

Inventory Storage Using Godowns/Locations in Tally ERP 9

Godowns or **Locations** in Tally ERP 9 are used to manage inventory stored at different physical or virtual locations. They help in tracking stock items separately for each location, providing better control over inventory and facilitating efficient inventory management.

Features of Godowns

- **Location-wise Tracking:** Maintain stock records separately for each godown.
- **Movement Control:** Track the movement of goods between different godowns.
- **Valuation:** Perform location-wise inventory valuation.
- **Reporting:** Generate godown-specific inventory reports.

If you manage your inventory in multiple physical locations - such as shops, warehouses, bins, racks, cabinets, and so on - you can use the Godowns/Locations capability of Tally.ERP 9.

You can also track the inventory for your projects, different manufacturing stages, including the stock moving in or out of your business premises for a consignment sale or job work. You can view stock reports for each godown and account for the movement of stock between godowns.

Create & group godowns

Like other masters, such as Ledger Group, Stock Group, Stock Category, and Cost Centre, you can create individual godowns or multiple godowns in a hierarchy. You can use Godowns/Locations to create a hierarchy for shelves, bins, and even sections of a warehouse; and continue to see the details of the materials at the top level as well as at each individual level.

For example, you can simply create Warehouse A, Warehouse B, and Warehouse C, or you can create Southern Region, with Warehouse A and Warehouse B under it, and Eastern Region, with Warehouse C and Warehouse D under it. Then, you can get the total inventory in Southern Region, and the inventory in Warehouse B.

Use multiple godowns

After creating godowns, you are prompted to choose one or more godowns for every movement of inventory. This is identical to the way you would allocate Cost Centre details, Order details, and so on. You can put all your stock into a single godown or use multiple godowns. For example, you can buy 1000 tons of an item, and split it as 300 tons in Warehouse A, and 700 tons in Warehouse B using the same purchase transaction.



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Create Godowns/Locations

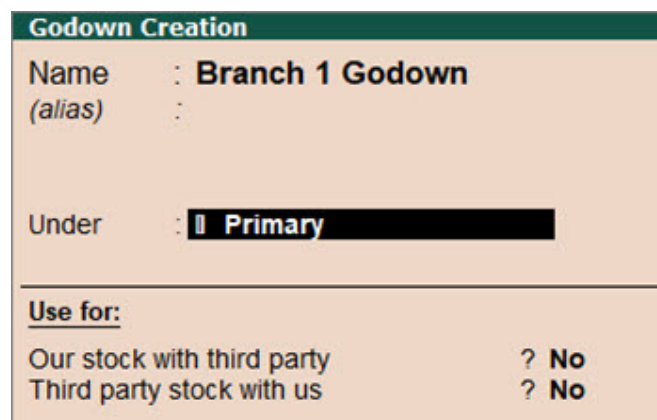
When you create a Godown/Location in Tally.ERP 9 for the first time, you are prompted to alter the existing internal godown (Main Location), where all your inventory is stored by default.

1. Gateway of Tally > Inventory Info. > Godown > Single Godown > Create .

Note: If you do not see the Godown option in Gateway of Tally, press F11 (Features) > Inventory Features > and set Maintain multiple Godowns: Yes .

2. Name & alias : As in other masters, you can specify multiple aliases for the godown name.

3. Under : Select Primary or an existing godown.



Note: As in the case of other ledgers and groups, Primary is the root folder under which you can create a godown. The Main Location under Primary is an internal godown where Tally.ERP 9 maintains all your inventory by default. If you create a godown under Primary, it is created at the same level as that of Main Location. If you select Main Location, it becomes the parent godown for the godown you create.

Click to see the F12 configurations for godowns .

4. Accept the Godown master. As always, you can use Ctrl + A to save.

As in all other masters, you can create godowns on the fly by using Alt + C or move back and forth using Page Up and Page Down . See more >>

Create multiple Godowns/Locations

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If you have stored your inventory in more than one location, in Tally.ERP 9 you can choose to create godowns one by one, or create multiple godowns from a single screen. You can choose the parent godown from the same screen when creating multiple godowns.

