

How to Add Buyback Vendor

1. From Sales > Customers, create a customer - vendor entity. Enter the necessary details.
2. On Location tab, add all delivery locations. These are customer locations to which deliveries are made for the invoices.
3. Add Vendor type in Entity tab. This will open the Vendor screen.
4. Enter the details needed, then click Save button.
5. From Buybacks menu > Setup, click **New** button.
6. Enter the following details.
 - Vendor - customer/vendor entity.
 - Export File Type - specific export file type (csv, xml, text)
 - Export File & Path - specific path + filename of the file without the extension
 - Company ID 1 - user inputs company Id 1
 - Company ID 2 - user inputs company Id 2
 - Reimbursement Type - user selects if the reimbursement type - AP or AR
 - Income GL Account - displays GL Accounts

Buyback Vendor Setup - 1005575

Save Delete Search Undo Close

Vendor

Vendor: Customer Vendor A Vendor Id: 1005575 Reimbursement Type: AP

Export File Type: CSV Company ID 1: CID001 Income GL Account: 10003-0007-001

Export File & Path: C:\Export\BuybackSample Company ID 2: CID002

7. In Customer Locations panel, click **Insert** button. The Customer Locations search screen will display. This will list all the locations that were setup for the customer.
8. Select the specific location and click **Open Selected** button. Selected customer locations will be displayed on the grid.
9. Enter values for Vendor Sold To Id and Vendor Ship To Id.

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Customer Locations

+ Insert X Remove Export View Filter (F3)

Customer Location*	Vendor's Customer Location*	Vendor Sold To Id	Vendor Ship To Id
Fort Wayne	Fort Wayne	VS111	VSH222

10. Click **Save** button.