

KIA drops off pallet in the A.M.; bill of lading/packing slip attached to box.

Parts Manager walks pallet to parts room to stock in parts

Uses order number on packing slip to pull up full order in DMS via partseye (manufacturer inventory s

Parts Manager reconciles what we received in the order vs what was on order list.

He does this by deselecting items that were not in the order and selecting received.

Items that are not actually delivered will arrive in FEDEX/UPS or another order

Give packing slip to the accounting office to put parts into accounting inventory

If the part is a KIA part, the payable is set up to T300K (Kia Payable). The Parts Statement is paid in th

If the part is a non KIA part, the payable is set up according to the vendor in T300 controlled by the ve

1.) stocking status demand history - based off Kia's partseye determined fill rate levels. Automatically

2.) Sent to accounting where they post and file all bill of ladings

Order is input individually to appropriate account by accounting clerk based on part

****Special Order****

Part Manager sees open RO, prints RO and attaches to part for special order.

Two copies are made, one is attached to the part, another is given to the service writer.

Service Writer calls the customer to allow them to know their part is in.

Customer picks up part and pays for part, counter ticket is closed

Cash Sales hits and clears receivable

ie following month.

at parts to order based on history.