



# **IIG Allocated Landed Cost For Dynamics NAV 2009 SP1**

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## Overview

Usually items have additional overhead costs need to be applied to the cost of goods calculation. Generally those additional costs are associated with freight, insurance, and import/export duties. In order to have a precise evaluation of profitability it is necessary to allocate all those expenses.

The **Allocated Landed Cost** add-on for **Microsoft Dynamics NAV** is designed to help the users to automatically allocate the costs by weight, by amount, equally or allow them to manually allocate the costs according to other criteria.

Those allocated costs can then be tracked in the Dynamics NAV system.

All of the costs of a receipt can be apportioned among the lines of a purchase order or among multiple Purchase Orders.

Landed Cost for Dynamics NAV is a flexible solution where delivery costs, additional to the direct cost of the goods being purchased are distributed among the items within the shipment to determine real landed cost for each item.

The Landed Cost processing logic is based on **Microsoft Dynamics NAV's** standard **Receipt** functionality and it works in conjunction with the normal purchasing processes, creating Receipt Documents and Purchase invoices.

1. Allows multiple and/or partial purchase orders to be handled in one delivery for costing
2. Tracks delivery dates, including departure, arrival and into-store (delivery) dates
3. Provides for allocation of all delivery costs such as International Freight; Local Freight, Customs Charges, Duty, G/L costs such as insurance, etc.
4. Allows allocating Delivery Costs using a variety of methods.
5. Allows items to be received and sold before final costs are known
6. Automatically creates Vendor Purchase Journals for delivery cost transactions.
7. Maintains budget vs Actual delivery costs.

## Importing ALC Objects

You need to import the ALC objects available in the ALC6.01.fob file in order to use this application.

***Warning! It is strongly recommended to back up all existing objects in Microsoft Dynamics NAV before importing IIG ALC objects.***

*Note: If you need to modify objects in Microsoft Dynamics NAV, you must have the developer's license.*

The IIG ALC supports the following versions of Microsoft Dynamics NAV: Microsoft Dynamics NAV 2009 SP1 (US Dynamics NAV 6.0 SP1) for Classic and Role Tailored Clients versions

You must select the ALC6.01.fob file from the ALC6.01\_CD to import it to Microsoft Dynamics NAV Classic. Follow the standard Microsoft Dynamics NAV method of importing the objects from fob files.

***Important!*** If Microsoft Dynamics NAV detects conflicts with existing objects when importing IIG ALC objects, make sure that **Replace** or **Create** is specified in the **Action** column in the **Import Worksheet** window for all imported objects.

*Note: It is not recommended to **merge** the objects already in the database with ones supplied with IIG ALC. If you have already modified the objects in Microsoft Dynamics NAV that will be replaced by their IIG ALC equivalents, do not import these objects. Contact your NSC before installing IIG ALC to help resolve this issue. It is strongly recommended to recompile the imported objects in Microsoft Dynamics NAV after the import of objects is completed.*

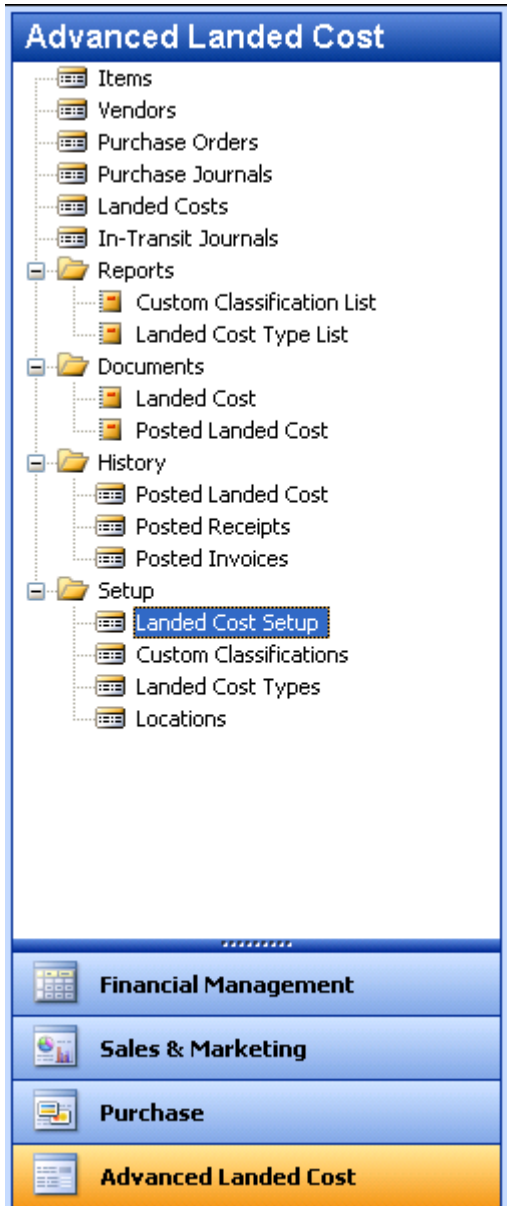
## *Recompiling Imported ALC Objects*

In order to be sure that the imported ALC objects will function properly it is necessary to recompile them before proceeding with ALC Setup activities.

1. In Microsoft Dynamics NAV Classic, open the database with imported objects and then open **Object Designer** (by the **Shift+F12** key combination or run it from **Tools->Object Designer**).
2. In the **Object Designer** window, click **All**, select the **Version List** field and then press **F7** to call up the **Field Filter** window.
3. In the **Field Filter** window, enter **\*ALC\*** (including the leading and final asterisks) and click **OK**.
4. In the **Object Designer** select all the filtered objects and press **F11**. Click **Yes** in the message that will appear to start the compilation.
5. Reopen the classic and/or role tailored clients.

Now you can access the newly created ALC application area in your Microsoft Dynamics NAV.

After you have successfully imported and recompiled the objects, the **Advanced Landed Cost** functional area will appear in the navigation pane of the Microsoft Dynamics NAV application window.



The ALC setup objects can be accessed also from the **Administration->Application Setup** menu:

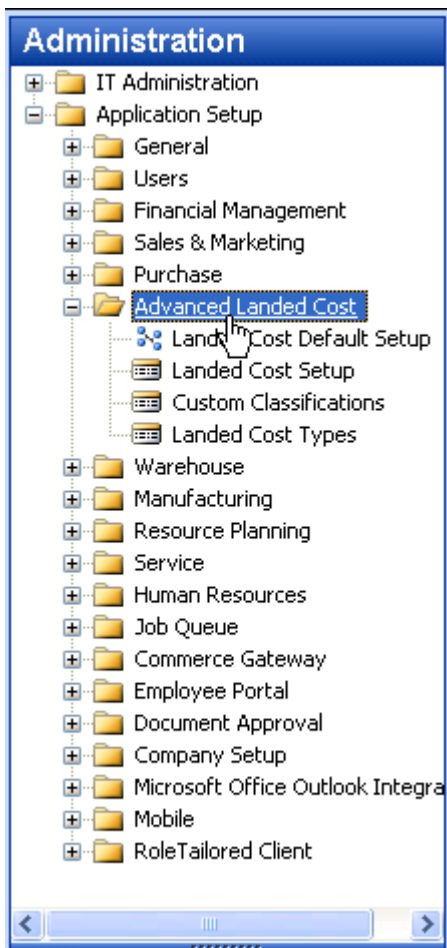
1. Click **Administration** in the navigation pane.
2. Expand **Application Setup-> Advanced Landed Cost** to see the ALC objects available for setup (**Landed Cost Setup, Custom Classifications, Landed Cost Types**).
3. Select the **Advanced Landed Cost menu** to see the objects available for Advanced Landed Cost processing.

## Setup Activities

Before you can use the **Advanced Landed Cost** add-on it is necessary to configure the Landed Cost related settings.

