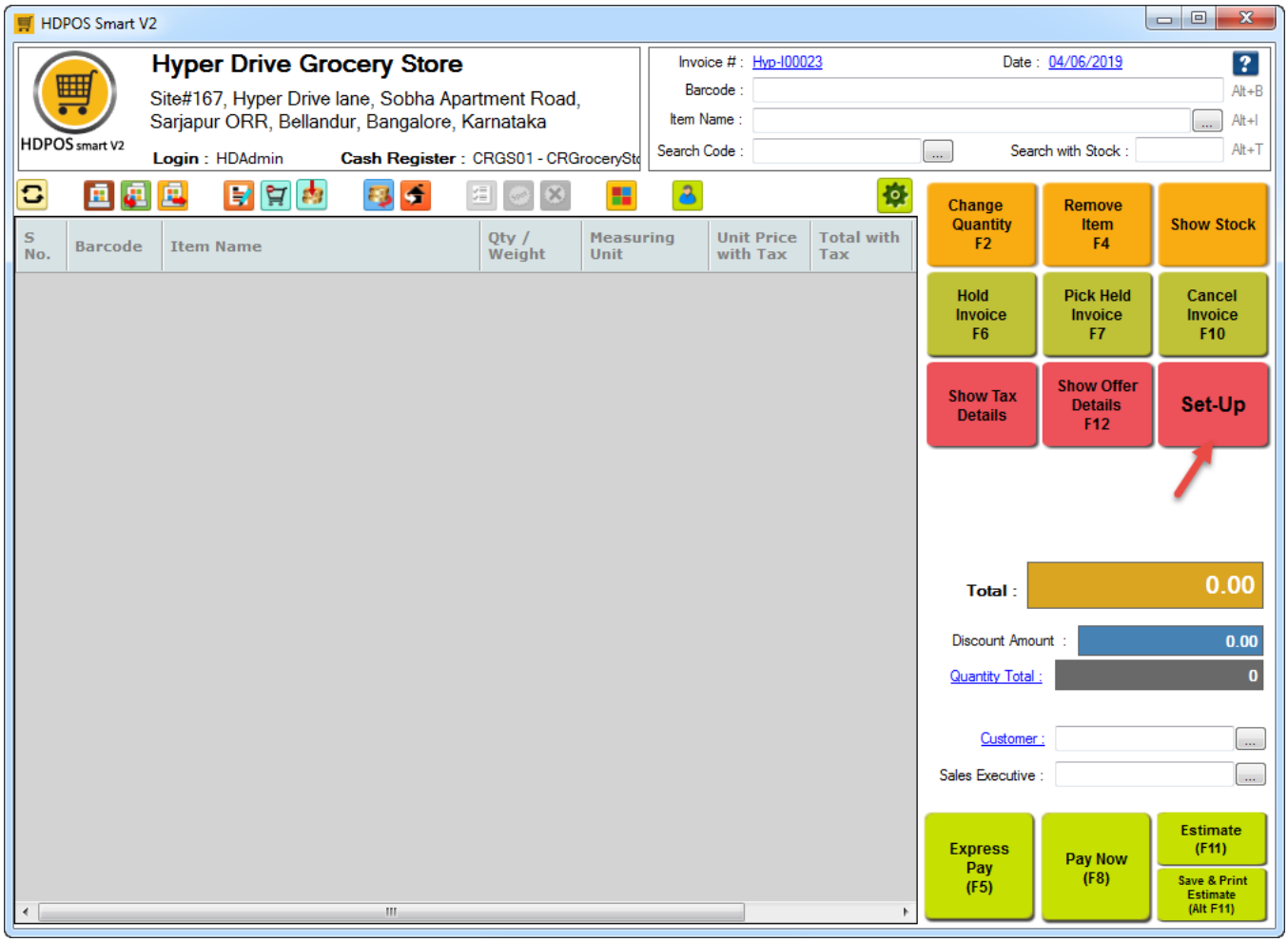
How to add new Supplier quickly while creating GRN?

To add a new supplier quickly while creating GRN, follow the steps below.

