.
Is Exported	Show only containers that are or are not marked as Exported.
Order Source/SPO #	Show only specific shipping containers by their unique Order Source/SPO #.
Port	Show only containers arriving at one or more specific shipping ports.
Received Date	Show only containers received within a specific time range.
Shipped On Date	Show only containers shipped within a specific time range.
Shipped On Date Range	Show only containers shipped within specific predefined time periods.
Shipping Status	Show only containers with one or more Shipping Status values: Arrived, Not Arrived, Shipped, Not Shipped, or Receiving Errors.
Vessel Number	Show only specific shipping containers by their Vessel Number.
Warehouse	The warehouse where the container is expected to arrive.

Search Results

The search results show a list of shipping containers matching your search criteria. This list is comprised of various data columns showing related information. You can add, remove, and re-order data columns by clicking the **three dots icon** on the top right and selecting **Customize Columns**.

You can also sort the containers in a different order based on a specific column using the **Sort by** drop-down menu.



Refer to the table below for all data columns and their descriptions.

Data Column	Description
Container ID	The shipping container's unique identifier.
Vendor Name	The Vendor associated with the first line item in the container.
Container Name	The container's name.
ETA Port	The shipping vessel's estimated arrival time at the shipping port.
Port Name	The name of the shipping port where the container is expected to arrive.
Created On	The date when the container was created.
Shipped On	The date when the creator was shipped.
ETA	The container's estimated time of arrival at the warehouse.
Received On	The date when the container was received at the warehouse.
Total Qty	The total product unit quantity in the container.
Total Received	The total received quantity.

Total Cost	The total cost of all products in the container.
Status	The value of the Container Status field: Saved, Ordered, Pending, Received, or Completed.
Is Exported	The Exported status: Exported or Not Exported.
Invoice Number	The Invoice # associated with the container.
Shipping Cost	The total shipping cost of the container.

Actions

The **Manage Shipping Container** page also offers actions you can perform on one container at a time or in bulk. These actions help you quickly manage your containers.

The **Actions** icon is located on the bottom right of the page. By default, it is a green plus icon that lets you create a new container. However, the icon turns blue when you select containers from the search results by checking the boxes to their left. Once it's blue, you can click it to perform actions on any selected containers.

<input type="checkbox"/>	CONTAINER ID	VENDOR NAME	CONTAINER NAME	CREATED ON	SHIPPED ON	ETA	TOTAL QTY	TOTAL RECEIVED	TOTAL COST	STATUS
<input checked="" type="checkbox"/>	1255	Vendissimo	T-Shirt Orders Container	11/02/2023	10/31/2023	11/04/2023	200	0	\$600.00	Saved
<input checked="" type="checkbox"/>	1256	Vendissimo	Hats Container	11/02/2023	11/01/2023	11/05/2023	160	0	\$800.00	Saved
<input type="checkbox"/>	1242		New Shipping Container2	09/13/2023			0	0	\$0.00	Saved
<input type="checkbox"/>	1244		New Shipping Container	09/13/2023			0	0	\$0.00	Saved

