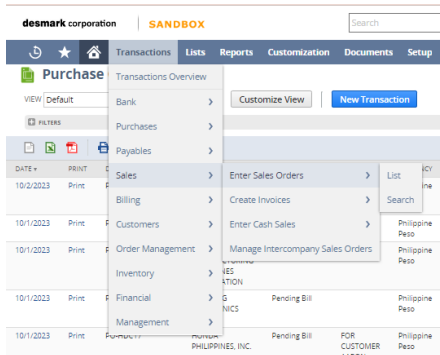


Sales Order and Invoice Creation for Individual Customer

1. Create Sales Order

Go to Sales ➡ Enter Sales Order



The screenshot shows the 'Sales Order' form in the Desmark Corporation SANDBOX interface. The form is titled 'Sales Order' and includes a search bar. The form is divided into several sections: Primary Information, Classification, and Sales Information. The Primary Information section includes fields for CUSTOM FORM, ORDER #, CUSTOMER, BIRTHDATE, BILL TO, DATE, STATUS, MEMO, and CUSTOMER CATEGORY. The Classification section includes fields for SUBSIDIARY, LEADING SUBSIDIARY, LEADING LOCATION, and LOCATION. The Sales Information section includes fields for OPPORTUNITY, CASH PRICE, TOTAL PAYABLE AFTER INTEREST, ITEM CLASS, LCR/SRP, and MONTHLY INSTALLMENT EXCLUDING REBATE. A summary table is also visible on the right side of the form.

Summary	
SUBTOTAL	0.00
DISCOUNT ITEM	0.00
TAX TOTAL	0.00
TOTAL	0.00

The screenshot shows the 'Sales Order' form in the Desmark Corporation SANDBOX interface. The form is titled 'Sales Order' and includes a search bar. The form is divided into several sections: Primary Information, Classification, and Sales Information. The Primary Information section includes fields for CUSTOM FORM, ORDER #, CUSTOMER, BIRTHDATE, BILL TO, DATE, STATUS, MEMO, and CUSTOMER CATEGORY. The Classification section includes fields for SUBSIDIARY, LEADING SUBSIDIARY, LEADING LOCATION, and LOCATION. The Sales Information section includes fields for OPPORTUNITY, CASH PRICE, TOTAL PAYABLE AFTER INTEREST, ITEM CLASS, LCR/SRP, and MONTHLY INSTALLMENT EXCLUDING REBATE. A customer search dropdown is open, showing a list of customers: AIRESH C BESONIA, AIRESH D TANTOY, AIRESH P GELLADO, AIRESH S VILLONES, IRESH A ITUM, and IRESH C CARABANES. The dropdown also includes a search bar and a 'Map' button.

2. If new customer, create first Customer Account.
Go to List---Relationships----Customers----New
-Fill in all required data.

desmark corporation | SANDBOX

Search

Transactions Lists Reports Customization Documents Setup Fixed Assets LMS

Sales Order

Save Auto Fill Cancel

Primary Information

CUSTOM FORM *
Sales Order Form

ORDER #
To Be Generated

CUSTOMER *
<Enter first few letters then tab>

BIRTHDATE

BILL TO

Map

Classification

SUBSIDIARY *
LEASING SUBSIDIARY
Desmark Group : Premio Finance Corporation

LOCATION *
ZAMPEN : Desmark Ozamis Combi

Sales Information

Lists Overview
Accounting
Supply Chain
Employees
Relationships
Website
Search
Leads
Prospects
Customers
Contacts
Vendors
Bounced Email Addresses

DATE *
10/2/2023

Fulfillment

New

Search

desmark corporation | SANDBOX

Search

Transactions Lists Reports Customization Documents Setup Fixed Assets LMS Desmark LTMS SuiteApps Support

