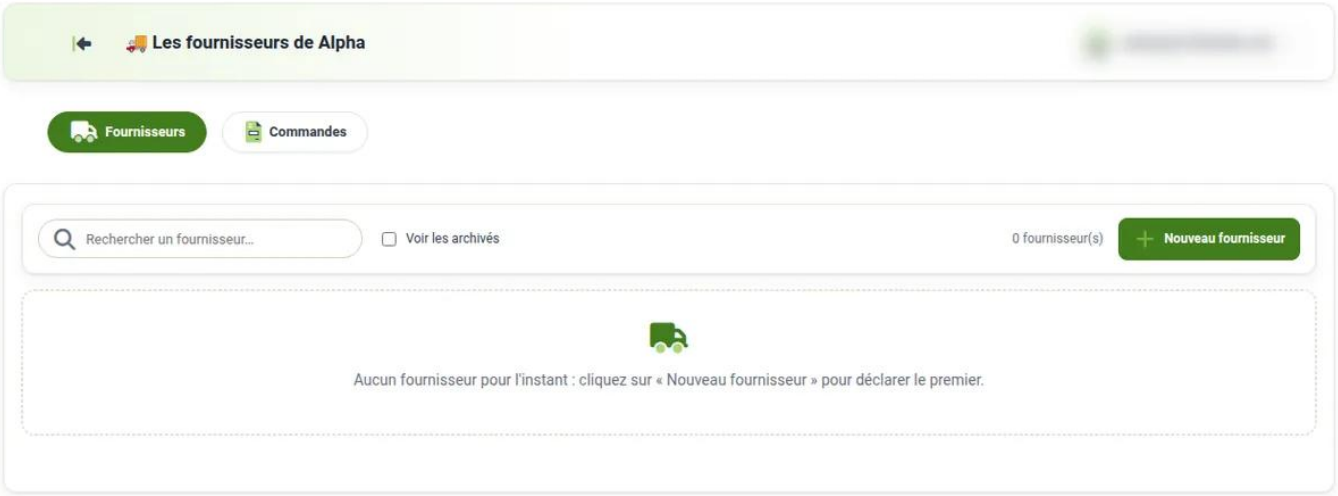
Catalogue Management

How do I order from my suppliers?

Open the “Suppliers” menu in the back office.



- **Suppliers**: record each supplier and, for each of your products, its purchase price, minimum quantity and pack size;
- **Orders**: prepare a purchase order; quantities are rounded to the pack size and the purchase order is available as a PDF or sent by email;
- **Receiving**: enter the quantities received, even across several deliveries: your product stock is updated automatically.

Each order shows its status: draft, sent, confirmed, partly received, received or cancelled.

Attached files:

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