Item Master

Item

- Any object other than a name can be an Item. The only requirements is that it should be identified by a unique code.It can be **Stock Item** like a component, or **Non-Stock Item** like service charges or any item that is built by you could be define as **Item**. The following image displays the various types of data that could be stored in respect of an item.

Sample page for Item master

Mandatory field for Item Master

- **Warehouse** - Location of the stock. It is also used in the GL Interface Table.

- **Item Group** - A method of classifying items for Sales Analysis. Used mainly for accounting interfaces.

- **Tax Category** - A classification of tax options based on similar characteristics or attributes.
  - A tax category allows to group and manage similar product or services tax rates. Not all the products and services have the same tax rate.
  - There are tax exempt products and there are products or services to which a higher tax rate applied just because the type of product or service.
  - If you require to set up a single level sales tax (like in Singapore GST), you may just set up the Tax Category as None.
  - If you need to calculate sales tax by product groups (like item or services), whether out-of-state or any situations that require more than one level of sales tax, then you will need to set up the Tax Category accordingly.
- **Stock Type** - is a mandatory field.

1. All normal stock items are **Stock-N-Sale Items**.
2. All items that are of intangible nature like Freight, Service Charges, Custom Duty, etc and therefore, do not have stock, are **Non-Stock Items**.
3. **Indent items** are like Stock-N-Sale items but you usually order them only when you receive an order for them. These are items that you do not want to stock physically.
4. **Manufactured Items** are those that you manufacture or assemble internally and normally never buy from the market.

Serial and Batch number

- For items that are checked for either Serial or Batch Number, you will need to supply the Serial or Batch Number during any issue or receipt transaction of the items.

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