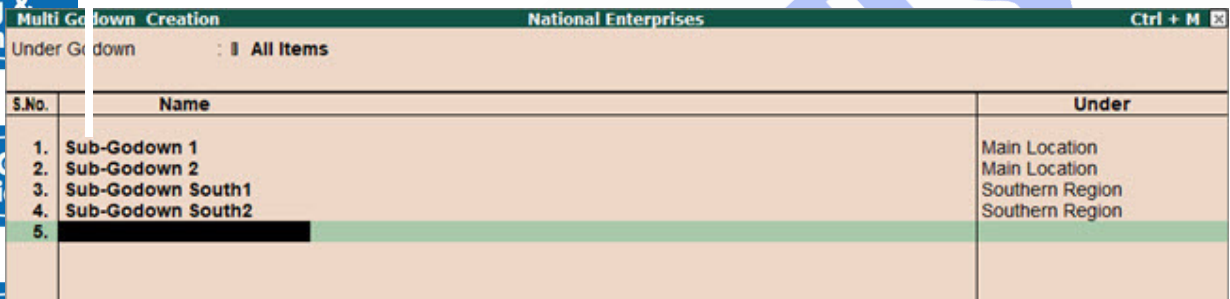
1. Gateway of Tally > Inventory Info. > Godowns > Multiple Godowns > Create .

2. Under Godown : Select the parent godown.

- Selecting All Items allows you to choose the parent godown for each godown you create.

- Selecting any other godown is considered the only parent godown for all the godowns you create. However, you can change the hierarchy anytime later to suit your business preferences.

A sample Multi Godown Creation screen is shown below.



S.No.	Name	Under
1.	Sub-Godown 1	Main Location
2.	Sub-Godown 2	Main Location
3.	Sub-Godown South1	Southern Region
4.	Sub-Godown South2	Southern Region
5.		

What you see on the screen can vary based on your choices. Press F12 (Configure) to change the options.

- Type the godown name in each line as you would need, and select the parent godown (if you have selected All Items).

Allocate stock items to Godowns/Locations

Item allocation using Stock Item master : To allocate stock items you can:

1. Create a new stock item or alter an existing stock item.

2. Enter Opening Balance: Quantity > and press Enter .

The Stock Item Allocation screen appears.

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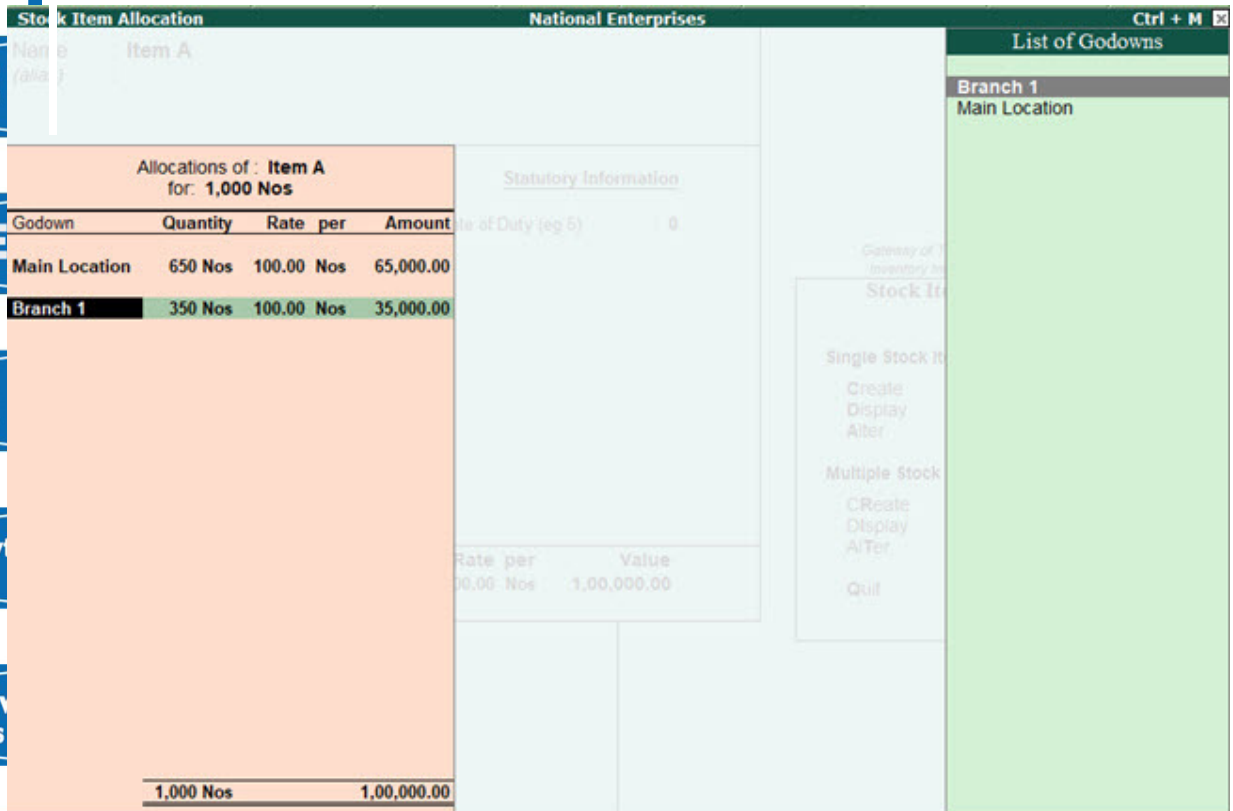
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Item allocation in transactions: If you have created new godowns, all your godowns, including Main Location, will appear for stock item allocation during voucher entry.



