

Product Inventory Reserves

04/30/2025 3:21 pm CDT

Overview

Product Inventory Reserves are a key factor in keeping accurate track of your inventory in Sellercloud, as well as preventing overselling. They are product quantities deducted from the aggregate inventory of your SKUs, while the items are still in your physical warehouse.

There are two types of inventory reserves in Sellercloud:

System-Generated Inventory Reserves – also referred to as Automatic Reserves, are generated by Sellercloud as a result of any process that involves shipping inventory out of a warehouse.

Manual Product Inventory Reserves – this is inventory that you can manually set aside for channels or customers. A manual reserve has a specified quantity and a custom active time period. Sellercloud will prioritize incoming orders inventory deductions from the reserved amount.

You can also allocate specific product inventory through your [Channel Warehouse](#).

Automatic Inventory Reserves

Sellercloud generates **Automatic Inventory Reserves** for all planned inventory changes, where the movement is not instantaneous. **Sales Orders** are the most common example: whenever a paid order is created via a plugin, core integration, or manually, Sellercloud automatically deducts the ordered quantity from your [Sellable Inventory](#) while the **physical quantity** remains unchanged. This is done in order to ensure that we do not send the unshipped quantity to any sales channels. Order reserves are released when you ship the order or if you cancel, void, or delete the order, in which case the reserve is released back into the aggregate quantity.

The system creates system-generated reserves in several other cases:

- **Pending Order Reserves** – These are only available for Amazon, eBay, Magento, and Shopify. [Pending order reserves](#) are created when an order is authorized or charged on the sales channel before it is imported into Sellercloud.
- **FBA Inbound Shipments** – If you create [FBA Inbound Shipments](#) in Sellercloud to later export them to Amazon, the product quantities you add to the shipment will be reserved. This functionality is controlled by [Client Settings](#).
- **WFS Shipment Plans** – Similar to FBA, adding products to a [WFS Shipment Plan](#) in Sellercloud can also reserve the planned quantities. Ensure the necessary [Client Settings](#) are enabled.
- **Warehouse Inventory Transfers** – This specific reserve type works by only temporarily changing the transferred quantity to unsellable. This ensures that inventory is not allocated to any orders or shipments while it is being moved. Once the [transfer](#) is completed, the inventory will become sellable again, but in the new warehouse.
- **Credit Memos** – Similar to sales orders, [credit memos](#) require you to ship inventory out of your warehouse. Adding products to this type of Purchase order will result in an automatic reserve.

Automated Inventory Reserves ensure dynamic updates to the available stock and, therefore, are crucial in preventing overselling. You can see all current reserves on the [Inventory Movements](#) page in the **Product Details** toolbox.

SKU	DATE	VENDOR	COMPANY	TYPE	QTY	DETAILS	REASON	WAREHOUSE
TPLINK	01/25/2024 12:19 PM		Amazon	Order Reserve	-6	5152924		binny
TPLINK	12/13/2023 03:08 PM		Walmart	Order Reserve	-12	5150333		binny

If an order is **Unpaid**, inventory **will not** be reserved unless the channel is Wholesale. Wholesale orders always reserve inventory regardless of their payment status. This type of inventory reserve happens automatically for all **paid** and **authorized** orders. All reserves are held for 365 days, after which they are automatically released.

Manual Inventory Reserves

Manual Inventory Reserves are created specifically for a [channel](#) or a [customer](#) and have a pre-defined active time period. For the duration, the selected quantity is deducted from your overall sellable inventory. Once the designated time period concludes or the reserved quantity is depleted, the inventory reserve becomes inactive, and the quantity is returned to the overall inventory.

While the Reserve is active Sellercloud prioritizes its quantity for sales orders from the selected channel or to the specified customer.

If there already is an active **Manual Inventory Reserve** for a specific SKU, you can only create a new one if it differs by either **Channel, Customer, or Warehouse**. If the new reserve matches all conditions, you must instead edit or replace the one that is active.

Client Setting **Enable Product Manual Reserves** must be enabled for this workflow.

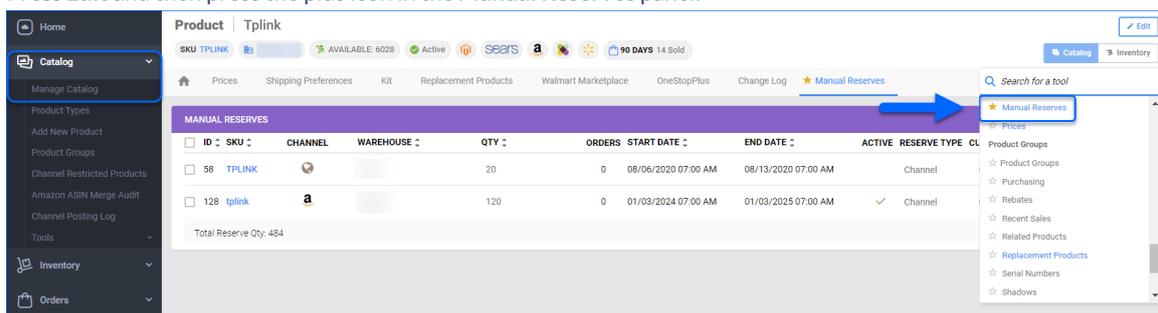
Create Manual Inventory Reserves

With Sellercloud, you can create **Individual** and **Bulk Inventory Reserves**.

Individually

To reserve inventory of individual products:

1. Navigate to **Catalog > Manage Catalog** and open your product.
2. From the **Toolbox**, select **Manual Reserves**. From this page, you can also edit existing product reserves.
3. Press **Edit** and then press the plus icon in the **Manual Reserves** panel.



4. Complete the required fields and click **Add**.
 - a. If you choose **Channel** for the **Reserve Type**, select the channel for which you are reserving. Orders coming in for that channel will first be deducted from the available reserve instead of the sellable inventory.
 - b. If you chose **Customer** for the **Reserve Type**, enter the email of the customer for whom you are reserving the products. Orders for this customer will be deducted from the reserved quantity.
 - c. Enter the product **Quantity** that you want to reserve.
 - d. Choose the **Warehouse** from which the inventory should be reserved.
 - e. Select **Start** and **End Dates**. When the duration is completed, the remaining reserved inventory will be released automatically.