Customer

Save Cancel

Primary Information

CUSTOM FORM *
Desmark | Customer Form

CUSTOMER ID *
JRESH M NABONG

AUTO

CATEGORY *
Regular Customer

TYPE
☐ COMPANY
☒ INDIVIDUAL

NAME *
JRESH MAI NABONG

EMAIL
jresh216@gmail.com

PHONE NUMBER
0995 096 7062

Address

Map

Primary Subsidiary: Desmark Group

Subsidiary should be Desmark Corporation, Premio Corporation, Premio Finance Corporation

desmark corporation | SANDBOX

Transactions Lists Reports

Classification

PRIMARY SUBSIDIARY *

Desmark Group
Desmark Corporation
Dupoint Management Corporation
Premio Corporation
Premio Finance Corporation

Subsidiaries Relationships Communication

SUBSIDIARY

Desmark Corporation
Premio Corporation
Premio Finance Corporation

desmark corporation | **SANDBOX** Search

Transactions Lists Reports Customization Documents Setup Fixed Assets LMS Desmark LTMS SuiteApps Support

Email | Phone | Address

EMAIL
lreshn216@gmail.com

PHONE NUMBER
0995 096 7062

Classification

PRIMARY SUBSIDIARY *
Desmark Corporation

TIN *
329-653-649

GENDER *
Female

CITIZENSHIP *
FILIPINO

CIVIL STATUS *
Married

BIRTHDATE *
10/29/1995

WEIGHT *
80

HEIGHT *
5


BIRTHPLACE *
GITAGUM MISAMIS ORIENTAL

FATHER NAME *
ALFREDO NABONG

MOTHER NAME *
LINDA MAGBAGO NABONG

Edit the quantity by clicking Address then click Edit symbol and fill in all required data.

Subsidiaries Relationships Communication **Address** Sales Marketing Financial Preferences System Information Custom Access

DEFAULT SHIPPING	DEFAULT BILLING	RESIDENTIAL ADDRESS	LABEL	ADDRESS *	EDIT
<input checked="" type="checkbox"/>	Yes				

desmark corporation | **SANDBOX**

Transactions Lists Reports Customization

Classification

PRIMARY SUBSIDIARY *
Desmark Corporation

COUNTRY *
Philippines

LTO REGION NO.
10

MUNICIPALITY
GITAGUM

BARANGAY
TALA-O

HOUSE/BLDG. NO.

STREET
ZONE 5

ADDRESS
ZONE 5 TALA-O GITAGUM MISAMIS ORIENT.

ADDRESS
ZONE 5 TALA-O GITAGUM MISAMIS ORIENTAL
GITAGUM TALA-O
10
Philippines


☐ OVERRIDE

Map

Review first all data encoded before clicking **Save**.

desmark corporation | **SANDBOX**

Transactions Lists

 **Customer** Search

Primary Information

CUSTOM FORM *

Sample Customer Creation Success:

desmark corporation

SANDBOX

Search

Help

Transactions

Lists

Reports

Customization

Documents

Setup

Fixed Assets

LMS

Desmark

LTMS

SuiteApps

Support

Confirmation

Customer successfully Saved

Customer

IRESH M NABONG

Back

Accept Payment

Actions

Primary Information

CUSTOMER ID
IRESH M NABONG

TYPE
Individual

NAME
IRESH MAGBAGO NABONG

JOB TITLE

COMPANY NAME

CATEGORY
Regular Customer

PRIMARY CONTACT/ AUTHORIZED REPRESENTATIVE

ORG MNEMONIC

Email | Phone | Address

EMAIL
iresh216@gmail.com

PHONE NUMBER
0995 096 7062

ADDRESS
IRESH M NABONG
ZONE 5
ZONE 5 TALA-O GITAGUM MISAMIS ORIENTAL
GITAGUM TALA-O
10
Philippines Map

Classification

PRIMARY SUBSIDIARY
Desmark Corporation

TIN
329-653-649

GENDER CITIZENSHIP
Female FILIPINO

CIVIL STATUS
Married

BIRTHDATE
10/29/1995

WEIGHT
80

HEIGHT
5

BIRTHPLACE
GITAGUM MISAMIS ORIENTAL

FATHER NAME
ALFREDO NABONG

MOTHER NAME
LINDA MAGBAGO NABONG

3. Once customer is already created, go back to Sales Order creation and select customer name and fill in all required data. Sample customer is Iresh M. Nabong

