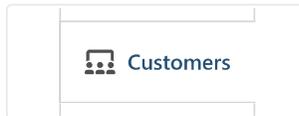


## Customers — Qty to deliver

The *Customers — Qty to Deliver* screen allows you to view a list of inventory items that are pending delivery to a specific customer. This feature helps you manage outstanding deliveries efficiently.

### Accessing the Qty to Deliver Screen

1. Navigate to the *Customers* tab.



2. Click on the figure under the *Qty to Deliver* column for the desired customer.

A screenshot of a table cell. The cell has a header row with the text 'Qty to deliver' and a data row with the number '55'. The cell is highlighted with a light blue background.

Qty to deliver
55

**Note:** If you do not see the *Qty to Deliver* column, you may need to enable it using the **Edit columns** function.

### Using the Qty to Deliver Screen

#### Creating Delivery Notes from Pending Items

Copying inventory items with non-zero quantities to a new delivery note is more efficient than creating a delivery note from scratch. To do this:

1. **Select** the inventory items with quantities greater than zero.
2. Click the **New Delivery Note** button to copy them to a new delivery note.

This process allows you to create multiple delivery notes at once for many customers, which is useful when you want to clear the *Qty to Deliver* figures across all customers and inventory items.

#### Viewing Quantities for All Customers

By default, the screen shows *Qty to Deliver* figures for a specific customer. To display quantities for all customers:

1. **Remove the customer filter** by clicking on the *X* button next to the customer's name.
2. Continue as usual:
  - **Select** the inventory items with quantities greater than zero.
  - Click the **New Delivery Note** button to copy them to a new delivery note.

## Understanding the Screen Columns

The *Qty to Deliver* screen contains the following columns:

### Customer

Displays the code and name of the customer.

### Inventory Item

Shows the code and name of the inventory item pending delivery.

### Qty to Deliver

Indicates the quantity of each inventory item that needs to be delivered. The *Qty to Deliver* figure is clickable, allowing you to view the delivery ledger for the customer and inventory item pair.

---

By utilizing the *Customers — Qty to Deliver* screen effectively, you can streamline your delivery process and ensure timely fulfillment of customer orders.