ADD MANUAL RESERVE ✕

Reserve Type * Select ▼

Quantity * *quantity*

Warehouse * Select ▼

Start Date * 01/24/2024 8:15 AM 📅 ⌚

End Date * 01/24/2024 9:15 AM 📅 ⌚

CANCEL **ADD**

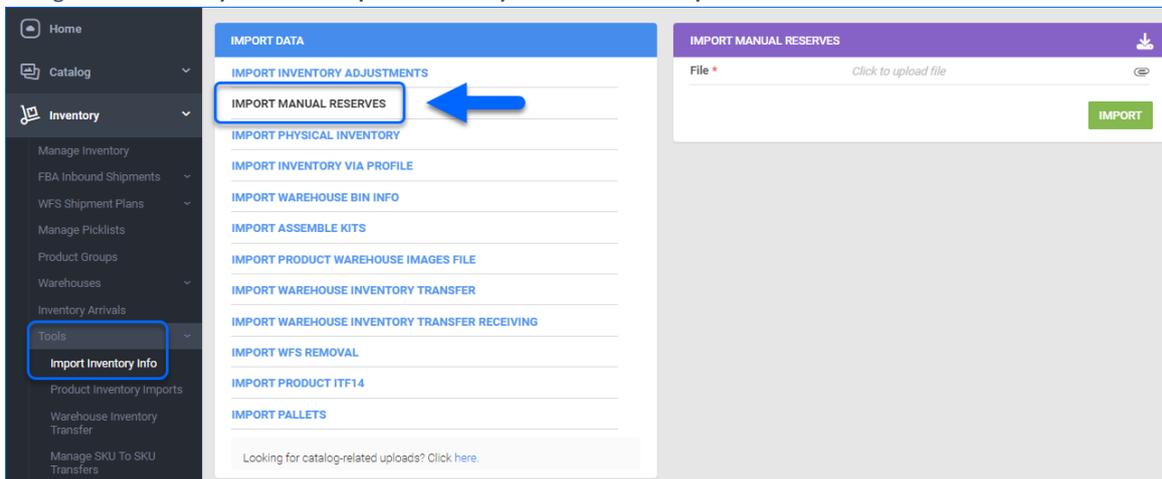
Ongoing Reserve entries will have an **Active** checkmark.

Manual reserves for **kit products** should be placed on the components unless it is an **Independent Kit**.

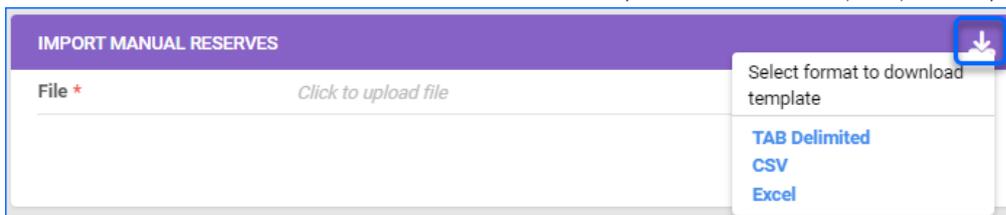
In Bulk

You also have the option to create product reserves in bulk via a file import:

1. Navigate to **Inventory > Tools > Import Inventory Info** and select **Import Manual Reserves**.



2. Click on the Download icon and select the desired file format (either **TAB Delimited**, **CSV**, or **Excel**).



3. Populate the template columns:

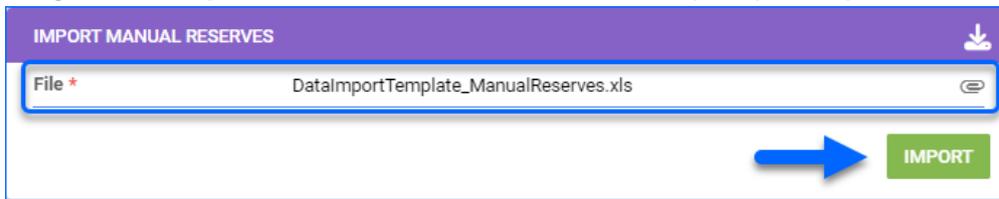
- a. **ReserveID** – Leave this field empty when creating a new reserve and the system will generate the new Reserve ID.
- b. **ProductID (required)** – The product for which you want to reserve inventory. Write the product ID in separate rows to create multiple reserve entries for the same SKU.
- c. **WarehouseName (required)** – The warehouse from which the inventory should be reserved.
- d. **StartDate (required)** – The date when the quantity will be put in reserve (MM/DD/YY).
- e. **EndDate (required)** – The date when the unused reserved quantity will return to the inventory (MM/DD/YY).
- f. **ReserveType (required)** – Enter **0** or **Customer** value for a **customer** reserve type and **1** or **Channel** for a **channel**

reserve type. Based on this column, fill in either CustomerID (column G) or OrderSource (column H).

- g. **CustomerID (required)** – The customer for whom the reserved inventory is intended. Populate this field either with CustomerID or with the customer’s email address. Leave empty if the corresponding Reserve type is Channel.
- h. **OrderSource (required)** – The channel name for which you reserve the product. Leave empty if the corresponding Reserve type is Customer.
- i. **Quantity (required)** – The quantity amount to be reserved.
- j. **_ACTION_** – Leave empty when creating a new reserve. If you want to **delete** an existing reserve, enter **DELETE** and a Reserve ID in the **Reserve ID** column.

	A	B	C	D	E	F	G	H	I	J
1	ReserveID	ProductID (required)	WarehouseName (required)	StartDate (required)	EndDate (required)	ReserveType (required)	CustomerID (required)	OrderSource (required)	Quantity (required)	_ACTION_
2										
3										

4. Navigate back to **Import Manual Reserves**, click on the **File** field to upload your template, and click **Import**.



A **Queued job** will be generated, from which you can monitor the status of the import. Once completed, the reserve will be created in Sellercloud.