desmark corporation

SANDBOX

Transactions

Lists

Reports

Customization

Documents

Sales Order

Save

Auto Fill

Cancel

Restructure Installment

Actions

Primary Information

CUSTOM FORM *
Sales Order Form

ORDER #
To Be Generated

CUSTOMER *
<Enter first few letters then tab>

IRESH

Search

AIRESH C BESONIA

AIRESH D TANTOY

AIRESH P GELLADO

AIRESH S VILLONES

IRESH A ITUM

IRESH C CARABANES

IRESH M NABONG

LOCATION *
ZAMPEN : Desmark Ozamis Combi

desmark corporation

SANDBOX

Transactions

Lists

Reports

Customization

Documents

Sales Order

Save

Auto Fill

Cancel

Restructure Installment

Actions

Primary Information

CUSTOM FORM *
Sales Order Form

ORDER #
To Be Generated

CUSTOMER *
IRESH M NABONG

BIRTHDATE
10/29/1995

BILL TO
IRESH M NABONG
ZONE 5
ZONE 5 TALA-O GITAGUM MISAMIS
ORIENTAL
GITAGUM TALA-O

desmark corporation | **SANDBOX** Search

Transactions Lists Reports Customization Documents Setup Fixed Assets LMS Desmark LTMS SuiteApps Support

Sales Order

Save Auto Fill Cancel Restructure Installment Actions

Primary Information

CUSTOM FORM *
Sales Order Form

ORDER #
To Be Generated

CUSTOMER *
IRESH M NABONG

DATE *
10/2/2023

STATUS *
Pending Fulfillment

MEMO

CUSTOMER CATEGORY
Regular Customer

BILL TO
IRESH M NABONG
ZONE S
ZONE S TALA-O GITAGUM MISAMS
ORIENTAL
GITAGUM TALA-O

Summary

SUBTOTAL	0.00
DISCOUNT ITEM	0.00
TAX TOTAL	0.00
TOTAL	0.00

Classification

SUBSIDIARY *
Premio Corporation

LOCATION *
DAVAO 3 PC - Premio Terri Mub

LEASING SUBSIDIARY
Desmark Group - Premio Finance Corporation

BRAND
YAMAHA

LEASING LOCATION

Sales Information

OPPORTUNITY

ITEM CLASS *
Motorcycle

TYPE OF SALES *
Cash

INTEREST TERM
<Type then tab>

DOWNPAYMENT

APPLICABLE MINIMUM DOWNPAYMENT

CASH PRICE

LCR/GRP

AMOUNT AFTER DOWNPAYMENT

INTEREST RATE

INSTALLMENT FEES (REBATE)

INSTALLMENT SCHEDULE

TOTAL PAYABLE AFTER INTEREST

MONTHLY INSTALLMENT INCLUDING REBATE

MONTHLY INSTALLMENT INCLUDING REBATE

MONTHLY PRINCIPAL AMOUNT

MONTHLY INTEREST AMOUNT INCLUDING REBATE

CREDIT CARD AMOUNT

4. Next Select Item Id and Input Cash Price

Cash

INTEREST TERM
<Enter first few letters then tab>

DOWNPAYMENT

APPLICABLE MINIMUM DOWNPAYMENT

ITEM CLASS *
Motorcycle

TYPE OF SALES *
Cash

INTEREST TERM
<Type then tab>

DOWNPAYMENT

APPLICABLE MINIMUM DOWNPAYMENT

ITEM *
MIO AEROX BRV4 BLACK/MATTE BLACK

DESCRIPTION
MIO AEROX STANDARD BLACK MATTE BLACK

PRICE
1

AVAILABLE
1

QUANTITY
1

UNITS
Unit

FOR LOAN
Type

INVENTORY DETAIL
Inventory Item

DESCRIPTION
MIO AEROX STANDARD BLACK MATTE BLACK

PRICE LEVEL
Custom

TOTAL UNIT PRICE (RATE INCLUDING VAT)

PERCENTAGE DISCOUNT

FLAT DISCOUNT

PROMOTION PERCENT DISCOUNT

PROMOTION FLAT DISCOUNT

RATE

AMOUNT

TAX RATE
12.0%

COMMIT
Available Qty

TAX CODE *
VAT_PH-REGUL

Items Shipping Billing Accounting Relationships Communication System Information Custom Barcode LTMS

