

How to Add a Patronage Category

1. Patronage Category screen can be opened in 2 ways:
 - a. Patronage > Volume Details > Category button from toolbar
 - b. Patronage > Equity Details > Category button from toolbar
2. Enter details to the grid:
 - a. Category Code – name of the patronage category. Should be unique.
 - b. Description
 - c. Purchase/Sale
 - i. Purchase – volumes will be collected from Vouchers
 - ii. Sale – volumes will be collected from Invoices
 - d. Unit/Amount
 - i. Unit – the volumes will be computed from the unit qty of the item (will automatically convert to stock unit if transaction unit is different).
 - ii. Amount – the volumes will be computed from the amount of the item(order qty * cost).
3. Click Save.