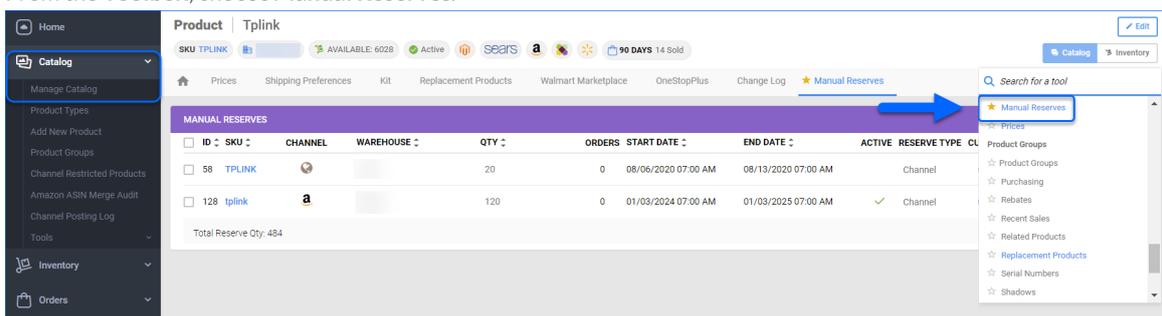
Update Inventory Reserves

You can update existing Reserves individually from the Manual Reserves page, or in bulk via a file upload.

Individually

To update existing reserves from the product’s **Manual Reserves** page:

1. Navigate to **Catalog > Manage Catalog** and select the needed product.
2. From the **Toolbox**, choose **Manual Reserves**.



3. Click on the **Edit** button and update the required field in the **Manual Reserves** panel:

- a. **Channel** – If the **Reserve Type** is **Channel**, use the dropdown menu to change the **Channel**.
- b. **Warehouse** – Select the warehouse from which the inventory should be reserved.
- c. **Qty** – Update the reserved inventory quantity.
- d. **Start Date** – The date when the quantity will be put in reserve.
- e. **End Date** – The date when the unused reserved quantity will return to the available inventory.

f. **Reserve Type** – Select to reserve inventory for either **Client** or a **Channel**.

g. **Customer Name** – If the **Reserve Type** is **Client**, enter the respective email address.

The screenshot shows a table titled 'MANUAL RESERVES' with the following columns: ID, SKU, CHANNEL, WAREHOUSE, QTY, ORDERS, START DATE, END DATE, ACTIVE, RESERVE TYPE, CUSTOMER NAME, CREATED BY, and CREATED ON. Two rows are visible. The first row has ID 58, SKU TPLINK, CHANNEL Website, WAREHOUSE ZTE, QTY 20, ORDERS 0, START DATE 08/6/2020 7:00 AM, END DATE 08/13/2020 7:00 AM, ACTIVE (unchecked), RESERVE TYPE Channel, and CREATED ON 08/06/2020 05:30 PM. The second row has ID 128, SKU tplink, CHANNEL Amazon, WAREHOUSE binny, QTY 120, ORDERS 0, START DATE 01/3/2024 7:00 AM, END DATE 01/3/2025 7:00 AM, ACTIVE (checked), RESERVE TYPE Channel, and CREATED ON 01/03/2024 05:42 PM. A 'Total Reserve Qty: 484' is shown at the bottom. Blue boxes highlight the 'CHANNEL', 'WAREHOUSE', 'QTY', 'START DATE', 'END DATE', and 'RESERVE TYPE' columns.

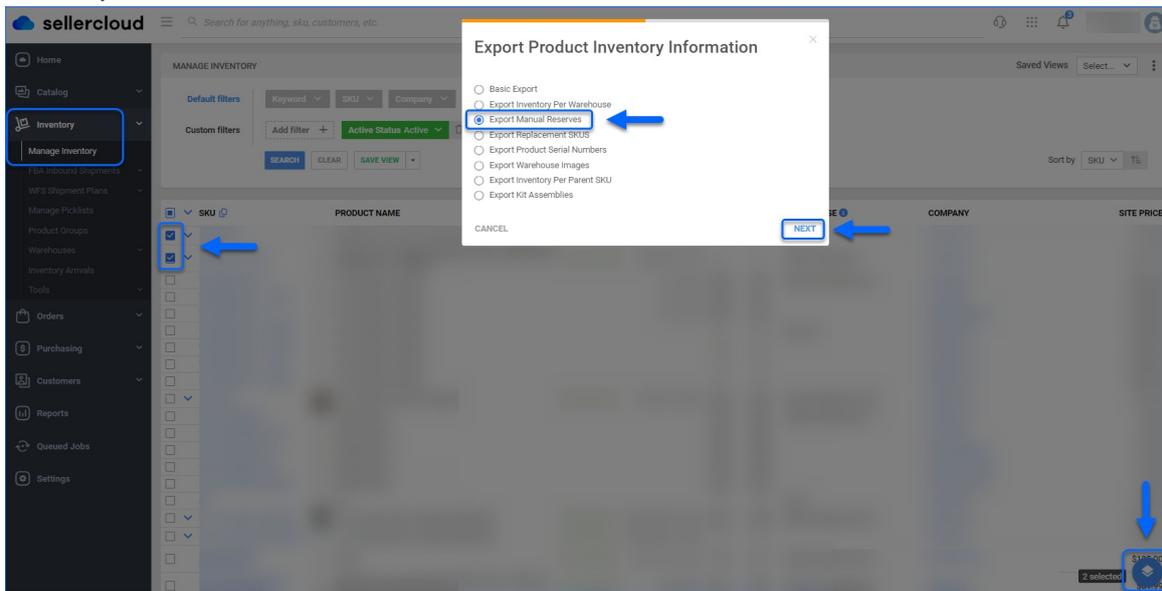
4. Click the **Delete** icon on the far right next to a reserve to remove it. You can also delete multiple entries by selecting them and clicking the **Delete** icon in the panel's top right corner.

This screenshot is identical to the previous one but highlights the delete icons. A blue arrow points to the delete icon (a trash can) on the far right of the first row. Another blue arrow points to a delete icon in the top right corner of the table's header area.