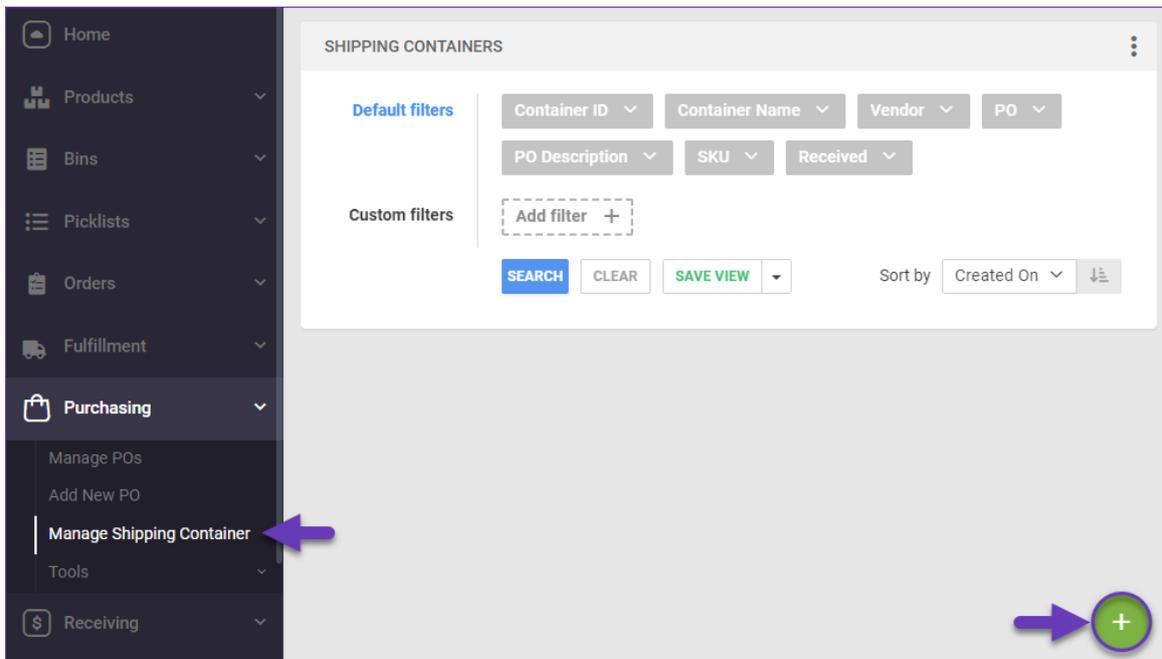
Refer to the table below for all actions and their descriptions.

Action	Description
Create Container	Create a new shipping container.
Delete	Permanently delete a container.
Receive Containers	Mark all items in the selected containers as fully received at the warehouse. This action sets the Container Status to Received and updates the Received On date and any Received item quantities. The received inventory will appear in the selected warehouse, and the relevant POs will also update their Status to Partially Received or Fully Received and reflect any Received item quantities.
Export To Excel	Export information about the selected containers to a spreadsheet.
Export To Excel With Items	Export information about the selected containers to a spreadsheet. This option also includes item information, each on a different row.
Mark Arrived	Set the Shipping Status of the selected containers to Arrived to indicate they arrived at the shipping port.
Mark Not Arrived	Set the Shipping Status of the selected containers to Not Arrived to indicate they have not arrived at the shipping port.
Set Containers Status	Update the selected containers' Container Status field to Saved, Ordered, Pending, Received, or Completed.
Create Vendor Invoices	Creates Vendor Invoices for all POs in the selected containers.
Mark Exported	Set the Exported status of the selected containers to Exported.
Mark Un-Exported	Set the Exported status of the selected containers to Not Exported.
Export Via Plugin	Export the selected containers using a custom Container Export plugin.

Create Shipping Containers

To create a shipping container:

1. Go to the **Manage Shipping Container** page.
2. Click the green plus icon at the bottom right.



3. Complete as follows:

- a. The **Container Name** must match the container ID your Vendor provided when applicable.
- b. The **Receiving Warehouse** must match the receiving warehouse on any POs you plan to add to this container.
- c. The **Shipping Status** indicates the container's current stage within the shipping process: **Receiving Errors, Not Shipped, Shipped, Not Arrived, or Arrived**.
- d. **Shipped On** is the date when the container has been or will be shipped.
- e. The **Estimated Arrival Date** is the date when the items are expected to arrive at the warehouse.
- f. Click **Create**.

CREATE NEW CONTAINER ✕

Container Name *	T-Shirt Orders Container
Receiving Warehouse	Default Warehouse ▼
Shipping Status	Not Shipped ▼
Shipped On	<i>Click to select date</i> 📅 ⌚
Estimated Arrival Date	11/11/2023 11:11 AM 📅 ⌚

CANCEL
CREATE

Add Items to a Container

You can fill a container with items manually or by importing a file.

Manually

To add items to a container manually:

1. Go to the **Shipping Container Details** page.
2. Click the **Add New Item** plus icon at the top right of the **Items** panel.