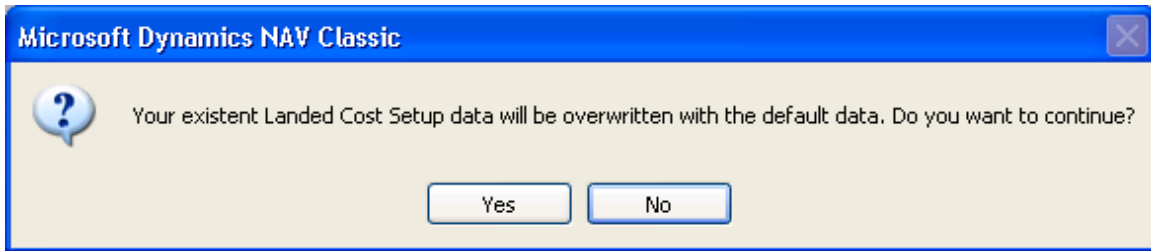
The **Advanced Landed Cost** menu item added to the **Administration-> Application Setup** menu is designed to allow setup of ALC related data for current company.

Running the **Landed Cost Default Setup** code unit will automatically setup Landed cost default options for current Company.

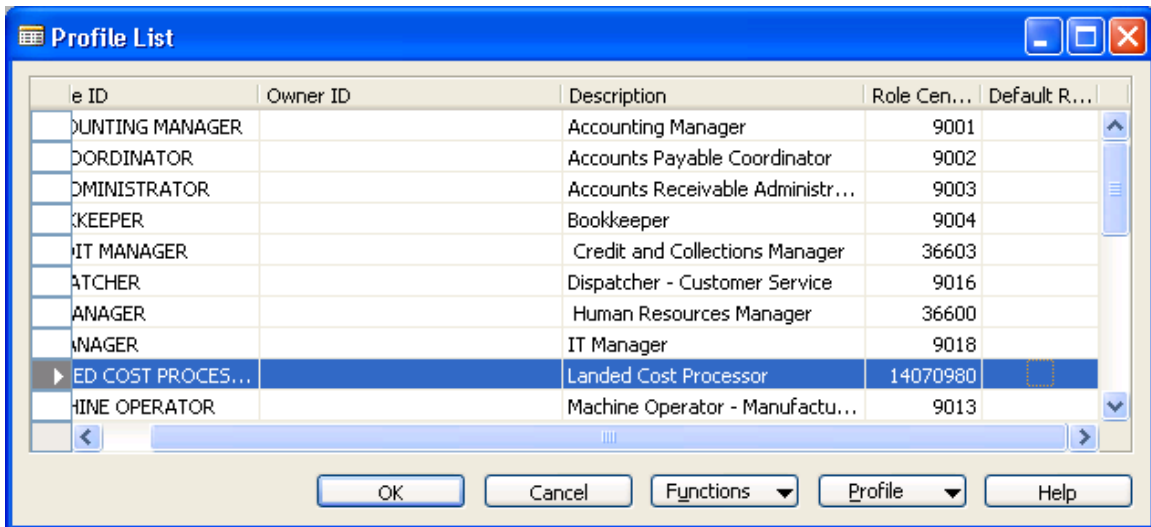


*Note: it is strongly recommended running this code unit only once for each company, otherwise you may overwrite the data in process with the default ones.*

When running the **Landed Cost Default Setup** code unit after the settings have already been configured a message will appear to warn the users about the data overwrite.



Upon running the **Landed Cost Default Setup** code unit the new **“Landed Cost Processor”** profile will be added to the **Role Tailored Client Profile List** to allow the Role Tailored Client users with corresponding profile access the key tasks and information needed for **ALC** processing.



## Landed Cost Setup

Here is the Landed Cost Setup form with default options set automatically.

The screenshot shows the 'Landed Cost Setup' dialog box with the 'General' tab selected. The 'Numbering' sub-tab is also visible. The following options are shown:

Option	Value
Auto Calc. Advanced Duty	<input checked="" type="checkbox"/>
Auto Alloc. Calculated Duty	<input checked="" type="checkbox"/>
Check Exact Allocation of Advanced Duty	<input checked="" type="checkbox"/>
Allow Zero Charge During Landed Cost Entry	<input checked="" type="checkbox"/>
Purchase Journal Generation	<input checked="" type="checkbox"/>
Journal Template Name	LC-PURCH
Journal Batch Name	DEFAULT
Default In-Transit Location	LC IN TRAN
Split PO lines for multiple LC Entries	Prompt
Insert split line	After Source
Receipt Posting Policy	Posting errors
Default Qty. to Receive	Remainder

A 'Help' button is located at the bottom right of the dialog box.

### General Tab:

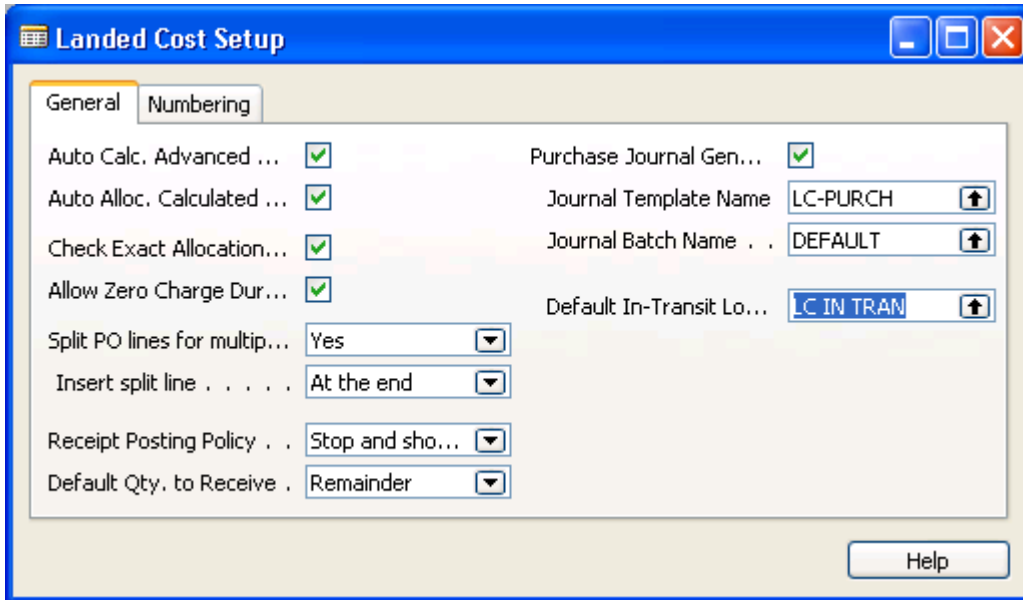
- **Auto Calc. Advanced Duty-** if selected the calculation of advanced Duty is done automatically based on the Custom Classification specified for the Item.
- **Auto Alloc. Calculated Duty-** if this checkbox is selected the Duty amount is automatically allocated to the Landed Cost Entry lines.
- **Check Exact Allocation of Advanced Duty-** this checkbox is intended for verification of Total Calculated and Total Allocated Duty Amounts. If this checkbox is selected posting is not allowed until the Total Calculated Amount is equal to the Total Duty Amount Allocated.
- **Allow Zero Charge During Landed Cost Entry-** checking this box allows the user to accept the **Landed Cost Entry** without setting any Landed Cost charge.
- **Split PO lines for multiple LC Entries-** this option allows the user to split an incompletely shipped purchase order line to two lines, so that the remaining quantity can be received on a different

- Landed Cost Entry.** This option is defaulted to Yes. But it can be also set to **No** or **Prompt**.
- **Insert Split Line-** the split line can be inserted just below the source line or at the end of the source document lines.
  - **Receipt Posting Policy-** allows the user to set the policy that the program follows when it posts the Landed Cost. There are two policies to choose from:
    - ✓ **Posting errors are not processed-** The program will post the landed Cost entries, without stopping, even if any errors occur in the posting process. You will get the message "X-source documents out of a total of Y have now been posted." There is no possibility to see what kind of errors occurred in the posting process.
    - ✓ **Stop and show the first posting error-** The program will post the documents until the first error occurs. The posting process is stopped upon the first error and the rest of the source documents will not be posted.
  - **Default Qty To Receive** – this option can be set either to **Remainder** or to **Blank**. If **Remainder** is selected the **Qty To Receive** field will be automatically populated with the **Outstanding Quantity** field value. If **Blank** is selected the **Qty To Receive** field will be populated with 0 and the user should enter the quantity manually.