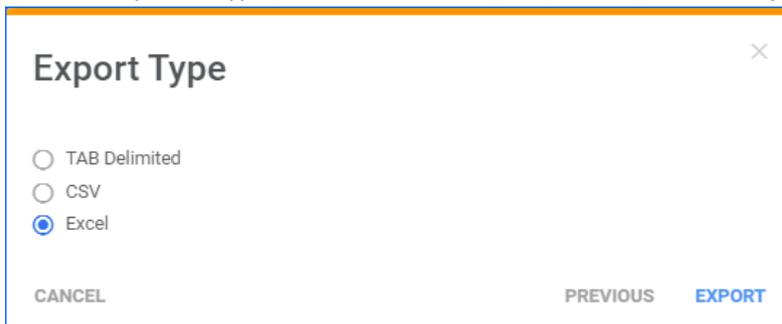
In Bulk

You can also update one or several products' reserves via a file import:

1. Navigate to **Inventory > Manage Inventory** and select the desired products.
2. Press the **Action** icon and select **Export Products (Inventory)**.
3. Check **Export Manual Reserves** and click **Next**.

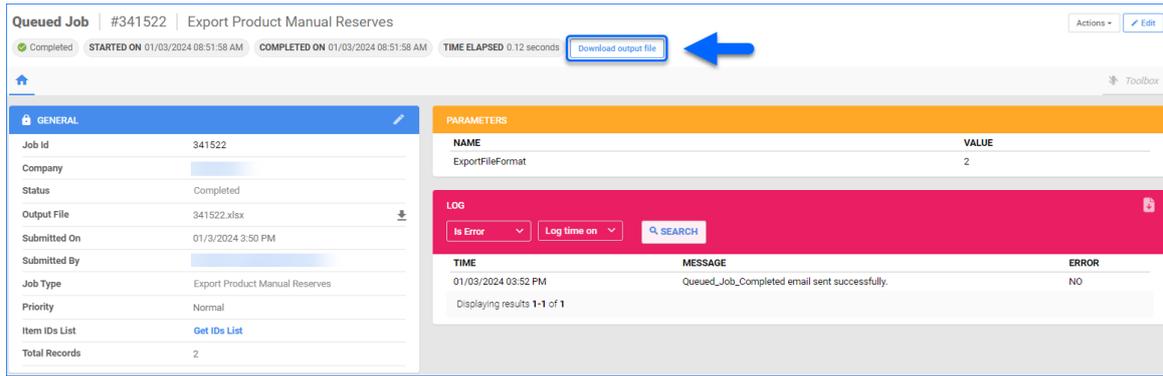


4. Select the export file type (either **TAB Delimited**, **CSV**, or **Excel**) and click **Export**.



5. A **Queued job** will be generated, from which you can monitor the status of the export. Once completed, open the finished

job and click on the **Download output file** button.



6. Open the downloaded file, change the **Quantity** as desired, and delete the **RemainingReserved** column.

	A	B	C	D	E	F	G	H	I	J
1	ReserveID	ProductID	WarehouseNar	StartDate	EndDate	ReserveTy	CustomerID	OrderSource	Quantity	RemainingReserved
2	117					1		eBayOrder	434	0
3	118					0		Local_Store	2	0
4	127					0			5	0
5										
6										

7. Once done, navigate to **Inventory > Tools > Import Inventory Info** and select **Import Manual Reserves**.

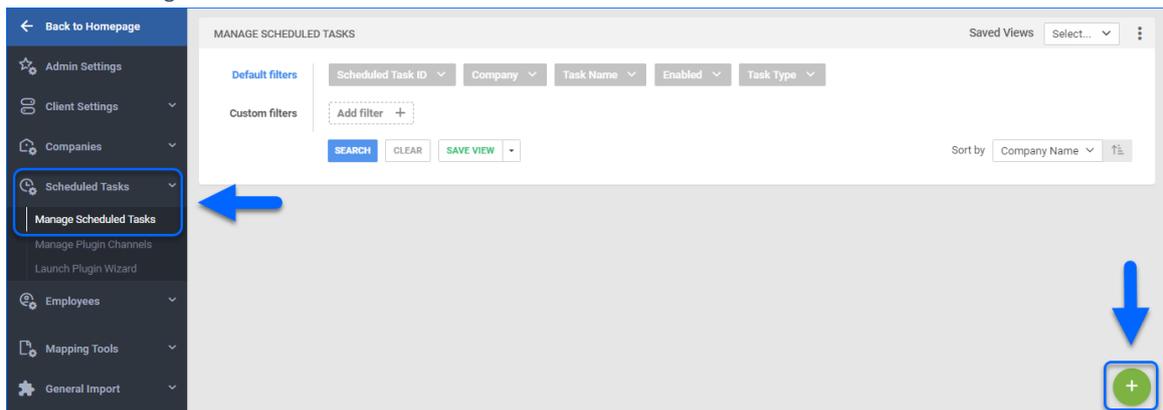
8. Upload the saved file and click **Import**.

A **Queued job** will be generated, from which you can monitor the status of the import. Once completed, the reserve/s will be updated.

Schedule Reserves Export

For periodic reserves evaluations, you can schedule an export with existing product reserves:

1. Navigate to **Settings > Schedule Tasks > Manage Schedule Tasks**.
2. Click on the **+** sign to create a new schedule task.



3. In the **Create New Schedule Task** popup, populate the below details and click **Create**:

- a. **Task Type** – Select **Export General** from the dropdown.
- b. **Task Name** – Add a task title.
- c. **Job Subtype** – Select **Product Manual Reserves** from the dropdown.
- d. **Company** – Indicate for which company is the scheduled task.
- e. **Start Time** – Choose the task's start time.

CREATE NEW SCHEDULED TASK

Task Type * Export General

Task Name * Task Name

Job Subtype * Product Manual Reserves

Company *

Start Time * 01/3/2024 12:00 AM

CANCEL CREATE

4. A success message will appear with a hyperlink to the new scheduled task. Open the task and configure the details. Then, flip the toggle to **Enable** it.