ID	VENDOR	PO #	PRODUCT NAME	PRODUCT ID	QTY	ON HAND	RECEIVED	AVERAGE COST	SHIPPING FEE	DUTIES/TARIFFS	C
1877	Vendissimo	1234453356	Sellercloud T-Shirt	SC-Tees	100	1291	100	\$45.18	\$2.50	\$36.00	\$
1878	Vendissimo	1234453362	Sellercloud T-Shirt	SC-Tees	50	1291	50	\$45.18	\$1.25	\$18.00	\$
1879	Vendissimo	1234453373	Sellercloud T-Shirt	SC-Tees	50	1291	50	\$45.18	\$1.25	\$18.00	\$

Displaying results 1-3 of 3

3. Search for items by SKU. Optionally, you can filter your search by clicking the **Add Filter** button. You can filter by **PO ID**, **PO Description**, or **Warehouse**.

SEARCH

Q sc-tees

Add filter +

- PO #
- Product ID
- PO Description
- Warehouse

PO #	PO DESCRIPTION	PO ITEM #	PRODUCT ID	QTY ORDERED	QTY RECEIVED	ALREADY IN CONTAINERS	REMAI
1234452248		29665	SC-Tees	150	0	0	
1234453252		34617	SC-Tees	25	14	0	
1234453261		34627	SC-Tees	100	13	0	87

4. When an item appears next to the correct PO, check the box to the left to select it.

PO #	PO DESCRIPTION	PO ITEM #	PRODUCT ID	QTY ORDERED	QTY RECEIVED	ALREADY IN CONTAINERS	REMAINING QTY	QTY FO	
<input type="checkbox"/>	1234452248		29665	SC-Tees	150	0	0	150	
<input type="checkbox"/>	1234453252		34617	SC-Tees	25	14	0	11	
<input type="checkbox"/>	1234453261		34627	SC-Tees	100	13	0	87	
<input checked="" type="checkbox"/>	1234453395	Auto created for ord...	34779	SC-Tees	5	0	0	5	
<input checked="" type="checkbox"/>	1234453396	Auto created for ord...	34780	SC-Tees	5	0	0	5	

5. Enter the **Qty For Container** in the last field to the right.
6. Click **Add & Close**. Alternatively, click **Add Selected** to keep searching and adding items.

PO DESCRIPTION	PO ITEM #	PRODUCT ID	QTY ORDERED	QTY RECEIVED	ALREADY IN CONTAINERS	REMAINING QTY	QTY FOR CONTAINER
248	29665	SC-Tees	150	0	0	150	0
252	34617	SC-Tees	25	14	0	11	0
261	34627	SC-Tees	100	13	0	87	0
395	Auto created for ord...	34779	SC-Tees	5	0	5	5
396	Auto created for ord...	34780	SC-Tees	5	0	5	5

Displaying results 1-5 of 5

CLOSE

ADD SELECTED ADD & CLOSE (2)

File Import

To import products to a **Shipping Container** via a file:

1. Go to the **Shipping Container Details** page.
2. Click the **Download template** icon at the top right of the **Items** panel.

ID	VENDOR	PO #	PRODUCT NAME	PRODUCT ID	QTY	ON HAND	RECEIVED	AVERAGE COST	SHIPPING FEE	DUTIES/TARIFFS	
1877	Vendissimo	1234453356	Sellercloud T-Shirt	SC-Tees	100	1291	100	\$45.18	\$2.50	\$36.00	\$

3. Fill out the spreadsheet template:

- a. **POID** – A PO’s unique identification number.
- b. **POItemID** – The automatically generated line item ID on the PO. You can find it by going to the **PO > Toolbox > Items** tab. You can also use it to update items in the shipping container.
- c. **ProductID** – The product’s SKU.
- d. **QtyShipped** – The item’s quantity in the container.