The **Purchase Journal Generation** option is intended to allow generating purchase journal lines.

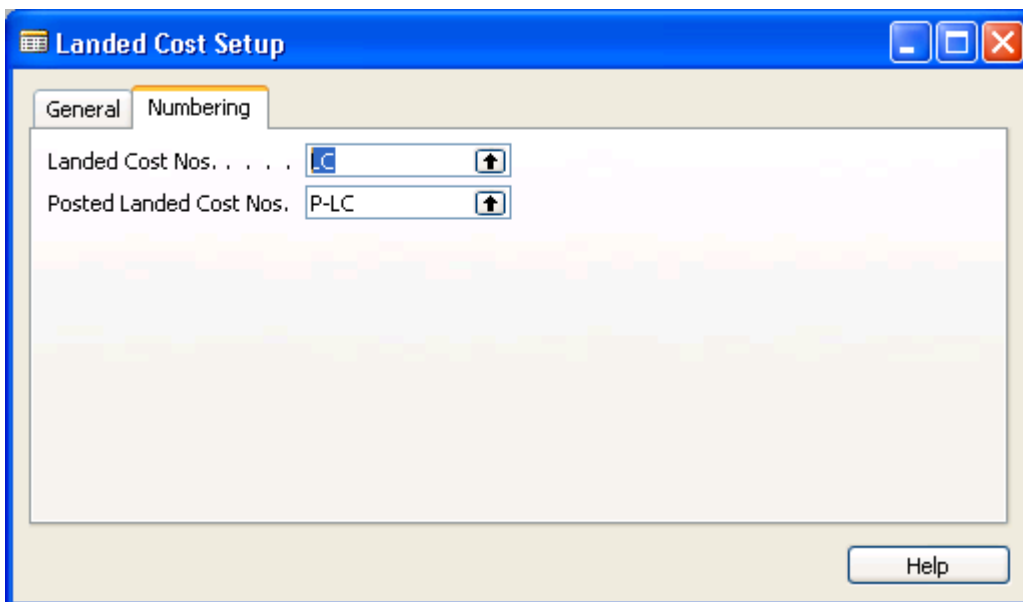
This option is turned on by default with the Journal Template Name and Journal Batch Name selected.

**Default in Transit Location-** the in-transit location to be used by default for the Items that are not available yet in the location they have been purchased for but are in transit. Those Items can be placed in a temporary, fictive location described by corresponding in-transit code set up on the Location Card. For Landed Cost processing it may be the **LC IN TRAN** location code. See the [Location Card](#) for details



### Numbering Tab:

This tab is intended for set up of default number series to be used for **Landed Cost** entries and **Posted Landed Cost**. Upon running the **Landed Cost Default Setup** code unit the number series are setup automatically.



## Custom Classification

Usually goods need to be accurately classified as it affects the amount of duties to be paid.

It is necessary to setup the custom classification codes, which will be assigned to the Items and used when calculating mixed duty for landed cost.

Code	Description	% of Unit Cost	Flat Amount per Unit	Flat Amount per Weight	Flat per Cubage
1111.01.00	Duty Free	0.00	0.00	0.00	
3925.20.00	Doors, windows and frames	10.00	2.00	3.00	
3926.10.00	Office or school supplies	5.00	1.50	2.00	
4002.91.00	Latex	20.00	0.20	3.00	

For each classification code the user can specify the **% of Unit Cost** as well as **Flat Amounts** (per Unit, per Weight, per Cubage) to calculate the duty amount based on them.

**Percentage of Cost** is the percent of the Unit Cost of the item.

**Flat Amount per Unit** is the amount for each Standard Unit of Measure (Standard Unit is specified for item in the Item Card).

**Flat Amount per Weight** is the amount for each unit of weight (pound, kg, etc).

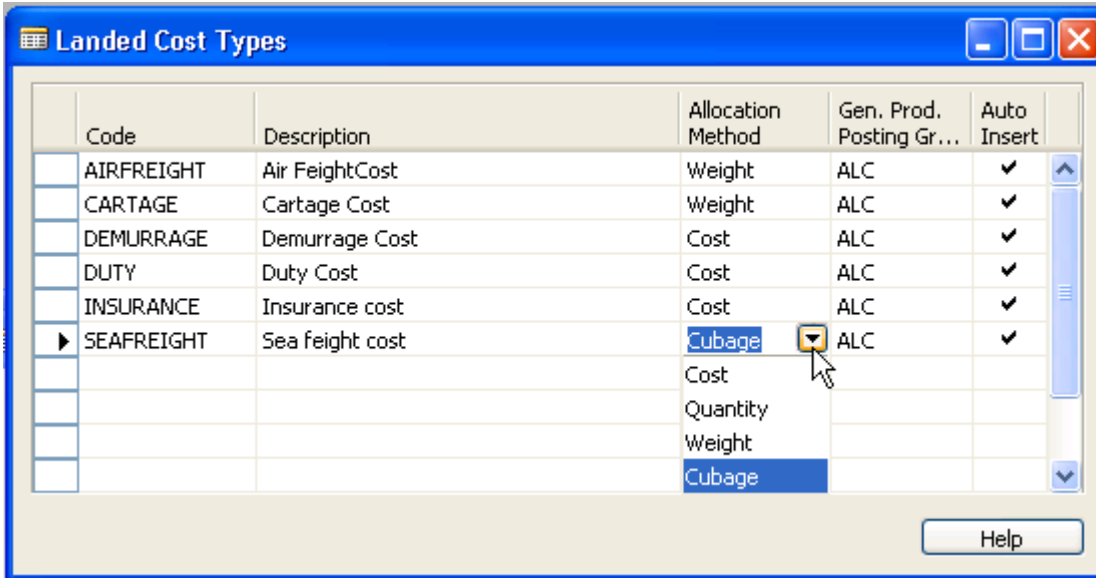
**Flat Amount per Cubage** is the amount for each cubage.

If all the components are zeroes, the item with such Custom Classification is considered as duty-free.

## Landed Cost Types

The **Landed Cost Type** form added to the **Landed Cost-> Setup** menu is intended for setup of additional landed Cost types, such as freight, insurance, etc.

For each **Landed Cost Type Code** an allocation method should be specified. By default the **Allocation Method** is set to Cost, which means the flat amount entered for that Cost Type will be apportioned by cost.



**Gen. Product Posting Group-** The user can assign general product posting code to the Landed Cost types.

For each Allocation Method the apportionment calculation is done as follows:

### **Allocation By Cost:**

For this Allocation method the landed cost apportionment is done according to the following formula: **Amount(to be allocated)x (Unit Cost x Qty To Receive)/Total Cost (the sum of UnitCost x Qty To receive for all lines)**

Here is an example of Landed Cost Amount 100\$ apportioned among three lines by Cost:

Item No.	Expected Receipt ...	Q..	Qty. to Receive	Qty. Re...	Unit Cost	Allocate Lande...	Allocated Amount
▶ 1896-5	04/16/10	5	5	0	10.00	✓	10.00
1900	04/16/10	10	10	0	20.00	✓	40.00
1900-5	04/16/10	5	5	0	50.00	✓	50.00

Lline# 1-  $100\$ \times 5 \times 10 / (5 \times 10 + 10 \times 20 + 5 \times 50) = 10$   
 Line# 2-  $100\$ \times 200 / 500 = 40$   
 Line# 3-  $100\$ \times 250 / 500 = 50$

## Allocation by Quantity:

If **Allocation Method** is **Quantity** is selected the apportionment is done based on the following formula:

**Amount x QtyTo Receive/Total of Qty to Receive.**

For example Amount of 100\$ is entered to be Allocated by Quantity among three line Items:

Item No.	Expected Receipt ...	Qty. to Receive	Qty. Re...	Unit Cost	Allocate Lande...	Allocated Amount
▶ 1896-5	04/16/10	5	5	10.00	✓	25.00
1900	04/16/10	10	10	20.00	✓	50.00
1900-5	04/16/10	5	5	50.00	✓	25.00