Scheduled Task | #1486 | Export_General

Enabled HISTORY

GENERAL

Task Name

Task Type Export_General

Company

Priority Normal

Note

DETAILS

Job Subtype Product Manual Reserves

User ID Select

Saved Search Select

File Name

EXPORT OPTIONS

Export To None

FREQUENCY

Start At 01/3/2024 12:00 AM

Recurrence

Minutes Every 30 minute(s)

Hours Every 1 hour(s)

Daily Run on these day(s): Mo Tu We Thu Fri Sa Su

Monthly Every 0 date of month Last Day Of Month

Custom Run on these day(s): Mo Tu We Thu Fri Sa Su

Time of Day Click here to select time

Existing Times

Expire Schedule Never On Date Click here to select date

EMAIL ALERTS

Send Email Alerts Upon Completion

Send Task Success Email To (Separate By Semicolon)

Send Task Failure Email To (Separate By Semicolon)

Send Task Failure Email Even If No Records Found

Related Client Settings

Here is a list of related [Client Settings](#):

- **Enable Product Manual Reserve** – When enabled, this setting allows you to create inventory reserves manually.
- **Auto Reserve when adding Product to FBA and WFS Shipment** – Enable this setting to allow the generation of **Automatic Inventory Reserves**, when adding products for FBA and WFS Shipments.
- **Auto Reserve when adding kit components to FBA and WFS Shipment** – Enable this setting to allow the generation of **Automatic Inventory Reserves**, when adding kit components for FBA and WFS Shipments.
- **Enable Warehouse Inventory Transfer Request Reserves** – When enabled, Sellercloud will reserve the inventory of products you have added to the request regardless of the transfer status.
- **Enable Warehouse Inventory Transfer Request Reserves Exclude Pending Transfer Status** – If enabled, Sellercloud will reserve the inventory of products you have added to the warehouse transfer for all statuses except for Pending. This setting requires **Enable Warehouse Inventory Transfer Request Reserves** to also be enabled.
- **Download FBA Reserved Inventory Breakdown** – If this setting and **Always Consider FBA Total Supply Quantity** are enabled, Sellercloud will download the FBA transfers and reserves from the FBA Manage Inventory report, include them in the physical quantity imported, then the reserved quantity will be deducted from your available inventory. Such FBA reserves and transfers in the [Inventory Movement](#) of a product.

To locate the above settings:

1. Navigate to **Settings > Client Settings > General Client Settings**.
 2. Flip the **Advanced** settings toggle.
 3. Search for the respective setting and once configured, click **Save**.
-

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You can also allocate specific product inventory through your [Channel Warehouse](#).

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Automated Inventory Reserves ensure dynamic updates to the available stock and, therefore, are crucial in preventing overselling. You can see all current reserves on the [Inventory Movements](#) page in the product's **Toolbox**.

Home > Search > Manage Inventory > TPLINK > Inventory Movement History

Product Name: Tplink

Product Warehouse View All Movement View FBA Movement View WFS Movement View Available Serials

ProductID: Last Physical Inventory: 2220

Warehouse: Total Inventory Change (see below): 0

Type: OrderReserve, Product Manual Reserve Calculated Physical Inventory: 2220

Date From: 3/13/2019 Reserved (Unshipped): -213

To: 1/31/2024 Non Sellable Qty: 307

Calculated Available Inventory: 1700

Aggregate Qty (Sellable): 5998

Select Action

SKU	Date	Name	Channel	Company	Type	Details	Qty	ParentSKU	Price	Cost	Adjustment Reason	Warehouse
TPLINK	01/31/2024 03:17 AM		Wholesale		OrderReserve	5153187	-9		17	8.717		binny
tplink	01/03/2024 12:00 AM				Product_Manual_Reserve	128	-120					binny
TPLINK	12/13/2023 08:08 AM		Wholesale		OrderReserve	5150333	-12		17	14.127		binny
TPLINK	12/13/2023 04:13 AM		Wholesale		OrderReserve	5150331	-12		17	14.127		binny
TPLINK	07/04/2023 06:55 AM		Wholesale		OrderReserve	5144147	-10		17	15		binny
TPLINK	05/18/2023 09:42 AM		Wholesale		OrderReserve	5141666	-50		17	14.539		Default Warehouse
							-233 Reserved					
							4330 Inventory Change					

If an order is **Unpaid**, inventory **will not** be reserved unless the channel is Wholesale. Wholesale orders always reserve inventory regardless of their payment status. This type of inventory reserve happens automatically for all **paid** and **authorized** orders. All reserves are held for 365 days, after which they are automatically released.

Manual Inventory Reserves

Manual Inventory Reserves are created specifically for a **channel** or a **customer** and have a pre-defined active time period. For the duration, the selected quantity is deducted from your overall sellable inventory. Once the designated time period concludes or the reserved quantity is depleted, the inventory reserve becomes inactive, and the quantity is returned to the overall inventory.

While the Reserve is active, Sellercloud prioritizes its quantity for sales orders from the selected channel or to the specified customer.

Client Setting **Enable Product Manual Reserves** must be enabled for this workflow.

Create Manual Inventory Reserves

With Sellercloud, you can create **Individual** and **Bulk Inventory Reserves**.

Individually

To reserve inventory of individual products:

1. Navigate to **Inventory > Manage Inventory** and open your product.
2. From the **Toolbox**, select **Manual Reserves**. From this page, you can also edit existing product reserves.

Home | Inventory | Customers | Orders | Advertising | Reports | Employees | Settings | My Account | Admin Settings | Product

Search | Manage Inventory | Add New Product | Add Product via Amazon | Add Product via Buy.com | Add Product via eBay | Add Product via JET | Add Product via OverStock | ASIN Merge Audit | Amazon Listings Audit | Bin Lot Reconcile Audit Report | Bulk Update Products | Channel Posting Log | Channel Restricted Products | Disconnected Inventory From UPC | Find ASIN Result | Import Product Info | Inventory Arrival | Inventory Transfer Report | Kit Assembly Work Orders | NewEgg.com Inbound Shipments | Pending Order Report | Product Serials Report | Purchase Manifest | Purchasing | Replace Accessory Products | Replace Kit Products | Saved Searches | Saved Searches (eBay Listings) | Unfillable Products | Warehouse Inventory Adjustments | Warehouse Inventory Import | Warehouse Inventory Transfer | WFS Shipment Plans

Home > Search > Manage Inventory > TPLINK > Product Summary

Product Name: Tplink

Product Name: Tplink

Created By: [Redacted]