1. Run **HDPOS smart**.

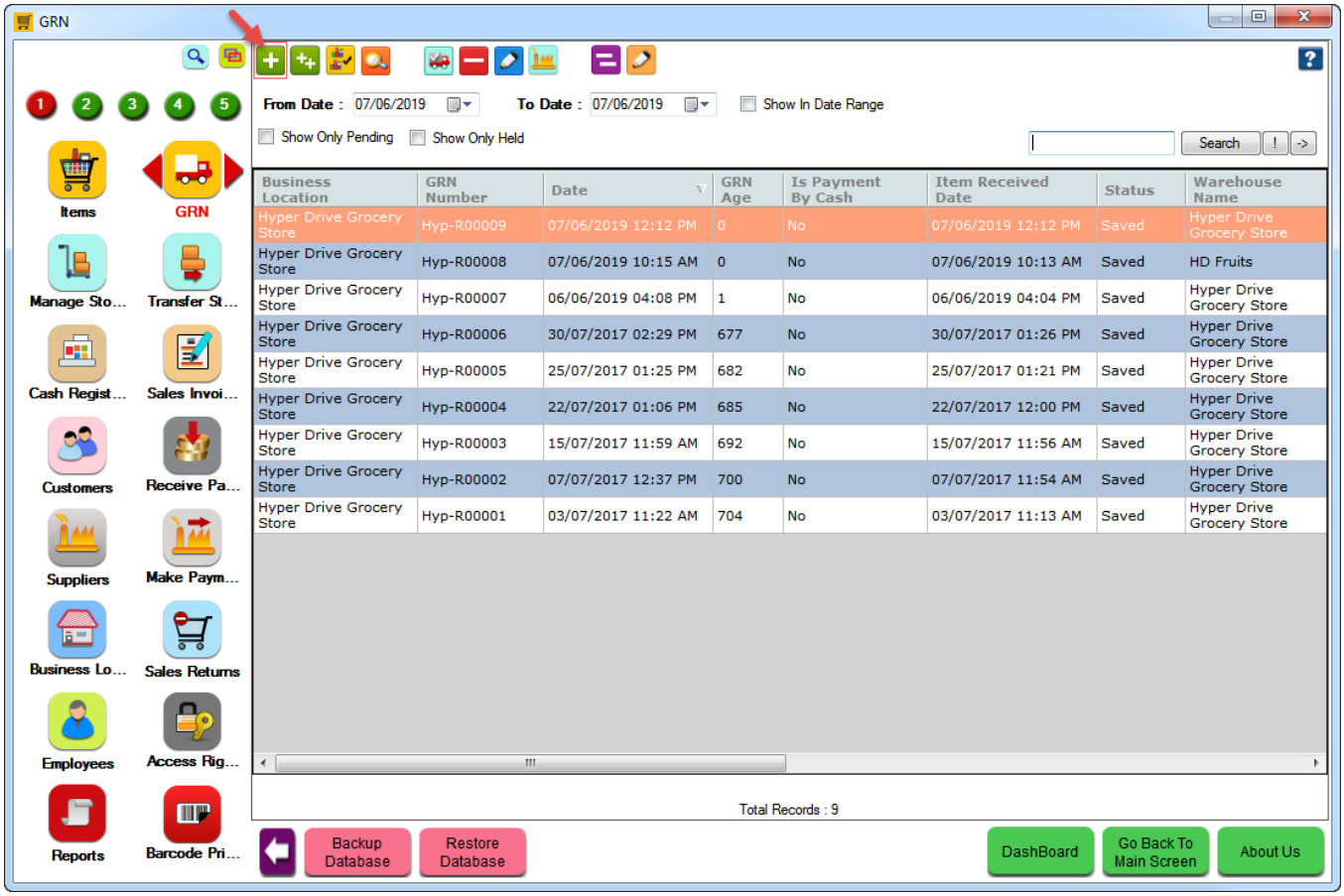
2. From main screen click on **Set-Up** button.



