

Setting Business Multiple Locations or WareHouse or Storefronts

SenangUrus ERP comes with the option to handle multiple business locations or warehouse or Storefronts for your business.

A default location is added to the newly created business.

Invoice Scheme: Before creating a new location or storefront, you can define a new Invoice scheme or you can use existing invoice schemes. But having different invoice schemes for locations can help you to identify them. Invoice Scheme is invoice number format. ([Read More](#))

Invoice Layout: If you wish to have a different invoice layout for the location then you should create an invoice layout before creating a new location. ([Read More](#))

Default Selling Price Group: Select the selling price group that will be used in this location. ([Read More](#))

Payment Options: [Enable/disable payment methods](#) and [set default payment methods](#) to different payment account.

You can always change invoice scheme & Invoice Layout for a Business location anytime.

1. To create a new Business Location / Storefront or warehouse go to **“settings -> Business Locations - > Add”**

The screenshot shows the 'Business Locations' management page in the SenangUrus ERP system. The interface includes a sidebar with navigation options like Dashboard, Contacts, Item Catalogue, Purchases, Sales, Expenses, MyInvois, Manufacturing, Repair, Reports, Human Resource, and Staff Portal. The 'Settings' menu is expanded, showing 'Business Locations' as the selected option. The main content area displays a table titled 'All your business locations' with columns for Name, Location ID, Landmark, City, Zip Code, State, Country, Price Group, Invoice scheme, Invoice layout for POS, Invoice layout for sale, and Action. A red arrow points to a '+ Add' button in the top right corner of the table area. The table contains two rows of data, each with 'Edit' and 'Deactivate Location' buttons in the Action column.

2. Fill the **business details**.

Add a new business location



Name:*

Name

Location ID:

Location ID

Landmark:

Landmark

City:*

City

Zip Code:*

Zip Code

State:*

State

Country:*

Country

Mobile:

Mobile

Alternate Contact Number:

Alternate Contact Number

Email:

Email

Website:

Website

Invoice scheme:* ⓘ

Please Select

Invoice scheme for sale:*

Please Select

Invoice layout for POS:* ⓘ

Please Select

Invoice layout for sale:* ⓘ

Please Select

Default Selling Price Group: ⓘ

Please Select

Custom field 1:

Custom field 1

Custom field 2:

Custom field 2

Custom field 3:

Custom field 3

Custom field 4:

Custom field 4

POS screen Featured Products: ⓘ

3. Choose an **Invoice scheme** & **Invoice Layout** for the location.

Invoice scheme:* ⓘ

Please Select

Invoice scheme for sale:*

Please Select

Invoice layout for POS:* ⓘ

Please Select

Invoice layout for sale:* ⓘ

Please Select

When having multiple locations you will have to select the Location while adding purchases or in the pos screen.

- Inventory and transactions are managed separately for each location you create so that you can easily track and analyze them for each location.

Disabling Business Location:

Name	Location ID	Landmark	City	Zip Code	State	Country	Price Group	Invoice scheme	Invoice layout for POS	Invoice layout for sale	Action
...	Edit Settings Deactivate Location
...	Edit Settings Deactivate Location

To disable a business location click on Disable button present in List Business Location.

- After a business location is disabled any users assigned to that business location must be assigned to other non-disabled business location. 1 business location non-disabled. If all business location is disabled then the application will throw errors.
- You must keep at least 1 business location non-disabled. If all business location is disabled then the application will throw errors.

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