Created On: 03/11/2019 01:54 PM

Aggregate Last Date: 01/22/2024 03:37 PM

Aggregate Price Date: 11/21/2023 10:28 AM

Comments: [Text Area]

Company: [Text Area]

Reserved: Unpaid: 0 UnShipped: 94 Manual Reserves: 120 Listed: 0 Pending Reserve: 0 UnExported: 7759 FBA Reserves 7 WFS Reserves 0

Pre-Sell Qty: 0

On Order: 55

Local Store Price: 0 \$ USD

Wholesale Price: 0 \$ USD

Shipping Weight: 5 lbs 7 oz

Shipping Length/Width/Height: 12.6 in 3.69 in 7.2 in

Product Weight: 4 lbs 6 oz

Product Length/Width/Height: 12 in 3 in 6 in

Shipping Package Type: Box

Qty per Case: 6

Manual Reserves

3. Click on Add New Reserve.

Home > Search > Manage Inventory > TPLINK > Manual Inventory Reserves

Product Name: Tplink

Total Reserve Qty: 466

Add New Reserve

Select Action Go

Reserve ID	ProductID	Order Source	Warehouse	Qty	Orders	Start date	End date	Reserve Type	Customer Name	Reserve By	Reserve On
Edit 58	TPLINK	Website	ZTE	20	0	08/06/2020 12:00 AM	08/13/2020 12:00 AM	OrderSource			08/06/2020 10:30 AM
Edit 128	tplink	Amazon	binny	120	0	01/03/2024 12:00 AM	01/03/2025 12:00 AM	OrderSource			01/03/2024 10:42 AM

Page size: 50 2 items in 1 pages

4. Configure the required fields:

- Warehouse** – The warehouse from which the inventory should be reserved.
- Select **Reserve Type** from the dropdown menu:
 - If you choose **Channel**, select the channel **Order Source** for which you are reserving. Orders coming in for that channel will first be deducted from the available reserve instead of the sellable inventory.
 - If you chose **Customer**, enter the **ID** of the customer for whom you are reserving the products. Orders for this customer will be deducted from the reserved quantity.
- Quantity** – The quantity amount to be reserved.
- Start Date** – The date when the quantity will be put in reserve.
- End Date** – The date when the unused reserved quantity will return to the inventory.

5. Once done, click **Save**.

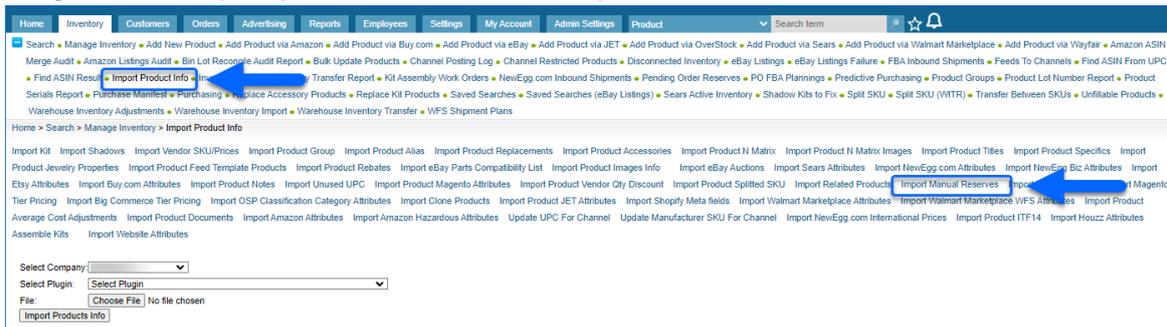
Ongoing Reserve entries will be highlighted in green.

Manual reserves for **kit** products should be placed on the components unless it is an **Independent Kit**.

In Bulk

You have the option to create product reserves in bulk via a file import:

1. Navigate to **Inventory > Import Product Info** and select **Import Manual Reserves**.



2. Click on the **Download template** button and an Excel file will be downloaded.



3. Populate the template columns:

- a. **ReserveID** – Leave this field empty when creating a new reserve and the system will generate the new Reserve ID.
- b. **ProductID (required)** – The product for which you want to reserve inventory. Write the product ID in separate rows to create multiple reserve entries for the same SKU.
- c. **WarehouseName (required)** – The warehouse from which the inventory should be reserved.
- d. **StartDate (required)** – The date when the quantity will be put in reserve (MM/DD/YY).
- e. **EndDate (required)** – The date when the unused reserved quantity will return to the inventory (MM/DD/YY).
- f. **ReserveType (required)** – Enter **0** or **Customer** value for a **customer** reserve type and **1** or **Channel** for a **channel** reserve type. Based on this column, fill in either CustomerID (column G) or OrderSource (column H).
- g. **CustomerID (required)** – The customer for whom the reserved inventory is intended. Populate this field either with

CustomerID or with the customer's email address. Leave empty if the corresponding Reserve type is Channel.

- h. **OrderSource (required)** – The channel name for which you reserve the product. Leave empty if the corresponding Reserve type is Customer.
- i. **Quantity (required)** – The quantity amount to be reserved.
- j. **_ACTION_** – Leave empty when creating a new reserve. If you want to **delete** an existing reserve, enter **DELETE** and a Reserve ID in the **Reserve ID** column.

	A	B	C	D	E	F	G	H	I	J
1	ReserveID	ProductID (required)	WarehouseName (required)	StartDate (required)	EndDate (required)	ReserveType (required)	CustomerID (required)	OrderSource (required)	Quantity (required)	_ACTION_
2										
3										

4. Navigate back to **Import Products Manual Reserves**, click on the **Choose File** field to upload your template, and click

Upload Manual Reserves.



A **Queued job** will be generated, from which you can monitor the status of the import. Once completed, the reserve will be created in Sellercloud.

Update Inventory Reserves

If required, you can update existing reserves from the product's **Manual Reserves** page and via a file.

Individually

From a product's Manual Reserves page, you can update its existing reserves:

1. Navigate to **Inventory > Manage Inventory** and select the needed product.
2. From the **Toolbox**, choose **Manual Reserves**.
3. Click on the **Edit** button next to the **Manual Reserve** that you intend to update.