3. From **1st page** of **Set-Up** click on **GRN**.

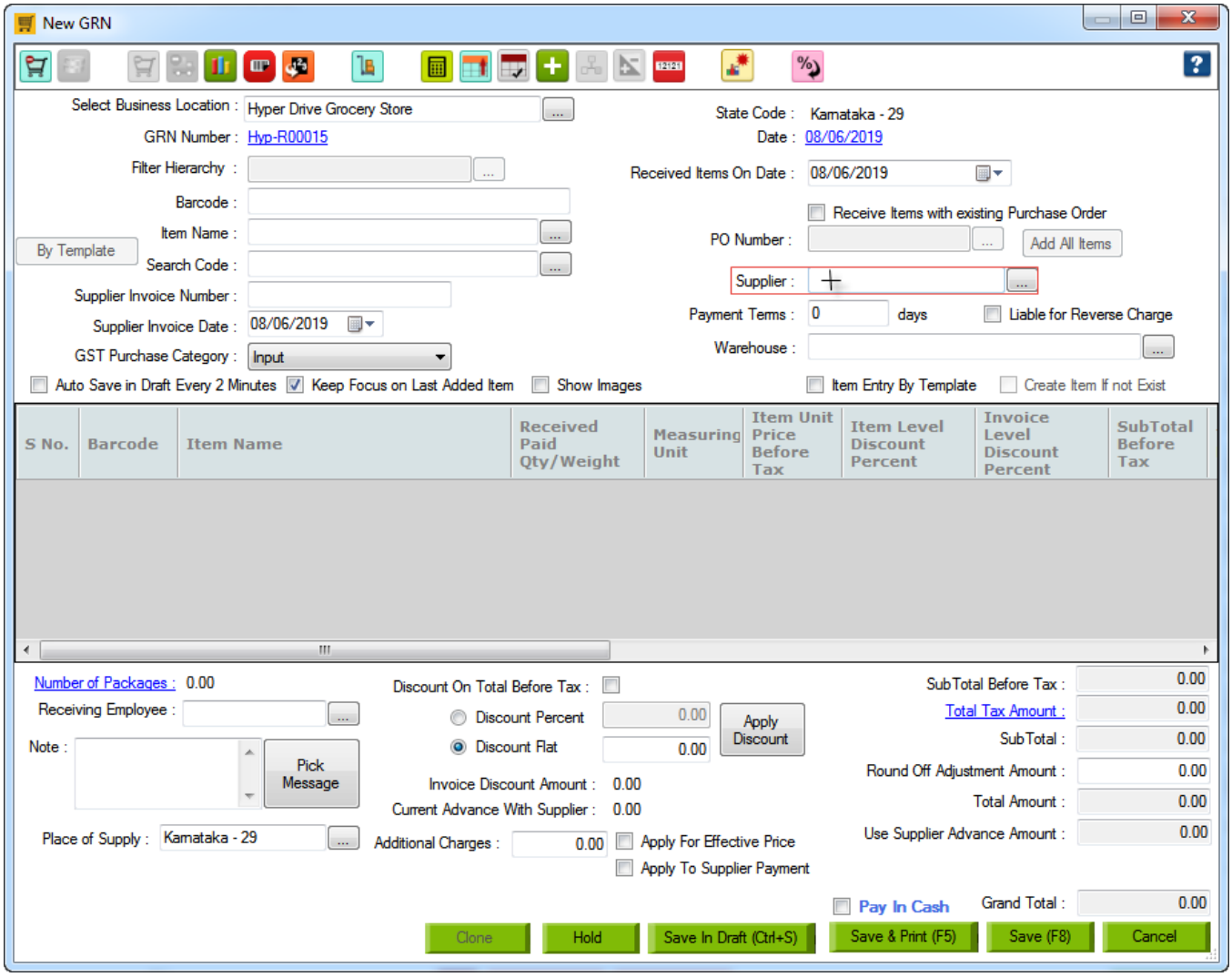


4. From **GRN Manager** screen click on **Add Simple GRN** tool strip button.



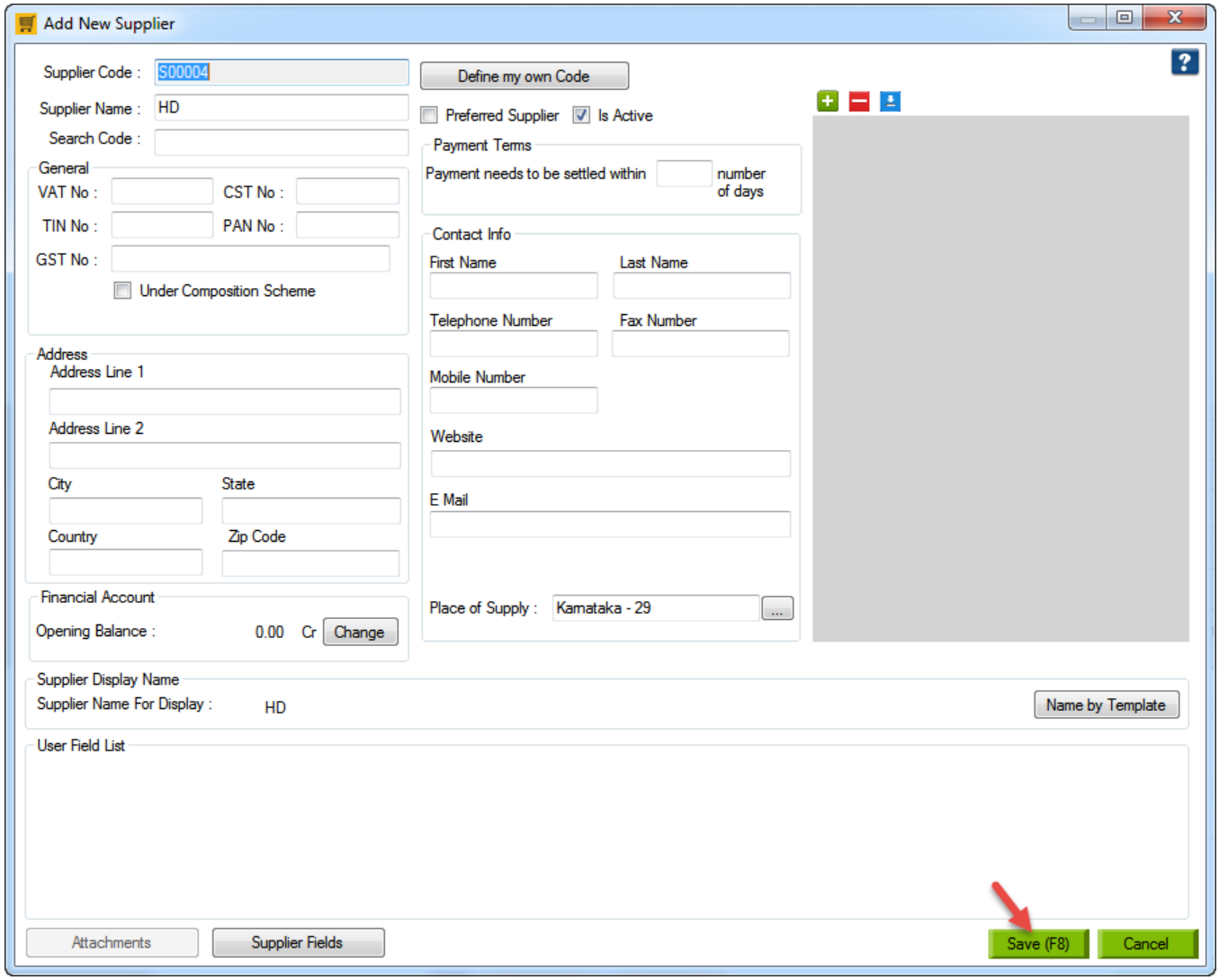
5. From **New GRN** screen.

- In supplier tab enter **+** button.



6. You will get the screen of **Add New Supplier**.

- Here you can enter the **Supplier details** as you required.
- Click on **Save** button.


Add New Supplier
Supplier Code :
S00004
Define my own Code
Supplier Name :
HD
Search Code :
Preferred Supplier
Is Active
General
VAT No :
CST No :
TIN No :
PAN No :
GST No :
Under Composition Scheme
Payment Terms
Payment needs to be settled within
number of days
Contact Info
First Name
Last Name
Telephone Number
Fax Number
Mobile Number
Website
E Mail
Address
Address Line 1
Address Line 2
City
State
Country
Zip Code
Financial Account
Opening Balance :
0.00
Cr
Change
Place of Supply :
Kamataka - 29
Supplier Display Name
Supplier Name For Display :
HD
Name by Template
User Field List
Attachments
Supplier Fields
Save (F8)
Cancel