Consignment Stock 3 - Month End

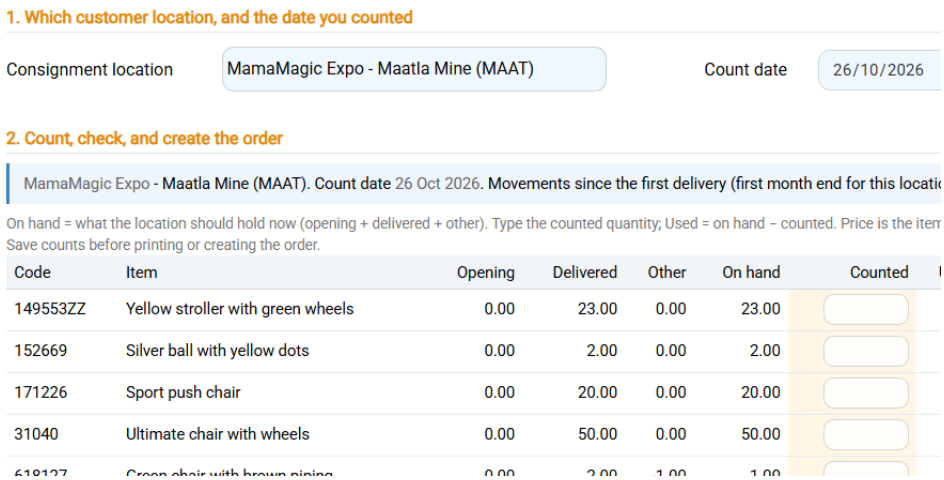
(Count, agree the statement, create the sales order for what was used)

Once a month (or whenever you count), the Consignment Stock page turns the count at the customer into a Sage sales order for what they used. Nothing is invoiced by Data Fusion: it creates the order, you confirm it and invoice it the way you always do. Worked example: the customer held 100 gaskets, you delivered 50, you count 120. Used = 100 + 50 - 120 = 30. The order is for 30 gaskets.

1) Count the stock at the customer. Write down the quantity of each item on their shelf.

2) Stock Control > Consignment Stock. Pick the consignment location, set the count date, click "Start month end". The page reads the location: Opening (what they held at the last month end), Delivered (transfers in since), Other (any adjustments since) and On hand (what they should hold at the end of the count date). The first month end for a location shows everything as Delivered.

The count date matters: the page only looks at movements up to the end of that day. A delivery sent after the customer counted is not treated as used; it rolls into next month. The count date must be after the previous month end's count date.



1. Which customer location, and the date you counted

Consignment location: MamaMagic Expo - Maatla Mine (MAAT) Count date: 26/10/2026

2. Count, check, and create the order

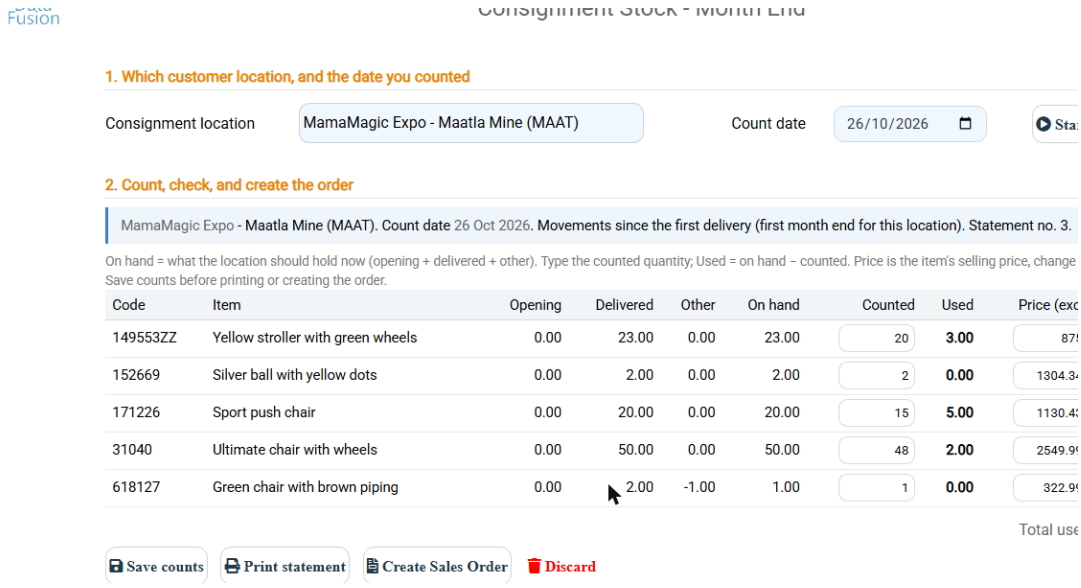
MamaMagic Expo - Maatla Mine (MAAT). Count date 26 Oct 2026. Movements since the first delivery (first month end for this locati