Reserve ID	ProductID	Order Source	Warehouse	Qty	Orders	Start date	End date	Reserve Type	Customer Name	Reserve By	Reserve On
58	TPLINK	Website	ZTE	20	0	08/06/2020 12:00 AM	08/13/2020 12:00 AM	OrderSource			08/08/2020 10:30 AM
128	tlink	Amazon	binny	120	0	01/03/2024 12:00 AM	01/03/2025 12:00 AM	OrderSource			01/03/2024 10:42 AM
129	bonanza			12	0	01/15/2024 12:00 AM	05/25/2024 12:00 AM	OrderSource			01/24/2024 04:07 AM

4. Configure the available options:

- a. **Warehouse** – Select the warehouse from which the inventory should be reserved.
- b. **Reserve Type** – Choose from the dropdown:
 - i. **Order Source** – If chosen, select the channel **Order Source** for which you are reserving. Orders coming in for that channel will first be deducted from the available reserve instead of the sellable inventory.
 - ii. **Customer** – If chosen, enter the **ID** of the customer for whom you are reserving the products. Orders for this customer will be deducted from the reserved quantity.
- c. **Quantity** – Update the reserved inventory quantity.
- d. **Start Date** – The date when the quantity will be put in reserve.
- e. **End Date** – The date when the unused reserved quantity will return to the inventory.

5. Once done, click **Save**.

Home > Search > Manage Inventory > TPLINK > Manual Inventory Reserves > Reserve Details

Product Name: Tplink

ProductID:

Warehouse:

Reserve Type:

Customer ID:

Order Source:

Quantity:

Start Date:

End Date:

OrderID	Qty	Order Date
No records to display.		

6. You can delete each product Reserve entry by selecting the required checkbox, choosing **Delete** from the **Select Action** dropdown menu and clicking **Go**.

Home > Search > Manage Inventory > TPLINK > Manual Inventory Reserves

Product Name: Tplink

Total Reserve Qty: 478

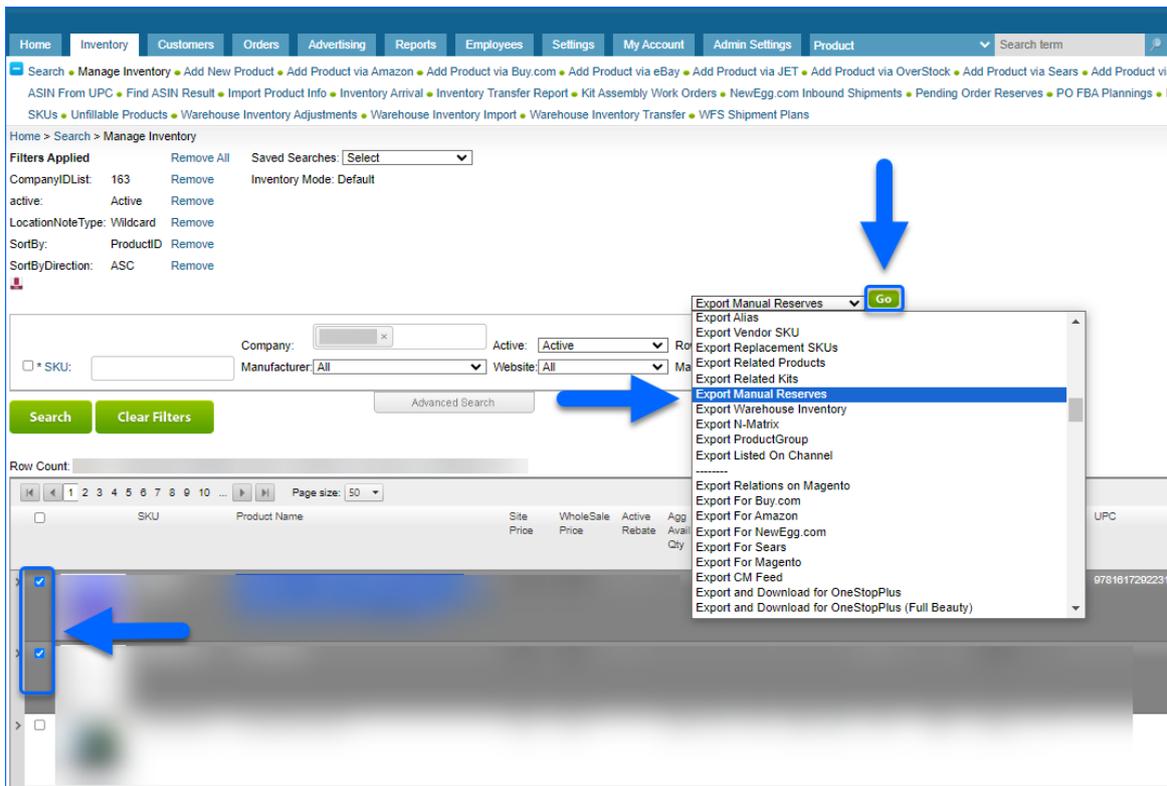
Add New Reserve

Reserve ID	ProductID	Order Source	Warehouse	Qty	Orders	Start date	End date	Reserve Type	Customer Name	Reserve By	Reserve On
<input type="checkbox"/> Edit 58	TPLINK	Website	ZTE	20	0	08/06/2020 12:00 AM	08/13/2020 12:00 AM	OrderSource			08/06/2020 10:30 AM
<input checked="" type="checkbox"/> Edit 128	tplink	Amazon	binny	120	0	01/03/2024 12:00 AM	01/03/2025 12:00 AM	OrderSource			01/03/2024 10:42 AM
<input checked="" type="checkbox"/> Edit 12	TPLINK	Bonanza	Default Warehouse	12	0	01/15/2024 12:00 AM	05/25/2024 12:00 AM	OrderSource			01/24/2024 04:07 AM

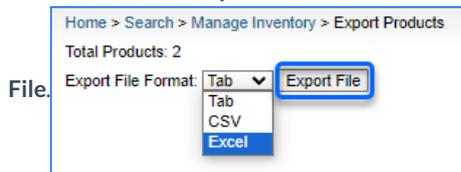
In Bulk

You can utilize a file to update one or several products' reserves:

1. Navigate to **Inventory > Manage Inventory** and search for the desired products.
2. From the **Select Action** dropdown, choose **Export Manual Reserves** and click **Go**.