	A	B	C	D
1	POID	POItemID	ProductID	QtyShipped
2	1234453362	34741	SC-Tees	50
3	1234453373	34756	SC-Tees	50

4. Click the **Upload New Items** icon and select the updated spreadsheet.

ID	VENDOR	PO #	PRODUCT NAME	PRODUCT ID	QTY	ON HAND	RECEIVED	AVERAGE COST	SHIPPING FEE	DUTIES/TARIFFS	
1877	Vendissimo	1234453356	Sellercloud T-Shirt	SC-Tees	100	1291	100	\$45.18	\$2.50	\$36.00	\$

Receive Containers

You can mark the items in a shipping container as received for one container at a time or for multiple containers in bulk:

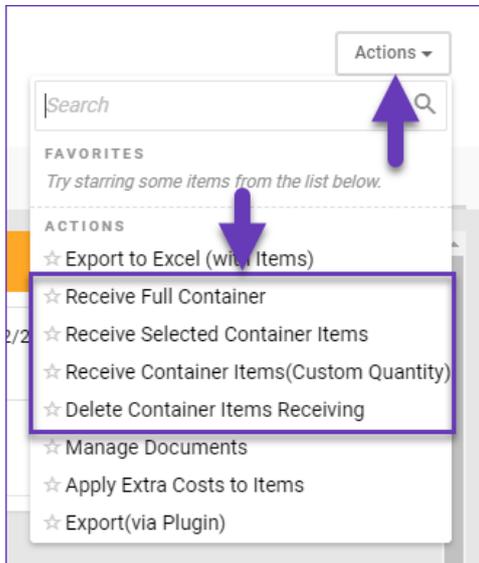
Single Container

To receive items in a single container:

1. Go to the **Shipping Container Details** page.
2. In the upper right, click **Actions** and select the appropriate option:
 - a. **Receive Full Container** – Mark all items in the container as fully received at the warehouse. This action sets the **Container Status** to **Received** and updates the **Received On** date and any **Received** item quantities. The received inventory will appear in the selected warehouse, and the relevant POs will also update their **Status** to **Partially Received** or **Fully Received** and reflect any **Received** item quantities.
 - b. **Receive Selected Container Items** – Mark only specific selected items as received at the warehouse. This action updates any **Received** item quantities. If all items are received after this action, it also sets the **Container Status** to **Received** and updates the **Received On** date. The received inventory will appear in the selected warehouse, and the relevant POs will also update their **Status** to **Partially Received** or **Fully Received** and reflect any **Received** item quantities.
 - c. **Receive Container Items (Custom Quantity)** – Mark partial item quantities as received at the warehouse. This action updates any **Received** item quantities. If all items are received after this action, it also sets the **Container**

Status to **Received** and updates the **Received On** date. The received inventory will appear in the selected warehouse, and the relevant POs will also update their **Status** to **Partially Received** or **Fully Received** and reflect any **Received** item quantities.

- d. **Delete Container Items Receiving** – Delete any received quantities of items in the container, which also sets the quantities in the **Received** column back to 0. If you do this action for all items in the container, it also clears the **Received On** date.



Multiple Containers

To receive items in multiple containers:

1. Go to the **Manage Shipping Container** page and find the containers with items to receive.
2. Check the boxes to the left of the containers to select them.
3. Click the blue **Actions** icon at the bottom right.

<input type="checkbox"/>	CONTAINER ID	VENDOR NAME	CONTAINER NAME	CREATED ON	SHIPPED ON	ETA	TOTAL QTY	TOTAL RECEIVED	TOTAL COST	STATUS
<input checked="" type="checkbox"/>	1255	Vendissimo	T-Shirt Orders Container	11/02/2023	10/31/2023	11/04/2023	200	0	\$600.00	Save
<input checked="" type="checkbox"/>	1256	Vendissimo	Hats Container	11/02/2023	11/01/2023	11/05/2023	160	0	\$800.00	Save
<input type="checkbox"/>	1242		New Shipping Container2	09/13/2023			0	0	\$0.00	Save
<input type="checkbox"/>			New Shipping							Save

4. Select **Receive Containers**. This action updates the **Received On** date and any **Received** item quantities.
5. Specify the **Warehouse** where the shipments will be received.
6. Fill in the **Bin Name** if receiving in a bin-enabled warehouse.
7. Click **Receive**. This action sets the **Container Status** to **Received** and updates the **Received On** date and any **Received** item quantities for all selected containers. The received inventory will appear in the selected warehouse, and the relevant POs will also update their **Status** to **Partially Received** or **Fully Received** and reflect any **Received** item quantities.