The amount of 100\$ is apportioned as follows:

Lline#1-  $100\$ \times 5 / 20 = 25$   
 Line#2-  $100\$ \times 10 / 20 = 50$   
 Line#3-  $100\$ \times 5 / 20 = 25$

## Allocation by Weight/Cubage

For **Weight/Cubage Allocation Method** the Amount is apportioned as follows: **Amount x Item Weight (Cubage)/Total weight (Cubage) of all lines**

Here is an example of allocation by Weight:

Item No.	Expected Receipt ...	Qty. to Receive	Qty. Re...	Unit Cost	Allocate Lande...	Weight	Allocated Amount	Custom Classifica...
1896-5	04/16/10	5	5	10.00	✓	30	60.00	3926.10.00
1900	04/16/10	10	10	20.00	✓	5	10.00	3925.20.00
▶ 1900-5	04/16/10	5	5	50.00	✓	15	30.00	11.01.00

The amount of 100\$ is apportioned as follows:

Lline#1-  $100\$ \times 30 / 50 = 60$   
 Line#2-  $100\$ \times 5 / 50 = 10$   
 Line#3-  $100\$ \times 15 / 50 = 30$

## Locations

The **Location Card** allows for setting up the Landed Cost in-transit warehouse.

It is necessary to select the **Use As LC In-Transit** checkbox to indicate that current location is just an in-transit location where Items can be transferred when Landed Cost Entry is created and will be placed back to the Warehouse they have been purchased for after the Landed Cost Entry is posted.

The screenshot shows a software window titled "LC IN TRAN L. Cost In Transit Location - Location Card". The window has a blue title bar and standard Windows window controls (minimize, maximize, close). Below the title bar are five tabs: "General", "Communication", "Warehouse", "Bins", and "Bin Policies". The "General" tab is selected and highlighted in yellow. The main area contains several input fields and checkboxes. On the left side, there are fields for "Code" (containing "LC IN TRAN"), "Name" (containing "L. Cost In Transit Location"), "Address", "Address 2", "City", "State / ZIP Code", "Country/Region Code", and "Contact". On the right side, there are checkboxes for "Use As In-Transit" (unchecked) and "Use As LC In-Transit" (checked). Below these are fields for "Do Not Use For Tax C...", "Tax Area Code", "Tax Exemption No.", and "Provincial Tax Area Code". At the bottom right of the window, there are two buttons: "Location" with a dropdown arrow and "Help".

## Landed Cost Processing

### Item Card

Select the **Allocate Landed Cost** checkbox and assign a Custom Classification code to the Item in order to calculate the Duty Amount in the Landed Cost Entry based on the selected Custom Classification code.

The screenshot shows the 'Item Card' for '1896-S ATHENS Desk'. The 'General' tab is selected. The 'Allocate Landed Cost' checkbox is checked. The 'Custom Classification' field is set to '3926.10.00'. The 'Quantity on Landed Cost' is 31. Other fields include 'No.' (1896-S), 'Description' (ATHENS Desk), 'Base Unit of Measure' (PC5), 'Shelf No.' (D2), 'Quantity on Hand' (280), 'Qty. on Purch. Order' (135), 'Qty. on Prod. Order' (0), 'Qty. on Component Lines' (0), 'Qty. on Sales Order' (7), 'Qty. on Kit Sales Lines' (0), 'Qty. on Service Order' (0), 'Service Item Group' (empty), 'Blocked' (unchecked), and 'Last Date Modified' (04/02/10).

The Duty Amount will be calculated according to the following formula:

$$\begin{aligned}
 & (\text{QtyToReceive} * \text{UnitCost}) * \% \text{ of UnitCost} / 100 + \text{QtyToReceive} * \text{FlatAmount} + \\
 & \text{QtyTo Receive} * \text{FlatAmountperWeight} * \text{Weight} + \text{QtyTo Receive} * \\
 & * \text{FlatAmountperCubage} * \text{Cubage}
 \end{aligned}$$

Code	Description	% of Unit Cost	Flat Amou...	Flat Amount per Weight	Flat Amount per Cubage
1111.01.00	Duty Free	0.00	0.00	0.00	0.00
3925.20.00	Doors, windows and frames	10.00	2.00	3.00	0.00
3926.10.00	Office or school supplies	5.00	1.50	2.00	0.00
4002.91.00	Latex	20.00	0.20	3.00	0.00

## Landed Cost Entry

The Landed Cost entry is a cornerstone of Allocated Landed Cost processing in the system. Landed Cost entry is used to allocate the calculated Duty Amount as well as to apportion different type of Landed Costs among the lines based on their Allocation Method.

Landed Costs can be created manually or generated from a Purchase Order.

The **Landed Cost** form consists of 4 tabs: **General**, **Shipping**, **Details**, and **Duty**.

### **General Tab:**

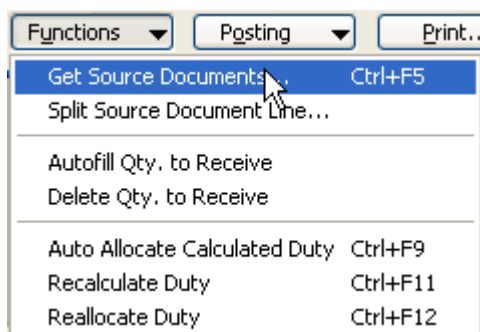
#### **Fields:**

- **No.** – If you have set up a default number series for Landed Cost document you are setting up, press *Enter* to have the program fill in this field with the next number in the series.

- If you have not set up a number series for Landed Cost or if the number series has a check mark in the Manual Nos. field, you can enter a number manually. You can enter a maximum of 20 characters, both numbers and letters.

You cannot change the document number after you have confirmed it by pressing Enter.

- **Vendor No-** This is the number of the vendor from whom you have bought the items. It is defaulted from the Purchase Order if the Landed Cost is generated from the Purchase Order. This field can be left blank in case a Landed Cost is created for Purchase orders of different Vendors. If there is a Vendor specified for current landed cost document only the orders of current Vendor will be available in the Purchase list, which is opened upon running the **Get Source Documents** function (CTRL+F5).



The fields below the Vendor No are loaded from the Vendor.

- **Posting Date** – is defaulted to the Company work date. You can change the date you want the Landed Cost to be posted. The program will copy this date to all item entries when the Landed Cost is posted.
- **Document Date** - – is defaulted to the Company work date. You can change the date for Landed Cost header. This date is not necessary for posting but it will be copied to the posted receipts.
- **Purchaser Code-** is loaded from the Vendor and can be changed here.
- **User ID-** indicates the user created the Landed Cost
- **Created Date-** the date when the Landed Cost has been initially created.
- **Document Status-** indicates current status of document. It is set to **Partially Received** if the actual quantity received through current document is not equal to the quantity purchased. And it is set to Completely Received when the quantity actually received matches the quantity purchased.
- **Sorting Method-** the sorting is intended for sorting the lines loaded in the grid correspondingly by Item No, Document No, Due Date and Location.

Sorting Method . . . . . Item ▼

- Item
- Document
- Due Date
- Location

**Shipping:**

This tab contains the Ship To information defaulted from the **Company Information**. Upon specifying the **Location Code** for current receipt the Ship To information is overridden with the Ship To information of that location.

LC00013 - Landed Cost

General
Shipping
Details
Duty

Location Code . . . . . <input style="width: 100%;" type="text"/>	Transport Method . . . . . <input style="width: 100%;" type="text"/>
Ship-to Name . . . . . <input style="width: 100%;" type="text" value="CRONUS USA, Inc."/>	Shipment Method Code . . . . . <input style="width: 100%;" type="text"/>
Ship-to Address . . . . . <input style="width: 100%;" type="text" value="7122 South Ashford Street"/>	
Ship-to Address 2 . . . . . <input style="width: 100%;" type="text" value="Westminster"/>	
Ship-to City . . . . . <input style="width: 100%;" type="text" value="Atlanta"/>	
Ship-to State . . . . . <input style="width: 50%;" type="text"/> <input style="width: 50%;" type="text" value="31772"/>	
Ship-to Country/Region . . . . . <input style="width: 100%;" type="text" value="US"/>	
Ship-to Contact . . . . . <input style="width: 100%;" type="text"/>	

Source No.	Item No.	Description	Expected Receipt ...	Quantity	Qty. to Receive	Qty. Received	Unit Cost	Allocate Lande...	C

- **Location Code** is loaded from the Vendor if there is a Vendor specified for current document and can be changed for particular receipt.