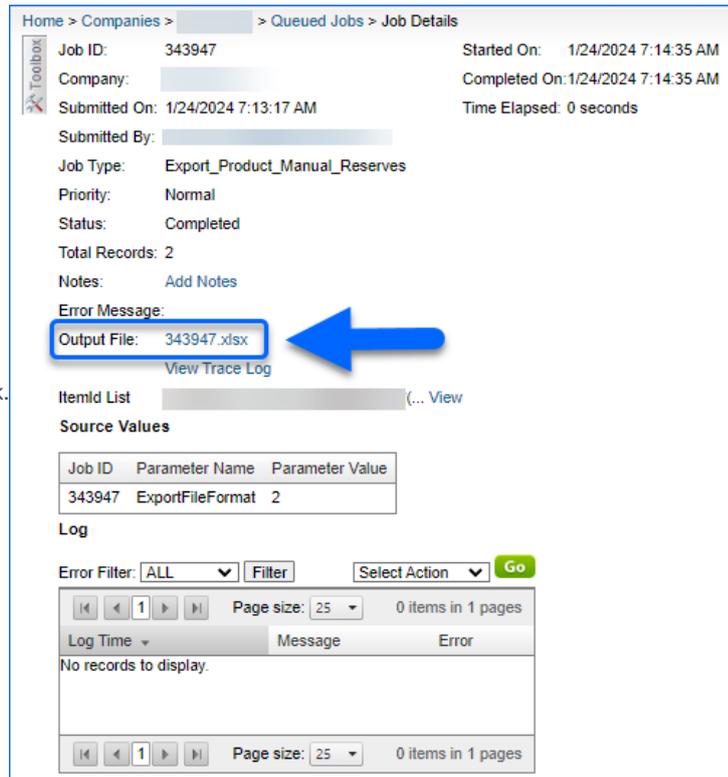


3. Select the desired **Export File Format** from the dropdown menu (either **TAB Delimited**, **CSV**, or **Excel**) and click **Export**



4. A **Queued job** will be generated, from which you can monitor the status of the export. Once completed, open the finished

job and click on the **Output File** link.



5. Open the downloaded file, change the **Quantity** as desired, and delete the **RemainingReserved** column.

	A	B	C	D	E	F	G	H	I	J
1	ReserveID	ProductID	WarehouseName	StartDate	EndDate	ReserveType	CustomerID	OrderSource	Quantity	RemainingReserved
2	117					1		eBayOrder	434	0
3	118					0		Local_Store	2	0
4	127					0			5	0
5										
6										

6. Once done, navigate to **Inventory > Import Product Info** and select **Import Products Manual Reserves**.

7. Upload the saved file and click on the **Upload Manual Reserves**.



A **Queued job** will be generated, from which you can monitor the status of the import. Once completed, the reserve/s will be updated.

Schedule Reserves Export

For periodic reserves evaluations, you can schedule an export with existing product reserves:

1. Navigate to **Settings > Select a company** and from its **Toolbox**, choose **Schedule Tasks**.
2. From the New Task Type dropdown, select the **Export General** as a **Task Type** and click **Go**.
3. On the following page, populate the below details:
 - a. **Job Subtype** – Select **Product Manual Reserves** from the dropdown.
 - b. **Task Name** – Add a task title.
 - c. **Task Type** – Select **Export General** from the dropdown.
 - d. **Start Time** – Choose the task's start time.
 - e. **Recurrence** – Determine the occurring schedule for your task.
4. Configure the rest of the **Export Task** details as required.
5. Once done with the task configuration, check the **Scheduled Enabled** box and **Save** the task.

Home > Companies > > Scheduled Tasks > General Export

Job Subtype:

Schedule Enabled

Task Name:

Start Time:

Recurrence:

Minutes Every hour(s)

Hourly

Daily

Weekly

Monthly

Custom

Expire Schedule

Never On Date

Queued Job Note:

Queued Job Priority:

Enable Email alerts on Complete

Send task success emails to (separate multiple emails by semicolon (;)):

Send task failure emails to (separate multiple emails by semicolon (;)):

Send task failure email even if no record found

Export To:

User ID:

Saved Search:

File Name:

Related Client Settings

Here is a list of related [Client Settings](#):

- **Enable Product Manual Reserve** – When enabled, this setting allows you to create inventory reserves manually.
- **Show Reserved Qty Column in Manage Inventory Grid** – Enable this setting to display the products' reserved quantity in the Manage Inventory grid.
- **Auto Reserve when adding Product to FBA and WFS Shipment** – Enable this setting to allow the generation of **Automatic Inventory Reserves**, when adding products for FBA and WFS Shipments.
- **Auto Reserve when adding kit components to FBA and WFS Shipment** – Enable this setting to allow the generation of **Automatic Inventory Reserves**, when adding kit components for FBA and WFS Shipments.
- **Enable Warehouse Inventory Transfer Request Reserves** – When enabled, Sellercloud will reserve the inventory of products you have added to the request regardless of the transfer status.
- **Enable Warehouse Inventory Transfer Request Reserves Exclude Pending Transfer Status** – If enabled, Sellercloud will reserve the inventory of products you have added to the warehouse transfer for all statuses except for Pending. This setting requires **Enable Warehouse Inventory Transfer Request Reserves** to also be enabled.
- **Predictive Restocking: Do not include Reserved in FBA Available Qty** – When enabled, this setting excludes FBA Reserves from the FBA Available quantity for Predictive Restocking calculations.
- **Predictive Restocking: Consider FC Transfer and FC Processing as reserved** – If enabled, Sellercloud will include FC Processing and FC Transfer quantities as Reserved quantity rather than Available quantity.
- **Download FBA Reserved Inventory Breakdown** – If this setting and **Always Consider FBA Total Supply Quantity** are enabled, Sellercloud will download the FBA transfers and reserves from the FBA Manage Inventory report, include them

in the physical quantity imported, then the reserved quantity will be deducted from your available inventory. Such FBA reserves and transfers in the [Inventory Movement](#) of a product.

To locate the above settings:

1. Navigate to **Settings > Client Settings**.
 2. Search for the respective setting and once configured, click **Save**.
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