Update Container Statuses

You can update your shipping containers' statuses for one container at a time or multiple containers in bulk:

Single Container

To update a single container's status:

1. Go to the **Shipping Container Details** page.
2. Click **Edit**.
3. Update the **Container Status** field to change the container's general status: **Saved, Ordered, Pending, Received, or Completed**.
4. Update the **Shipping Status** field to change the container's shipping status: **Arrived, Not Arrived, Shipped, Not Shipped, or Receiving Errors**.

Shipping Container Details | #1255 | T-Shirt Orders Co

RECEIVING WAREHOUSE Default Warehouse | STATUS Received | TOTAL QTY 200

GENERAL DETAILS

Container Name	T-Shirt Orders Container
Created On	11/2/2023
Received On	11/8/2023
Estimated Arrival Date	11/4/2023
Receiving Warehouse	Default Warehouse
Receiving Bin Name	
Shipping Status	Arrived
Container Status	Received
Invoice #	10476
Order Source/SPO #	005890
Total Qty	200
Exported	Not Exported

5. Click **Save**.

Multiple Containers

To update multiple containers's statuses:

1. Go to the **Manage Shipping Container** page.
2. Search to find containers. Optionally, you can filter them by their current status:
 - a. **Shipping Status** – Show only containers with one or more **Shipping Status** values: **Arrived, Not Arrived, Shipped, Not Shipped, or Receiving Errors**.
 - b. **Container Status** – Show only containers with one or more specific **Container Status** values: **Saved, Ordered, Pending, Received, or Completed**.
 - c. **Received** – Show only containers with one or more receipt status values: **Fully Received, Partially or Fully Received, Partially Received, None or Partially Received, or Not Received**.

SHIPPING CONTAINERS

Default filters: Container ID, Container Name, Vendor, PO, PO Description, SKU, Received

Custom filters: Add filter, Container Status, Shipping Status, Is Exported

SEARCH CLEAR SAVE VIEW Sort by Created On

3. Check the boxes to the left of the containers to select them.

4. Click the blue Actions icon on the bottom right.

<input type="checkbox"/>	CONTAINER ID	VENDOR NAME	CONTAINER NAME	CREATED ON	SHIPPED ON	ETA	TOTAL QTY	TOTAL RECEIVED	TOTAL COST	STATUS
<input checked="" type="checkbox"/>	1255	Vendissimo	T-Shirt Orders Container	11/02/2023	10/31/2023	11/04/2023	200	0	\$600.00	Save
<input checked="" type="checkbox"/>	1256	Vendissimo	Hats Container	11/02/2023	11/01/2023	11/05/2023	160	0	\$800.00	Save
<input type="checkbox"/>	1242		New Shipping Container2	09/13/2023			0	0	\$0.00	Save
<input type="checkbox"/>			New Shipping							Save

5. Select from the following status-related actions:

- Receive Containers** – Mark all items in the selected containers as fully received at the warehouse. This action sets the **Container Status** to **Received** and updates the **Received On** date and any **Received** item quantities. The received inventory will appear in the selected warehouse, and the relevant POs will also update their **Status** to **Partially Received** or **Fully Received** and reflect any **Received** item quantities.
- Set Containers Status** – Update the selected containers' **Container Status** field to **Saved**, **Ordered**, **Pending**, **Received**, or **Completed**.
- Mark Arrived** – Set the **Shipping Status** of the selected containers to **Arrived** to indicate they arrived at the shipping port.
- Mark Not Arrived** – Set the **Shipping Status** of the selected containers to **Not Arrived** to indicate they have not arrived at the shipping port.
- Mark Exported** – Set the **Exported** status of the selected containers to **Exported**.
- Mark Un-Exported** – Set the **Exported** status of the selected containers to **Not Exported**.