- In the Voucher Creation screen, select the stock item and press Enter . A sample Stock Item Allocation screen is as shown.

Allocations of : Item A for: 1,000 Nos			
Godown	Quantity	Rate per	Amount
Main Location	650 Nos	100.00 Nos	65,000.00
Branch 1	350 Nos	100.00 Nos	35,000.00
1,000 Nos			1,00,000.00



- In the Stock Item Allocation screen, provide the Quantity if UoM is defined for the item; otherwise, provide the Amount .



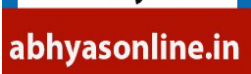
The quantities and amount entered in the allocations screen are consolidated and displayed in the voucher. The Opening Balance Quantity or Value specified in the stock item must be completely allocated among the selected godowns.



Alter, Display, and Delete Godowns/Locations



Like other masters, you can Alter or Display the godowns. You can Delete them if they are not been used in any other master or transaction.



Alter Godowns



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You can alter details of godowns, including Name and alias, and the changes will reflect in all dependent Masters, Transactions, and Reports. Use Gateway of Tally > Inventory Info. > Godowns > and select Alter .

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Display Godowns

If you want to view the details of the godown you have created, you can use: Gateway of Tally > Inventory Info. > Godowns and select Display .

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Delete Godowns

You can delete a godown if it is not used in any other master or transaction. Open the godown you wish to delete, and press Alt + D .

 NTSE

Transfer Inventory Between Godowns/Locations

You can move your stock from one Godown/Location to another using Stock Journals. In case you are into manufacturing or job work, Tally.ERP 9 provides the flexibility to use specific voucher entry modes of Stock Journal to record transfer of materials between godowns.

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1. Gateway of Tally > Inventory Vouchers > Alt + F7 (Stock Journal).

 Central Govt. Service

2. Under Source (Consumption) , specify details of the stock items that you want to transfer.

 State Govt. Services

- Select the stock item and the godown from where you want to transfer.

As always, you can create stock items and godowns on the fly by pressing Alt + C .

 LAW Entrance

- Enter the Quantity if the stock item has UoM defined. Rate will be auto-filled from the stock item master, if available. However, you may choose to enter the Rate or Amount .

You will need to enter the Amount if the stock item has no UoM defined.

 MBA Entrance

3. Under Destination (Production) , specify details of the stock items.

- Select the stock item and the destination godown. For inter-godown transfers, select the same stock item as in the Source .

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- Provide Quantity , Rate , or Amount , as needed.

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Source (Consumption)				Destination (Production)			
Name of Item	Quantity	Godown Rate	Amount	Name of Item	Quantity	Godown Rate	Amount
Item A	Branch 1 100 Nos	100.00/Nos	10,000.00	Item A	Warehouse A 100 Nos	100.00/Nos	10,000.00

Note: You can also select a different stock item as finished goods in case the source stock item is changing form, especially in case of manufacturing. For more information, refer to Manufacturing Journal Voucher .

What you see on the screen can vary based on your choices. Press F12 (Configure) to change the options and F11 (Features) to enable or disable features.

4. Accept the voucher. As always, you can use Ctrl + A to save.

You can configure printing of the stock journal to get the godown names and addresses in the voucher when printed. As in all other vouchers, press Alt + P > F12 (Configure) to explore other print configurations.

Set up destination godown : In case you are transferring stock items from one or more godowns to a single destination godown, you can pre-set the destination godown using a voucher class:

- Create a voucher class.
- Set the option Use for Inter-Godown transfers to Yes in the voucher class.

You can print the stock journal voucher with the destination godown name appearing on the top of the printed voucher.

See Transfer Journal Voucher for more information. As in all other vouchers, press Alt + P > F12 (Configure) to see other print configurations.