DISCOUNT ITEM

RATE

Add Multiple Clear All Lines Add TBA Items

ITEM *	AVAILABLE	QUANTITY	UNITS	APPLICABLE FOR LOAN	PRICING TYPE	INVENTORY DETAIL	DESCRIPTION	PRICE LEVEL	TOTAL UNIT PRICE (RATE INCLUDING VAT)	PERCENTAGE DISCOUNT	FLAT DISCOUNT	PROMOTION PERCENT DISCOUNT	PROMOTION FLAT DISCOUNT	RATE	AMOUNT	TAX RATE	COMMIT	TAX CODE *
MIO AEROX BRV4 BLACK/MATTE BLACK	1	1	Unit			Inventory Item	MIO AEROX STANDARD BLACK MATTE BLACK	Custom								12.0%	Available Qty	VAT_PH-REGUL

Add Cancel Copy Previous Insert Remove Intelligent Recommendations

5. Enter Cash price amount on Gross Amount Column, the other amounts will automatically generate.

For additional discount, just input the amount in **FLAT Discount** column.

AMOUNT	TAX RATE	COMMIT	TAX CODE *	COMMITMENT CONFIRMED	ORDER PRIORITY	TAX AMT	GROSS AMT	OPTIONS	FROM RATE REQUEST	CLOSED
109,107.14	12.0%	Available Qty	VAT_PH:REGULAR			13,092.86	122,200.00			

6. Once item is already selected, add space below the item id and click add TBA items.

Items
Shipping
Billing
Accounting
Relationships
Communication
System Information
Custom
Barcodeing
LTMS

DISCOUNT ITEM

Add Multiple
Clear All Lines
Add TBA Items

ITEM *	AVAILABLE	QUANTITY	UNITS	APPLICABLE FOR LOAN	PRICING TYPE	INVENTORY DETAIL	DESCRIPTION	PRICE LEVEL	TOTAL UNIT PRICE (RA INCLUSIVE V)
MIO AEROX BRW4 BLACK/MATTE BLACK	1	1	Unit				MIO AEROX STANDARD BLACK MATTE BLACK	Custom	

Add
Cancel
Copy Previous
Insert
Remove
Intelligent Recommendations

7. Once clicked, this will be the reflected data:

ITEM *	AVAILABLE	QUANTITY	UNITS	APPLICABLE FOR LOAN	PRICING TYPE	INVENTORY DETAIL	DESCRIPTION	PRICE LEVEL	TOTAL UNIT PRICE (RA INCLUSIVE V)	PERCENTAGE DISCOUNT	FLAT DISCOUNT	PROMOTION PERCENT DISCOUNT	PROMOTION FLAT DISCOUNT	RATE	AMOUNT	TAX RATE
MIO AEROX BRW4 BLACK/MATTE BLACK	1	1	Unit				MIO AEROX STANDARD BLACK MATTE BLACK	Custom						0.00	122,200.00	12.0%
BATTERY TBA		1												0.00	0.00	
MANUAL TBA		1												0.00	0.00	
SIDE MIRROR (LEFT) TBA		1												0.00	0.00	
SIDE MIRROR (RIGHT) TBA		1												0.00	0.00	
TOOLS - TBA		1												0.00	0.00	
WARRANTY GUIDEBOOK-TBA		1												0.00	0.00	