On hand = what the location should hold now (opening + delivered + other). Type the counted quantity; Used = on hand − counted. Price is the item
Save counts before printing or creating the order.

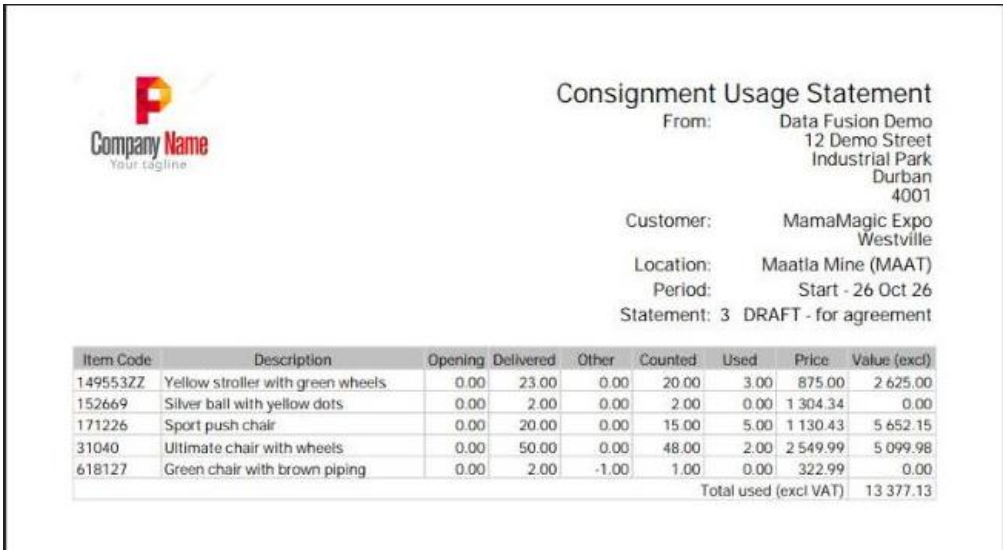
Code	Item	Opening	Delivered	Other	On hand	Counted
149553ZZ	Yellow stroller with green wheels	0.00	23.00	0.00	23.00	
152669	Silver ball with yellow dots	0.00	2.00	0.00	2.00	
171226	Sport push chair	0.00	20.00	0.00	20.00	
31040	Ultimate chair with wheels	0.00	50.00	0.00	50.00	
618127	Green chair with brown piping	0.00	2.00	1.00	1.00	

3) Type the Counted quantity on every line (0 if they have none) and click "Save counts". Used = On hand minus Counted, and the value is Used x Price. The price is the item's selling price from Sage; change it on the line if this customer pays a different price. Lines still without a count stay highlighted.

A red, negative Used means you counted MORE than the location should hold. Check that count; nothing is invoiced for that line.