- **Shipment Method Code** is loaded from the Vendor and can be changed here.
- **Transport Method** - Enter the code for the transport method to be used with current receipt.

**Details:**

All fields of this tab are intended just for entering vessel related information such as Expected Departure Date, Expected Arrival Date, Customs Entry No, etc....

**LC00013 - Landed Cost**

General Shipping **Details** Duty

Vessel Name . . . . .	Vessel#00001	Vendor Shipment No. . .	
Expected Departure D...	04/12/10	Vendor Invoice No. . . .	
Expected Arrival Date . .	04/13/10	Vendor Order No. . . . .	
Actual Departure Date. . .	04/12/10	Delivery Order No. . . .	
Actual Arrival Date . . .	04/13/10	Delivery Order Date . . .	
Last Free Date . . . . .		BOL No. . . . .	
Payment Due Date . . . .	04/13/10		
Customs Entry No. . . . .	CUSTOMSENR#...		
Customs Date. . . . .	04/10/10		

**Duty:**

**LC00013 - Landed Cost**

General Shipping Details **Duty**

Vendor No. . . . .	ADMINISTRA... ↑	Total Weight . . . . .	0.00
Bal. Account No. . . . .	54712 ↑	Total Cubage . . . . .	0.00
Document No.. . . . .	LC00013	Total Qty. to Receive . .	0.00
Duty Amount To Allocate	0.00		
Total Calculated Duty ...	0.00		
Total Allocated Duty A...	0.00		
Alloc. Duty Amt. Rcvd. .	0.00		

- **Vendor No.**-is the **Vendor** whom the Duty amounts should be paid to.
- **Bal. Account No.** – is the Duty Account specified on the Vendor Posting Group.

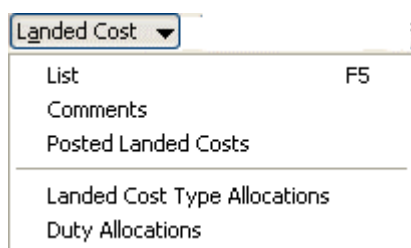
Comments are also supported in the Landed Cost Entry.

See [Landed Cost Processing](#) for details:

### Menu Buttons:

The following set of menu buttons is available on the Landed Cost window:

### Landed Cost



**List (F5)**- opens the list of existing Landed Costs.

**Comments**- opens the Comments window allowing the user to add/edit comments.

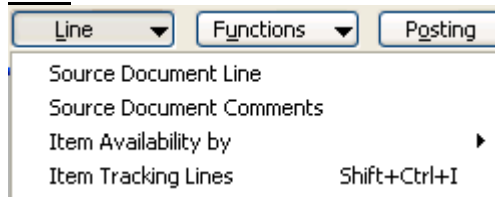
**Posted Landed Costs**- opens the posted Landed Cost List for the Landed Cost Entries, which Document Status is Partially Received.

**Landed Cost Type Allocations**- this menu item is intended for specifying additional landed cost types to be apportioned among the lines of current Landed Cost Entry. Upon clicking it the **Landed Cost Type Allocations** window is opened allowing the user to enter the Amount for Landed Cost type being allocated. Here the user can select also the Vendor to whom the amount should be posted.

See [Landed Cost Processing](#) for more details:

**Duty Allocations**- Opens the **Landed Cost Duty** window and allows for entry of flat duty amount and apportioning it among the Landed Cost lines.

## Line



**Source Document Line-** opens the **Purchase Lines** window and allows opening corresponding source document (the Purchase Order).

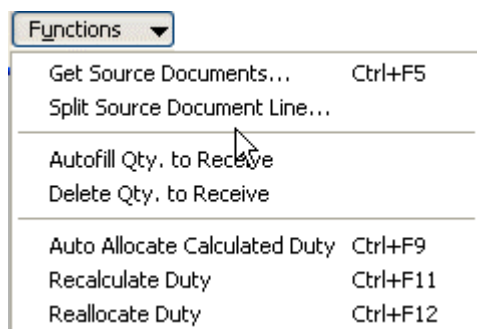
**Source Document Comments-** allows for viewing the comments of corresponding **Purchase Order**.

**Item Availability By-** Allows for Item Availability checking by Period, Variant and location.

**Item Tracking Lines-** displays information about an item tracking line existing for a serial number - or several lines existing for a lot number. It includes the associated document type, location and reservation information.

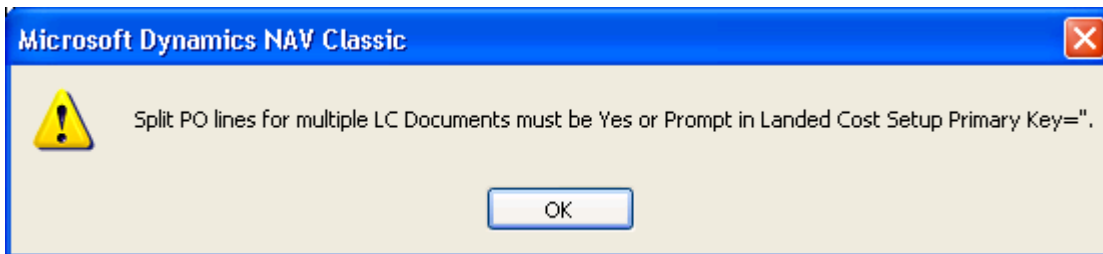
## Functions

**Get Source Documents-** opens the Purchase List and allows selecting an Order or selection of different Orders to be loaded into the current Landed Cost Entry. If there is a Vendor specified on the Landed Cost Entry only the orders of that Vendor will be listed in the Purchase List, otherwise purchases from different Vendors can be included in the single Landed Cost Entry.



**Split Source Document Line** – this function allows splitting the source purchase order into two separate lines, so that they can be included on different landed cost entries.

If the **Split PO lines for multiple LC Entries** is set to No in the **Landed Cost Setup** window this function cannot be applied and the following message will popup when trying to split a PO Line.



**Autofill Qty. To Receive**- this function allows for automatically loading the **Qty To Receive** field with the Ordered quantity values. It may be used if the **Default Qty To Receive** option is set to blank in the Landed Cost Setup.

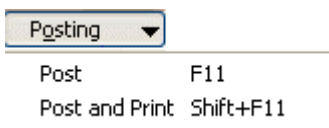
**Delete Qty To Receive**- allows the user to zero the **Qty To Receive** for all lines at once.

**Auto Allocate Calculated Duty**-this function allows the user to allocate the calculated duty amount. This function may be used if the **Auto Alloc. Calculated Duty** option is not turned on in the Landed Cost setup; otherwise the Duty Amount is allocated automatically.

**Recalculate Duty**- provides recalculation of Duty Amount when it is required, e.g when **Qty To Receive** is changed, or the Custom Classification Code is changed, etc. This function may be used if the **Auto Calc. Advanced Duty** is not turned on in the Landed Cost Setup; otherwise it is calculated automatically.