8. Recheck all data before clicking Save.

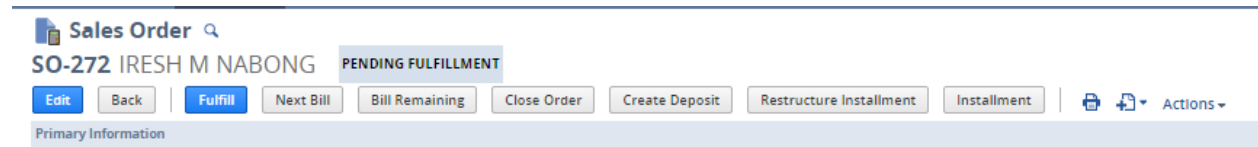
desmark corporation
SANDBO

Transactions

Sales Order
Save
Auto Fill
Cancel

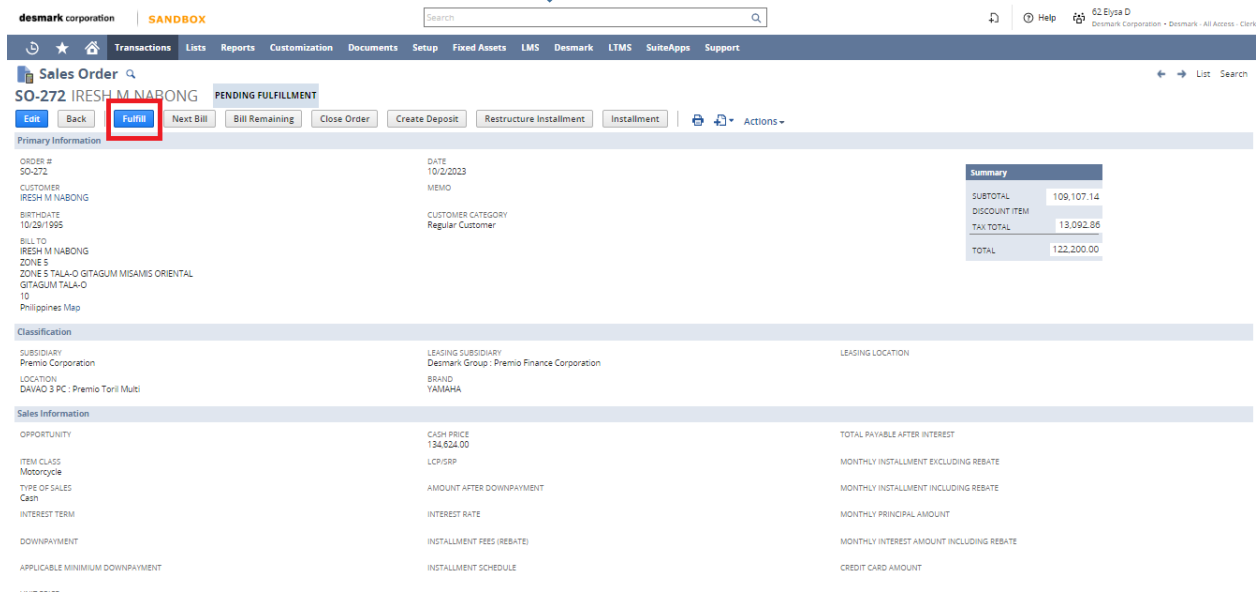
Primary Information
CUSTOM FORM *

9. Once save, please take note of the Sales Order Number.



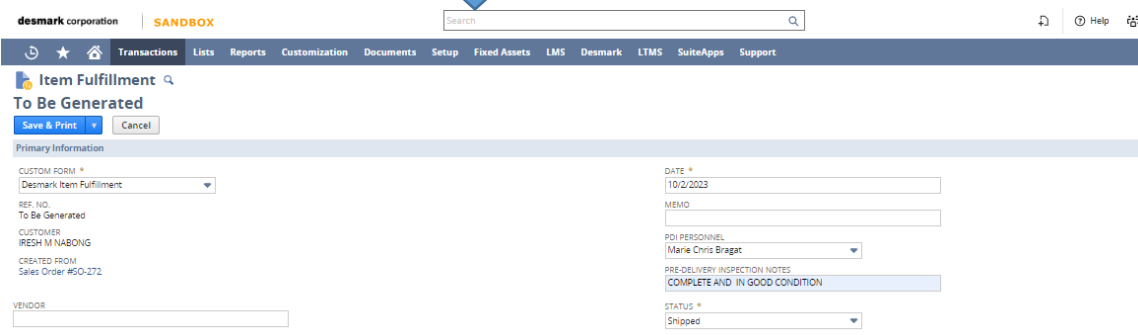
10. Time to fulfill the Sales Order, Search your SO# on the search bar.