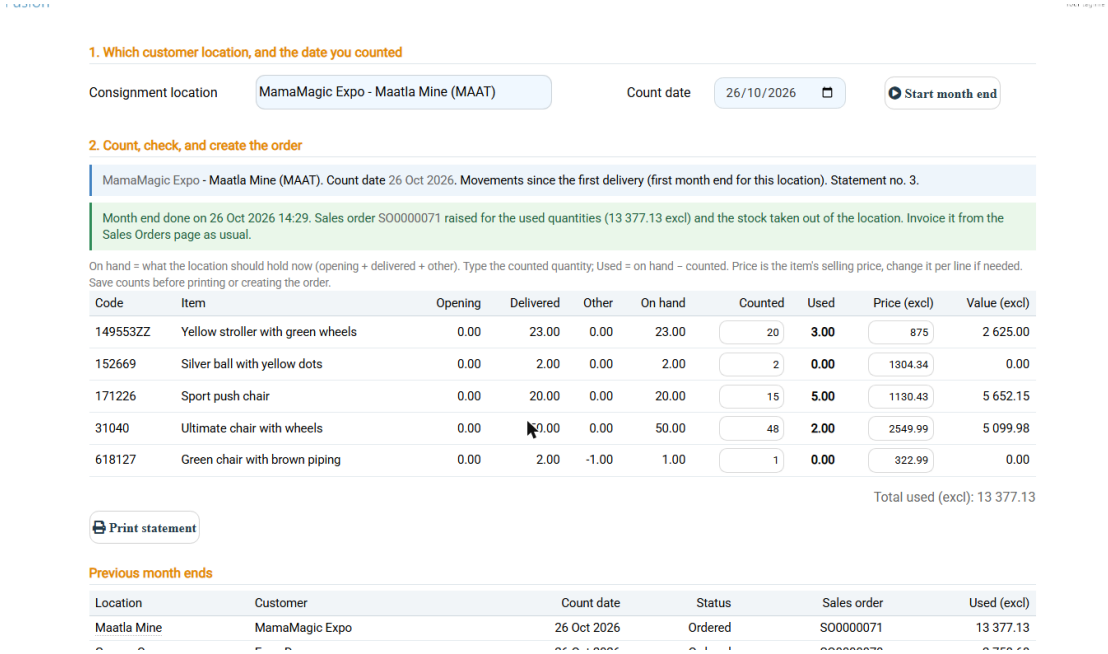


4) Click "Print statement" to get the Consignment Usage Statement. Send it to the customer to agree before anything is raised in Sage; it has a signature line. You can print it as often as you like while the count is open, and again afterwards.



5) Click "Create Sales Order" and confirm. Data Fusion raises the Sage sales order for the used quantities at the prices shown, takes those quantities out of the consignment location, and shows the order number. The page then locks: the run is complete and listed under Previous month ends.

Refused with a clear message if a line has no count, if a used item has no price, if nothing was used, or if Sage does not accept the order - in every case nothing is created or changed.



1. Which customer location, and the date you counted

Consignment location: MamaMagic Expo - Maatla Mine (MAAT) Count date: 26/10/2026 Start month end

2. Count, check, and create the order

MamaMagic Expo - Maatla Mine (MAAT). Count date 26 Oct 2026. Movements since the first delivery (first month end for this location). Statement no. 3.

Month end done on 26 Oct 2026 14:29. Sales order SO0000071 raised for the used quantities (13 377.13 excl) and the stock taken out of the location. Invoice it from the Sales Orders page as usual.

On hand = what the location should hold now (opening + delivered + other). Type the counted quantity; Used = on hand − counted. Price is the item's selling price, change it per line if needed. Save counts before printing or creating the order.

Code	Item	Opening	Delivered	Other	On hand	Counted	Used	Price (excl)	Value (excl)
149553ZZ	Yellow stroller with green wheels	0.00	23.00	0.00	23.00	20	**3.00**	875	2 625.00
152669	Silver ball with yellow dots	0.00	2.00	0.00	2.00	2	**0.00**	1304.34	0.00
171226	Sport push chair	0.00	20.00	0.00	20.00	15	**5.00**	1130.43	5 652.15
31040	Ultimate chair with wheels	0.00	50.00	0.00	50.00	48	**2.00**	2549.99	5 099.98
618127	Green chair with brown piping	0.00	2.00	-1.00	1.00	1	**0.00**	322.99	0.00