**Reallocate Duty**-provides reallocation of **Duty Amount**.

## Posting



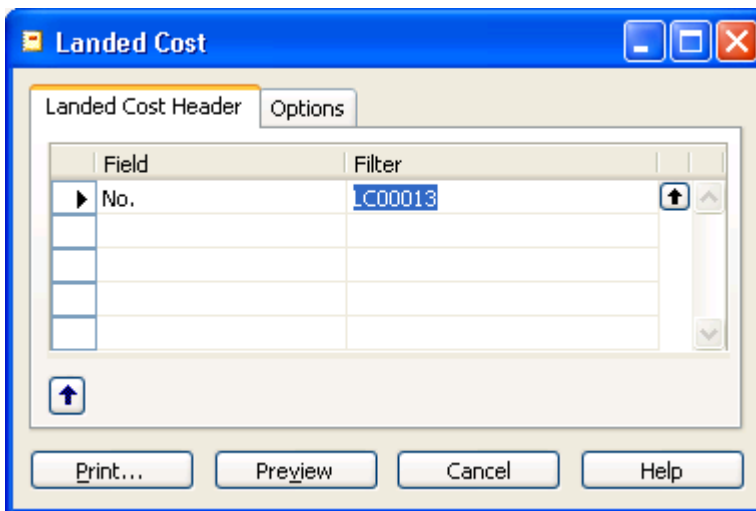
Clicking **Posting** button allows the user to choose **Post** or **Post and Print** functions when posting the Landed Cost Entry:

When you have completed all the lines and entered all the information on the landed Cost, you can post it, that is, create a receipt. **Posting, Post and Print** are processed the

same way as Post function (with Receive option) in the Purchase Order. Just two additional value entry types: **Landed Cost Duty** and **Landed Cost Allocation** will be posted to the Item Value Entries. For **Landed Cost Allocation** value entry the Cost Amount of different Landed Cost types with the same **Allocation Method** will be summed up.

## Print

Clicking the **Print** button opens the **Landed Cost Report** allowing the user to print current **Landed Cost Document**. This report can be launched also from the **Advanced Landed Cost-> Documents** menu.

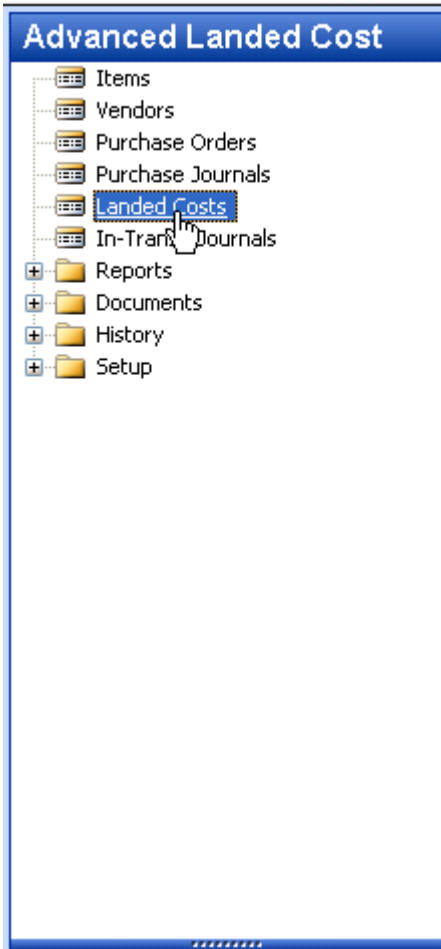


The Landed Cost report can be printed either in summary or detail forms.

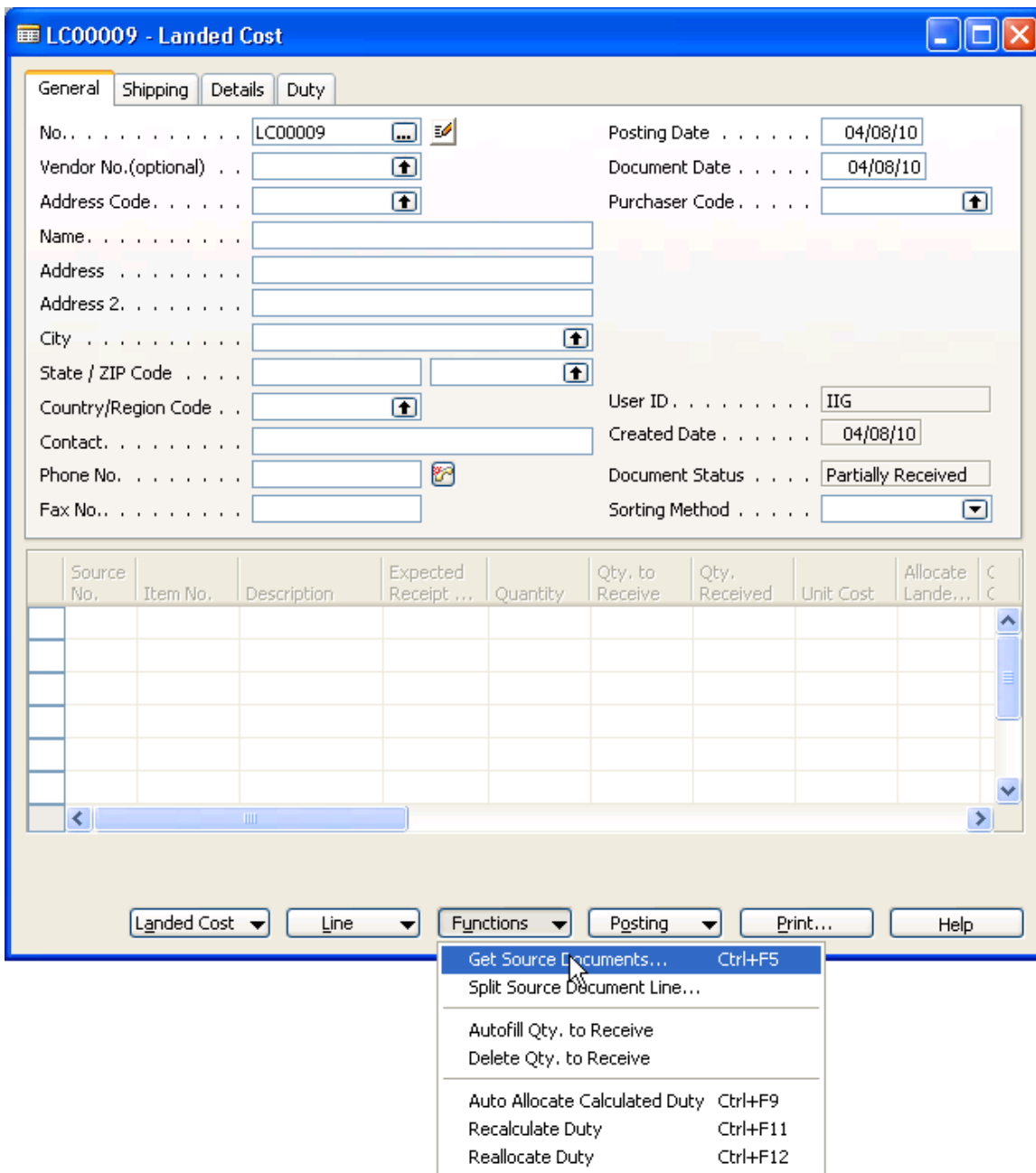
Select the **Print Details** checkbox on the **Options** tab to print the detail report.

## How to Create and Process Landed Costs:

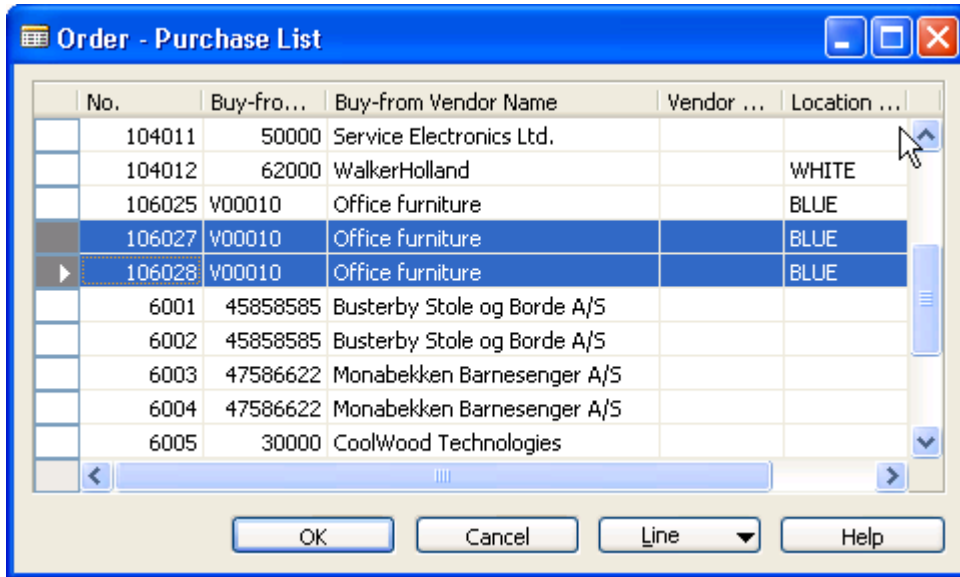
1. Open the **Landed Costs** form from the **Advanced Landed Cost** menu:



