aACE Software

Making Inventory Transfers

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> This guide explains how to make inventory transfers. It is intended for advanced users.

You may need to move line item codes (LICs) from one location to another. These transfers do *not* have any cost-of-goods-sold (https://aace6.knowledgeowl.com/help/understanding-the-cogs-reconciliation-process) integrations because the value of your inventory is not changing.

1. Navigate from **Main Menu** > **Inventory** > **Inventory Adjustments**.
2. In the menu bar, click **New** > **Transfer**.
3. Enter the title and transfer details for **General Info** and **Description**.
4. In the Adjustment Items section, enter the transfer info, including **Code**, **Quantity**, **From Bin**, and **To Bin**.

5. Click **Save** and **Post**.

After you complete the transfer, the inventory movement will display on the Inventory Balances tab of each transferred LIC.

Inventory Screens After Adjustment

Once the adjustment is posted, you can locate and review the entry in the Inventory Transactions (https://aace6.knowledgeowl.com/help/working-with-inventory-transactions-inventory-lots-and-inventory-usage#InventoryTransactions) module.

Note: Entries that *use* items (i.e. shipments, jobs) can also be found in the Inventory Usage (https://aace6.knowledgeowl.com/help/working-with-inventory-transactions-inventory-lots-and-inventory-usage#InventoryUsage) module.