Total used (excl): 13 377.13

Print statement

Previous month ends

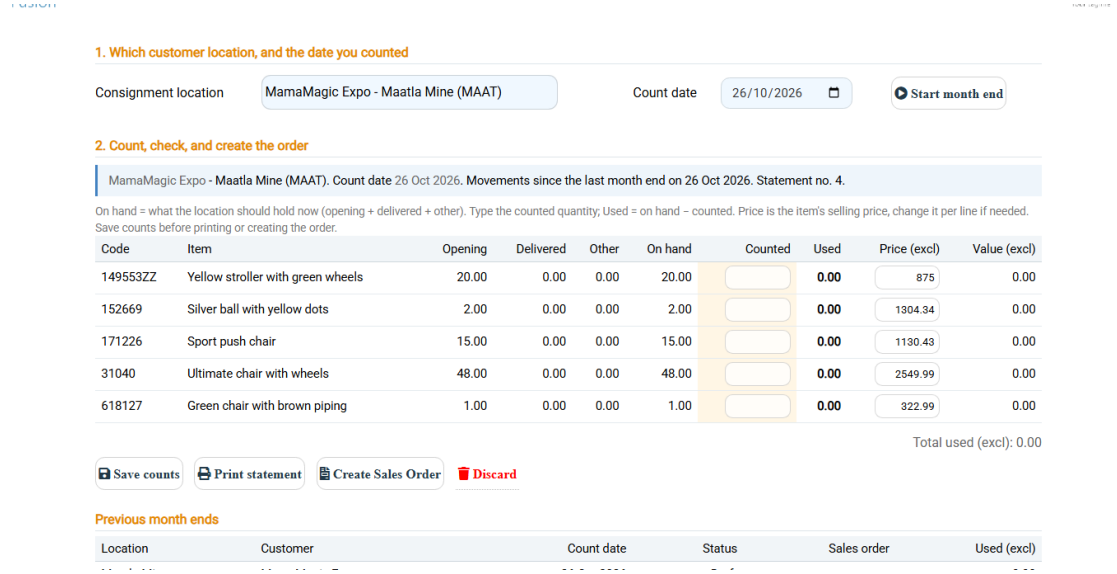
Location	Customer	Count date	Status	Sales order	Used (excl)
Maatla Mine	MamaMagic Expo	26 Oct 2026	Ordered	SO0000071	13 377.13

6) Confirm the sales order and invoice it the way you normally do. It is on the Sales Orders page like any other order; no picking slip is needed, the stock is already with the customer. Where you invoice depends on your Sage Integration setting in Company Config: if "Auto Generate Sage Tax Invoices" is off, open the order in Sage and convert it to a tax invoice there; if it is on, the order page in Data Fusion keeps a Generate Tax Invoice button that does the conversion for you. Data Fusion never raises the invoice by itself.

On a consignment usage order the Data Fusion order page shows a note and hides picking slip, job card and Update Sage SO, so it cannot be picked by mistake.

7) Next month starts from the counted figures: Opening is last month's count, Delivered is what you sent since, so the numbers always tie back to the last statement the customer agreed.

Discard: a count that has not been turned into an order can be thrown away with the Discard button; nothing is sent to Sage. A location can only have one count open at a time.



1. Which customer location, and the date you counted

Consignment location: MamaMagic Expo - Maatla Mine (MAAT) Count date: 26/10/2026 Start month end

2. Count, check, and create the order

MamaMagic Expo - Maatla Mine (MAAT). Count date 26 Oct 2026. Movements since the last month end on 26 Oct 2026. Statement no. 4.

On hand = what the location should hold now (opening + delivered + other). Type the counted quantity; Used = on hand − counted. Price is the item's selling price, change it per line if needed. Save counts before printing or creating the order.

Code	Item	Opening	Delivered	Other	On hand	Counted	Used	Price (excl)	Value (excl)
149553ZZ	Yellow stroller with green wheels	20.00	0.00	0.00	20.00		0.00	875	0.00
152669	Silver ball with yellow dots	2.00	0.00	0.00	2.00		0.00	1304.34	0.00
171226	Sport push chair	15.00	0.00	0.00	15.00		0.00	1130.43	0.00
31040	Ultimate chair with wheels	48.00	0.00	0.00	48.00		0.00	2549.99	0.00
618127	Green chair with brown piping	1.00	0.00	0.00	1.00		0.00	322.99	0.00

Total used (excl): 0.00

Save counts | Print statement | Create Sales Order | Discard

Previous month ends

Location	Customer	Count date	Status	Sales order	Used (excl)