

How to Process Sales Order with Blend to Invoice

The following will show you how to process Sales Order with Blend to Invoice

- Before you proceed with the succeeding steps, make sure that:
 - Ingredients are properly configured, see [How to Add Inventory Type Item to be used as Ingredient in a Recipe](#).
 - Finished Good item is properly configured, see [How to Add Item - Finished Good Type](#).
 - Recipe is properly configured, see [How to Create a Recipe](#)
 - You have created the Sales Order that was manually blent, see [How to Add Finished Good item in Sales Order and Manually Blend it](#).
- Click on **Sales (A/R) > Activities > Sales Orders**. Open the Sales Order already created and blent.

Sales Order - Apple Spice Sales

New Save Search Delete Undo Print Unblend Pick Ticket Pick List Ship Invoice Duplicate Recurring Close

Details Instructions Payments (0) Attachments Audit Log (3) Activities (0) Approval (1)

Type Standard Recurring Bill To Apple Spice Sales PO Number Order No SO-154

Customer Apple Spice Sales Ship To Apple Spice Sales BOL No Split

Date 12/19/2017 Ordered By IRELY ADMIN Status Open Salesperson

Currency USD Ship Via Freight Term Contact Tom Green

Location 0001 - Fort Wayne Comments Maint thank you

+ Insert Open Remove Add Recipe Get Previous Details Pricing Report View Filter (F3)

Item No	Contract No	Sequence	Description	UOM	Shipped	Ordered	Discount	Tax	Currency Unit	Price	Total	Tax Group
AB1			AB1 desc	lb1	0.00	2	0.00%	0.00	USD	4.48	8.96	Test Group 1
					0.00	0	0.00%	0.00		0.00	0.00	

- To process the sales order to Invoice, click **Invoice**.

Sales Order - Apple Spice Sales

New Save Search Delete Undo Print Unblend Pick Ticket Pick List Ship Invoice Duplicate Recurring Close

Details Instructions Payments (0) Attachments Audit Log (3) Activities (0) Approval (1)

Type Standard Recurring Bill To Apple Spice Sales PO Number Order No SO-154

Customer Apple Spice Sales Ship To Apple Spice Sales BOL No Split

Date 12/19/2017 Ordered By IRELY ADMIN Status Open Salesperson

Currency USD Ship Via Freight Term Contact Tom Green

Location 0001 - Fort Wayne Comments Maint thank you

+ Insert Open Remove Add Recipe Get Previous Details Pricing Report View Filter (F3)

Item No	Contract No	Sequence	Description	UOM	Shipped	Ordered	Discount	Tax	Currency Unit	Price	Total	Tax Group
AB1			AB1 desc	lb1	0.00	2	0.00%	0.00	USD	4.48	8.96	Test Group 1
					0.00	0	0.00%	0.00		0.00	0.00	

- When the Invoice opens, click **Post** to complete the Invoice.

Invoice - Apple Spice Sales

New Save Search Delete Undo Print Add Shipment Email Duplicate Cancel Post Recurring Close

Details Prepaids and Credit Memos Instructions Post Preview Post History Payments (0) Attachments Audit Log (1) Activities (0)

Source Standard Recurring Location 0001 - Fort Wayne PO No Invoice No SI-351

Type Invoice Bill To Apple Spice Sales Deliver/Pickup Split

Customer Apple Spice Sales Ship To Apple Spice Sales Ship Date 12/19/2017 Currency USD Accrual 1

Invoice Date 12/19/2017 Ship Via Salesperson Comments Thank you for your business!

Post Date 12/19/2017 Contact Tom Green Account 12012-0001-001

+ Insert Open Quality Remove Add Recipe Get Previous Details Pricing Report View Filter (F3)

Scale Ticket No	Customer Referen	Item No	Contract No	Sequence	Description	Customer Storage	Ordered	Order UOM	Shipped	UOM	Discount %
		AB1			AB1 desc		2.00	lb1	2.00	lb1	0.00%
							0.00		0.00		0.00%

Bill To Apple Spice Sales
16125 Alta Drive
Fort Wayne, IN, 46803 United States

Item On Hand
Committed

Terms Net 30 Due Date 1/18/2018

Disc. Available 0.00 Disc. Taken 0.00

Subtotal 8.96
Shipping 0.00
Tax 0.00
Total 8.96
Amount Received 0.00
Amount Due 8.96