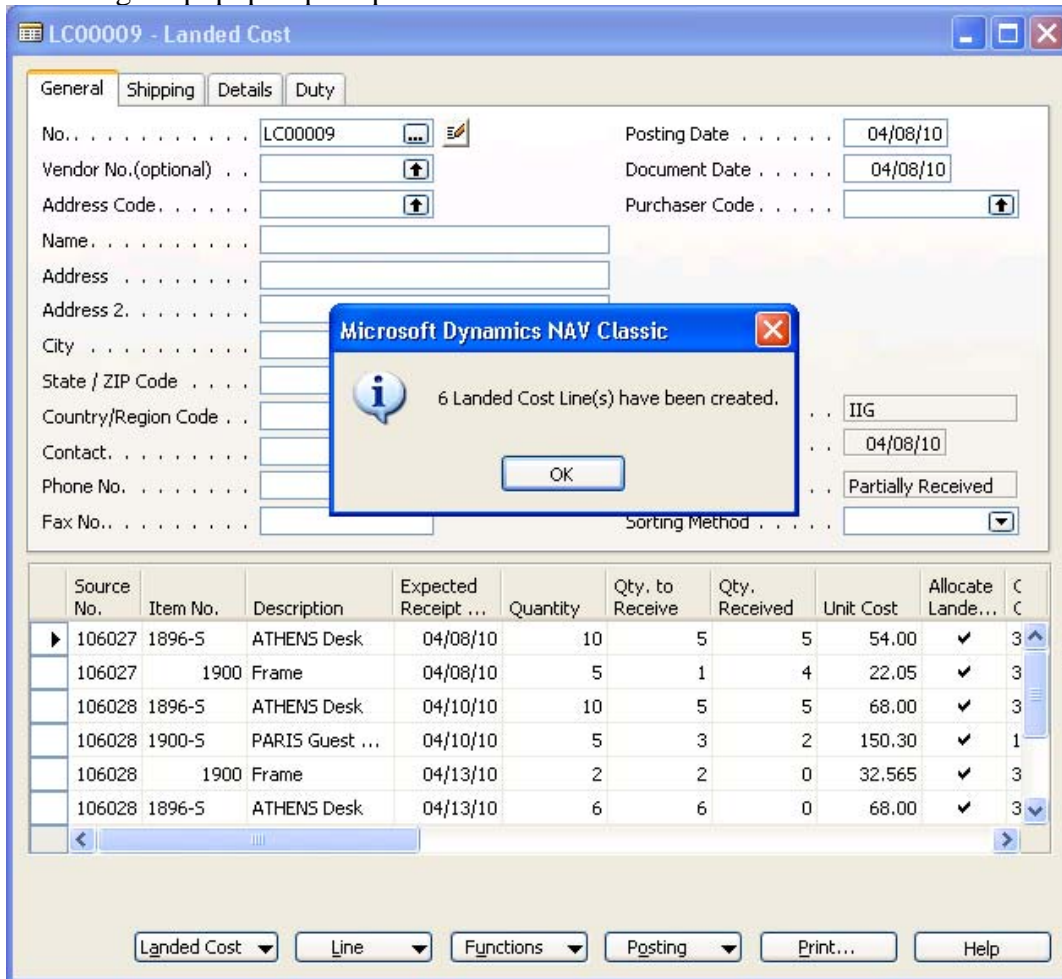
If you have already set up a default number series for Landed Cost, press *Enter* to have the program fill in this field with the next number in the series.



Select the **Get Source Documents** function to load the purchase order(s) in the Landed Cost entry. From the Purchase List select the Orders to be loaded into the current entry.



A message is popup to prompt about the number of Landed Cost Lines created.



to ve	Qty. Received	Unit Cost	Allocate Lande...	Custom Classifica...	Duty Amount	Duty Amount Received	Calculated Duty Amount	Allocated Amount
▶	5	5	54.00	✓	3926.10.00	21.00	0.00	21.00
	1	4	22.05	✓	3925.20.00	4.21	0.00	4.21
	5	5	68.00	✓	3926.10.00	24.50	0.00	24.50
	3	2	150.30	✓	1111.01.00	0.00	0.00	0.00
	2	0	32.565	✓	3925.20.00	10.51	0.00	10.51
	6	0	68.00	✓	3926.10.00	29.40	0.00	29.40

Landed Cost Line Functions Posting Print... Help

The **Duty Amount** is calculated based on the Custom Classification code and Auto allocated based on the option set in the Landed Cost Setup.

Select **Landed Cost type Allocations** from Landed Cost menu button to specify additional Landed Cost types to be allocated.

Landed Cost Type Code	Description	Amount	Vendor No.	Bal. Account No.	Document No.	Vendor Name
AIRFREIGHT	Air Freight Cost	10.00	10000	54714	LC00009-AIRF...	London Postmaster
▶ CARTAGE	Cartage Cost	50.00	01863656	54714	LC00009-CART...	American Wood Exports
DEMURRAGE	Demurrage Cost	40.00	30000	54714	LC00009-DEMU...	CoolWood Technologies
DUTY	Duty Cost	0.00				
INSURANCE	Insurance cost	0.00				
SEAFREIGHT	Sea freight cost	0.00				

Help

For each Landed Cost type the user can specify the Vendor with corresponding Bal. Account No. so that to create Purchase Journal lines when the Landed Cost will be posted.

The Landed Cost Amounts specified here will be automatically apportioned among the Landed Cost lines based on the Allocation Method of each Allocation Type. (See [Landed Cost Types](#) for detail)

Custom Classifica...	Duty Amount	Duty Amount Received	Calculated Duty Amount	Allocated Amount	Weight	Allocated Amount Rece...	In
3926.10.00	21.00	0.00	21.00	13.10	0	0.00	
▶ 3925.20.00	4.21	0.00	4.21	2.41	0	0.00	
3926.10.00	24.50	0.00	24.50	13.54	0	0.00	
1111.01.00	0.00	0.00	0.00	9.72	0	0.00	
3925.20.00	10.51	0.00	10.51	4.97	0	0.00	
3926.10.00	29.40	0.00	29.40	56.26	0	0.00	

Custom Classifica...	Duty Amount	Duty Amount Received	Calculated Duty Amount	Allocated Amount	Weight	Allocated Amount Rece...	In
3926.10.00	31.00	0.00	31.00	26.43	5	0.00	
3925.20.00	34.21	0.00	34.21	29.08	10	0.00	
3926.10.00	24.50	0.00	24.50	13.54	0	0.00	
1111.01.00	0.00	0.00	0.00	9.72	0	0.00	
3925.20.00	10.51	0.00	10.51	4.97	0	0.00	
3926.10.00	29.40	0.00	29.40	16.26	0	0.00	

Upon changing the **Weight, Qty To Receive** the **Allocated Amount** is recalculated accordingly.

After the Landed Cost amounts are allocated and there isn't any unallocated amount on the Landed Cost Entry, it can be posted.

When **Landed Cost** is posted, Purchase Journal lines with corresponding Posting Date are created if the Purchase Journal Generation is turned on in the landed Cost options. The Document No. indicates Landed Cost number and the Allocated Landed Cost type.

