## How do I activate the stock system for a location?

If you work for the first time with our stock system, it may be that you receive a message: "Please, please select a supplier for the location." This means that the location, which is linked to an order, doesn't have a stock. If you want to change this, you must create a supplier and linked it to the location.

## 1. Create a supplier

Go to the "Maintenance" tab - "Third parties" - "Suppliers"

6	PlanManager				He	lp	Workshop	Job	P	lanning	Report	Maintenance	System	Car Fleet	Invoicin	
<ul> <li>Bac</li> </ul>	Organisation	Third Parties 2	( Types	Part Types	Standard Jobs	Comm Temp	olates Catalo	g Tablet	Vehicle	Checklists	•			English (United	Kingdom) 🔻	
		Owners														
Supp	lier Editor										_				[Edit]	
Name		Surveyors	epartmen	it		Numb	er 10	)			Discou	nt (%)	Discount (	%)		
Addre	SS	Insurers				Tel	Te				Inform	exnr	Informexnr			
Postc	ode	Suppliers 3				4 Fax Mobile Email		Fax Mobile Email			Iban		Iban	Iban		
Town	/City										Bic		Bic	Bic		
Coun	try	Brokers	n	<b>.</b>							Display	Comment		Comment		
Busin	ess Number	Customer Types	ber			Conta	act C	Contact			Comm	Comment				
VAT P	ercentage	Titles	,			Langu	Jage E	nglish (Unite	d Kingdon	n)	•					
Title						Туре	2	Product	5							
					_			Services							A	
		5 Save Dele	te Lini	k To Albatros												

Then click the "New" button and fill out the form. Then click "Save"

## 2. Bind a supplier to a location

Once you create the supplier, you must still link it to a location (site). Go to the "Maintenance" tab - "Organization" - "location"

Location Edite	or [Edit]		New	Results: View	ing items 1-3 of 3.						Previous   1   Next
Name	Demo Repair Services		Name		Address	Postcode	Town/City	Tel	Fax	Email	
Address	Kerkstraat 22	*	Demo Repa	ir Services	Kerkstraat 22	9170	Sint-Gillis-Waas				
Postcode	9170	*	All Car Rep	air							
Town/City	Sint-Gillis-Waas	*	Deans Bod	y Repair	1 Forum	RG9 9BV	Reading	0800 1234567	0200 7654321	dean.weller	@audatex.co.uk
Country	Belgium 💌										
Tel											
Fax											
Email											
Website											
Contact					Ν						
Bank Iban					63						
Bank Bic											
Business Number	BE0823243651										
Rpr	Namur										
Stock	Internal Parts Department										

Then click on the desired site. Data from this site will be displayed in the left screen. Select the supplier you created and click on "Save"

Page 2 / 3 (c) 2025 InSyPro <christof@insypro.com> | 2025-07-05 22:26 URL: http://faq.insypro.com/index.php?action=artikel&cat=0&id=530&artlang=en Unique solution ID: #1554 Author: Jean-Marie Last update: 2021-11-10 15:42

> Page 3 / 3 (c) 2025 InSyPro <christof@insypro.com> | 2025-07-05 22:26 URL: http://faq.insypro.com/index.php?action=artikel&cat=0&id=530&artlang=en