Container Costs

Container shipping, duties & tariffs, and other expenses can be reflected in an item's **Average Cost**.

Add Cost Information

To add container costs:

- Go to the Shipping Container Details page.
- Update the **Shipping Cost** and **Cost Based Fees** fields in the **Cost Info** panel.

COST INFO	
Shipping Cost	\$30.00
Cost Based Fees	\$5.00
Total CBM In Container	10.00
Total Duties & Tariffs	\$72.00

3. Adjust the **Unit CBM**, **Duties %**, and **Tariffs %** in the **Items** panel.

AVERAGE COST	UNIT COST	TOTAL COST	UNIT CBM	DUTIES %	TARIFFS %	SHIPPING COST	SHIPPING FEE	DUTIES/TARIFFS	EXTRA COSTS	
\$45.18	\$3.00	\$300.00	0.05	8	4	\$15.00	\$2.50	\$36.00	\$53.50	
\$45.18	\$3.00	\$150.00	0.05	8	4	\$7.50	\$1.25	\$18.00	\$26.75	
\$45.18	\$3.00	\$150.00	0.05	8	4	\$7.50	\$1.25	\$18.00	\$26.75	

4. The **Total CBM In Container** and **Total Duties and Tariffs** will be calculated automatically.

5. In the **Items** panel, you can see your **Shipping Cost**, **Shipping Fee**, and **Duties/Tariffs** per item. The total amount of these three fields will be summed up as **Extra Costs**.

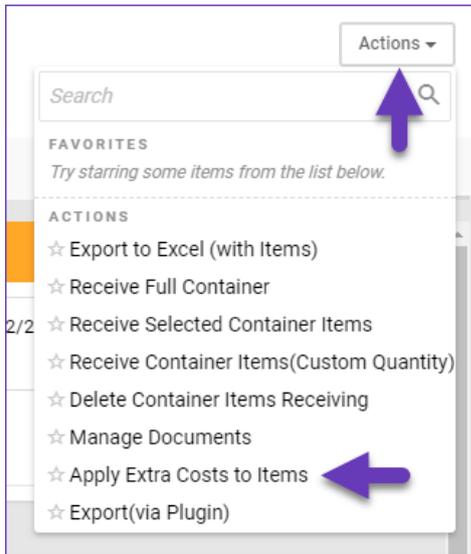
AVERAGE COST	UNIT COST	TOTAL COST	UNIT CBM	DUTIES %	TARIFFS %	SHIPPING COST	SHIPPING FEE	DUTIES/TARIFFS	EXTRA COSTS	
\$45.18	\$3.00	\$300.00	0.05	8	4	\$15.00	\$2.50	\$36.00	\$53.50	
\$45.18	\$3.00	\$150.00	0.05	8	4	\$7.50	\$1.25	\$18.00	\$26.75	
\$45.18	\$3.00	\$150.00	0.05	8	4	\$7.50	\$1.25	\$18.00	\$26.75	

Apply Costs to Products

Once you receive a container and enter all costs, you can apply the cost adjustment to your products. The adjustment amount will be the **Extra Costs** divided between all units currently in stock and factored in towards the Average Cost of the products.

To apply costs to products:

1. Go to the Shipping Container Details page.
2. Click **Actions** and select **Apply Extra Costs to Items**.



To update costs after applying an adjustment, edit the cost fields to reflect the changes and use the **Apply Extra Costs to Items** action again. This will update the existing Average Cost modification.

Related Settings

SETTING	DESCRIPTION
Validate serial globally	<i>Client setting.</i> Enables serial number validation in Skustack. Learn more about serial number validation and relevant client settings here .
Require serial scan if necessary	<i>Skustack's Warehouse Management setting.</i> When enabled, will force the user to scan serials for products that are set to require serial scan when receiving.
Use Receiving Bin	<i>Skustack's Warehouse Management setting.</i> When enabled, only allows receiving into the Receiving bin.