Click fulfill!



Summary	
SUBTOTAL	109,107.14
DISCOUNT ITEM	
TAX TOTAL	13,092.86
TOTAL	122,200.00

10. This will be the item fulfillment tab for sales order completion:



11. Fill in data on the tab and assigned serial number and bins:

desmark corporation | **SANDBOX**

Transactions Lists Reports Customization Documents Setup Fixed Assets LMS Desmark LTMS SuiteApps Support

Item Fulfillment

To Be Generated

Save & Print Cancel

Primary Information

CUSTOM FORM *
Desmark Item Fulfillment

DATE *
10/2/2023

REF. NO.
To Be Generated

MEMO

CUSTOMER
IRESH M NABONG

PO PERSONNEL
Marie Chris Bragat

CREATED FROM
Sales Order #G0-272

PRE DELIVERY INSPECTION NOTES
COMPLETE AND IN GOOD CONDITION

VENDOR

STATUS *
Shipped

Items Shipping Packages Relationships Communication System Information Custom Barcoding

SELECT ITEM

Mark All Unmark All

FULFILL	ITEM	DESCRIPTION	LOCATION	ON HAND	REMAINING	COMMITTED	QUANTITY	UNITS	INVENTORY DETAIL	OPTIONS	EXCLUDE ITEM FROM NOTE REQUEST
<input checked="" type="checkbox"/>	MIO AEROX BRW4 BLACK/MATTE BLACK	MIO AEROX STANDARD BLACK/MATTE BLACK	DAVAO 3 PC: Premio Torri Multi		1		1	Unit			<input type="checkbox"/>
<input checked="" type="checkbox"/>	BATTERY TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	MANUAL TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	SIDE MIRROR (LEFT) TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	SIDE MIRROR (RIGHT) TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	TOOLS - TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	WARRANTY GUIDEBOOK-TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>

OK Close

ITEM
MIO AEROX BRW4 BLACK/MATTE BLACK
DESCRIPTION
MIO AEROX STANDARD BLACK/MATTE BLACK

QUANTITY
1.0
UNITS
Unit

Inventory Detail

Add Multiple Express Entry

SERIAL/LOT NUMBER	BIN	STATUS	QUANTITY
G3P2E-0305402/PA0SG78	1st Floor	Good	1

Add Cancel Insert Remove

OK Close

OK Close

ITEM
BATTERY TBA
DESCRIPTION

QUANTITY
1
UNITS
Unit

Inventory Detail

Add Multiple

BIN	STATUS	QUANTITY
TRYSMALL ROOM	Good	1

OK Close

Once finalized, Click Save.

desmark corporation | **SANDBOX**

Transactions Lists Reports Customization Documents Setup Fixed Assets LMS Desmark LTMS SuiteApps Support

Item Fulfillment

To Be Generated

Save & Print Cancel

Primary Information

CUSTOM FORM *
Desmark Item Fulfillment

DATE *
10/2/2023

REF. NO.
To Be Generated

MEMO

CUSTOMER
IRESH M NABONG

PO PERSONNEL
Marie Chris Bragat

CREATED FROM
Sales Order #G0-272

PRE DELIVERY INSPECTION NOTES
COMPLETE AND IN GOOD CONDITION

VENDOR

STATUS *
Shipped

Items Shipping Packages Relationships Communication System Information Custom Barcoding

SELECT ITEM

Mark All Unmark All

FULFILL	ITEM	DESCRIPTION	LOCATION	ON HAND	REMAINING	COMMITTED	QUANTITY	UNITS	INVENTORY DETAIL	OPTIONS	EXCLUDE ITEM FROM NOTE REQUEST
<input checked="" type="checkbox"/>	MIO AEROX BRW4 BLACK/MATTE BLACK	MIO AEROX STANDARD BLACK/MATTE BLACK	DAVAO 3 PC: Premio Torri Multi		1		1	Unit			<input type="checkbox"/>
<input checked="" type="checkbox"/>	BATTERY TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	MANUAL TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	SIDE MIRROR (LEFT) TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	SIDE MIRROR (RIGHT) TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	TOOLS - TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>
<input checked="" type="checkbox"/>	WARRANTY GUIDEBOOK-TBA		DAVAO 3 PC: Premio Torri Multi		1		1				<input type="checkbox"/>

Save & Print Cancel

11. After saving, this will be the Item Fulfillment/ Sales invoice page

Desmark Corporation

Sandbox

Search

Help

03 Marie Chris Bragat

Desmark Corporation - Desmark - All Access - Clerk

Transactions

Lists

Reports

Customization

Documents

Setup

Fixed Assets

LMS

Desmark

LTMS

SuiteApps

Support

Item Fulfillment

IF-90 IRESH M NABONG

SHIPPED

Edit

Back

Bill

Print

Actions

Primary Information

REF. NO.

IF-90

MEMO

CUSTOMER

IRESH M NABONG

PO# PERSONNEL

Marie Chris Bragat

CREATED FROM

Sales Order #SO-272

PRE-DELIVERY INSPECTION NOTES

COMPLETE AND IN GOOD CONDITION

DATE

10/2/2023

STATUS

Shipped

VENDOR

Items	Shipping	Packages	Relationships	Communication	System Information	Custom	GL Impact	Barcodeing				
ITEM				DESCRIPTION			LOCATION	ON HAND	QUANTITY	UNITS	INVENTORY DETAIL	OPTIONS
				MID AEROX BLACK/MATTE BLACK			DAVAO 3 PC - Premio Toril Multi	0	1	Unit		
				BATTERY TRA			DAVAO 3 PC - Premio Toril Multi	1	1			
				MANUAL TRA			DAVAO 3 PC - Premio Toril Multi	1	1			
				SIDE MIRROR / LEFT TRA			DAVAO 3 PC - Premio Toril Multi	1	1			
				SIDE MIRROR / RIGHT TRA			DAVAO 3 PC - Premio Toril Multi	1	1			
				TOOLS - TRA			DAVAO 3 PC - Premio Toril Multi	1	1			
				WARRANTY GU/UNDERBOOK TRA			DAVAO 3 PC - Premio Toril Multi	1	1			

Edit

Back

Bill

Print

Actions

- Please take note that once Sales Order is fulfilled, this will be the presentation of data on SO#272

desmark corporation

SANDBOX

IR-251

Help

62 Elysa D

Desmark Corporation > Desmark - All Ao

Transactions

Lists

Reports

Customization

Documents

Setup

Fixed Assets

LMS

Desmark

LTMS

SuiteApps

Support

Sales Order

SO-272 IRESH M NABONG

PENDING BILLING

Edit

Back

Next Bill

Bill Remaining

Close Order

Create Deposit

Restructure Installment

Installment

Actions -

Primary Information

ORDER #

SO-272

CUSTOMER

IRESH M NABONG

BIRTHDATE

10/29/1995

BILL TO

IRESH M NABONG

ZONE S

ZONE S TALA-O GITAGUM MISAMIS ORIENTAL

10

Philippines Map

DATE

10/2/2023

MEMO

CUSTOMER CATEGORY

Regular Customer

13,092.86

Summary

SUBTOTAL

109,107.14

DISCOUNT ITEM

TAX TOTAL

13,092.86

TOTAL

122,200.00

Classification

SUBSIDIARY

Premio Corporation

LEADING SUBSIDIARY

Desmark Group - Premio Finance Corporation

LEADING LOCATION

LOCATION

DAVAO 3 PC - Premio Toril Multi

BRAND

YAMAHA

Sales Information

OPPORTUNITY

CASH PRICE

122,200.00

TOTAL PAYABLE AFTER INTEREST

ITEM CLASS

Motorcycle

MONTHLY PAYMENT EXCLUDING REBATE

TYPE OF SALES

Cash

MONTHLY INSTALLMENT INCLUDING REBATE

INTEREST TERM

MONTHLY PRINCIPAL AMOUNT

DOWNPAYMENT

MONTHLY INTEREST AMOUNT INCLUDING REBATE

APPLICABLE MINIMUM DOWNPAYMENT

CREDIT CARD AMOUNT

UNIT PRICE

[illegible]