The screenshot shows a software window titled "DEFAULT Default (Landed Cost) - Purchase Journal". At the top, there is a "Batch Name" field set to "DEFAULT". Below this is a table with the following columns: Posting Date, D., Document No., Account Type, Account ..., and Description. The table contains three entries:

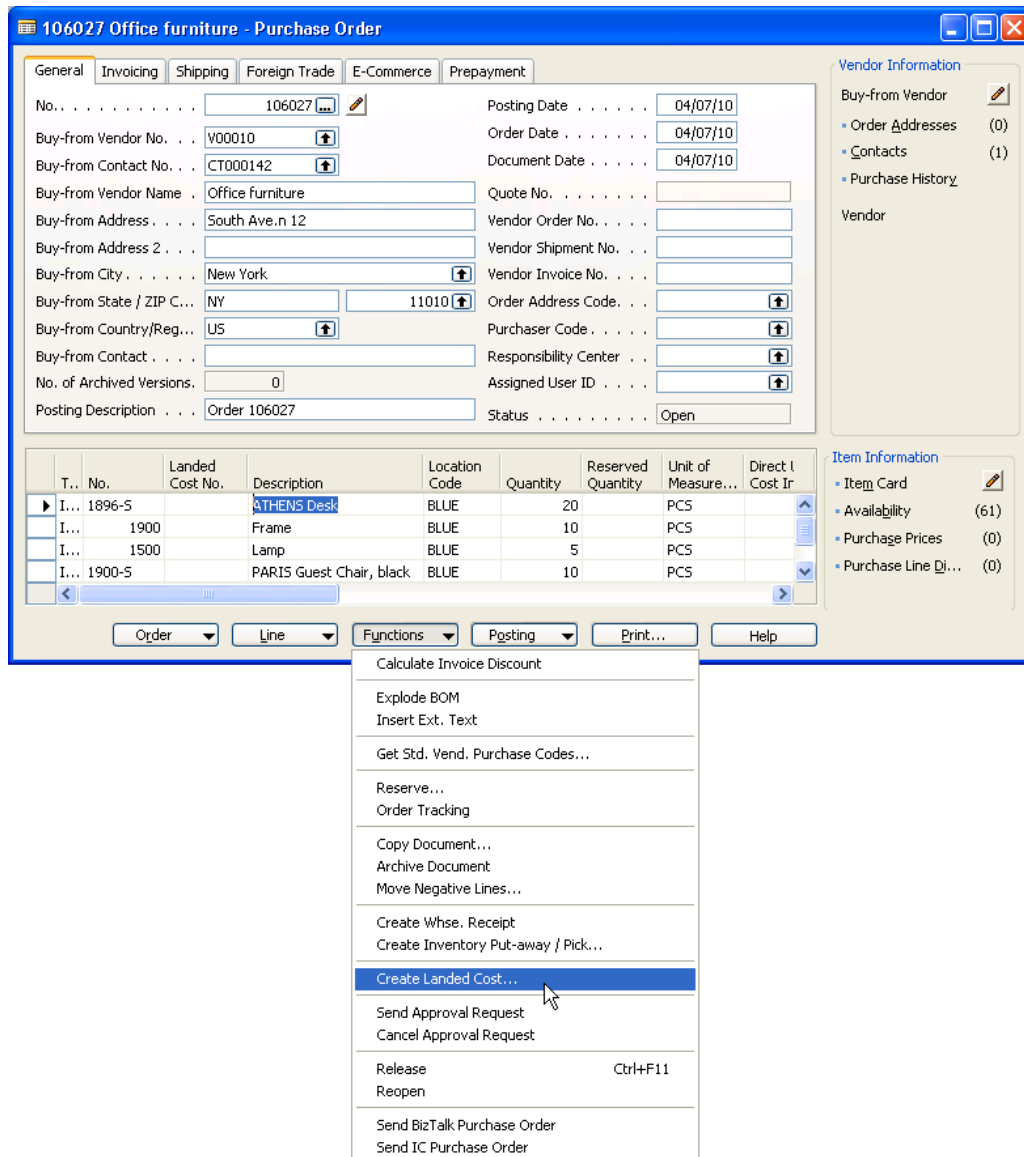
Posting Date	D.	Document No.	Account Type	Account ...	Description
04/08/10	I...	LC00009-AIRFRE...	Vendor	10000	L/C: LC00009, Posted L/C: PLC00008
04/08/10	I...	LC00009-CARTAGE	Vendor	01863656	L/C: LC00009, Posted L/C: PLC00008
04/08/10	I...	LC00009-DEMUR...	Vendor	30000	L/C: LC00009, Posted L/C: PLC00008

Below the table, there are fields for "Account Name" (London Postmaster) and "Bal. Account Name" (Landed Cost Allocation). To the right, there are "Balance" and "Total Balance" fields, both showing 0.00. At the bottom, there are several dropdown menus labeled "Line", "Account", "Functions", "Posting", and "Help".

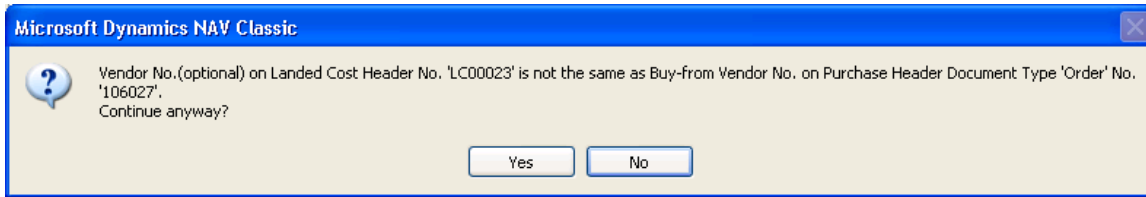
Landed Cost document can be generated also from the Purchase Order form.

## How to Generate Landed Cost Document from Purchase Order

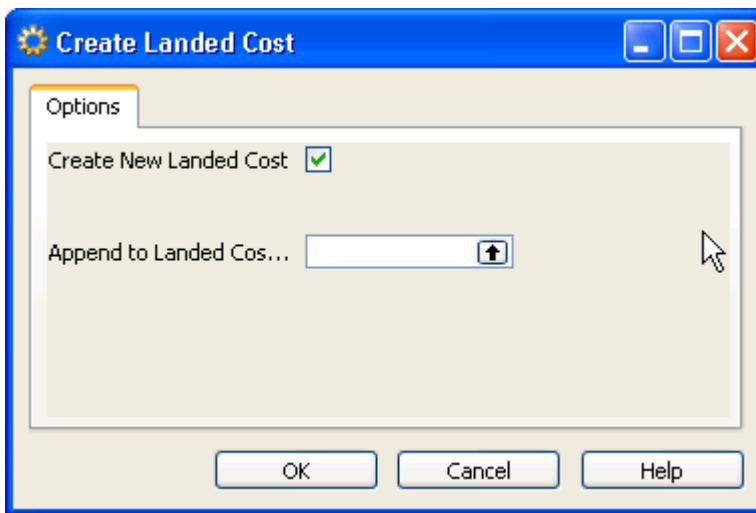
Select **Create Landed Cost** function under the **Functions** menu button.



The **Create Landed Cost** form is opened with option of creating new Landed Cost or appending the purchased lines to the one already created. When the user selects a Landed Cost Entry to append the purchased lines a message is popup if the selected Landed Cost Entry Vendor doesn't match the Vendor of current Order.



So in this case the user can select either a Landed Cost Entry without any Vendor specified on it or select one of the Landed Cost Entries created for the selected Purchase Order's Vendor.



Click OK to create new Landed Cost after making the necessary selection.  
Here is the generated Landed Cost Entry.

The screenshot shows the 'Landed Cost' window for entry LC00008. A dialog box titled 'Microsoft Dynamics NAV Classic' is displayed in the center, with the message '4 Landed Cost Line(s) have been created.' and an 'OK' button. Below the dialog, a table lists the created lines:

Source No.	Item No.	Description	Expected Receipt ...	Quantity	Qty. to Receive	Qty. Received	Unit
106027	1896-5	ATHENS Desk	04/08/10	20	20	0	
106027	1900	Frame	04/08/10	10	10	0	
106027	1500	Lamp	04/08/10	5	5	0	
106027	1900-5	PARIS Guest Chair, black	04/08/10	10	10	0	

Below the table, the text '\*Unallocated Duty(-234.85)' is displayed in red. At the bottom of the window, there are buttons for 'Landed Cost', 'Line', 'Functions', 'Posting', 'Print...', and 'Help'.

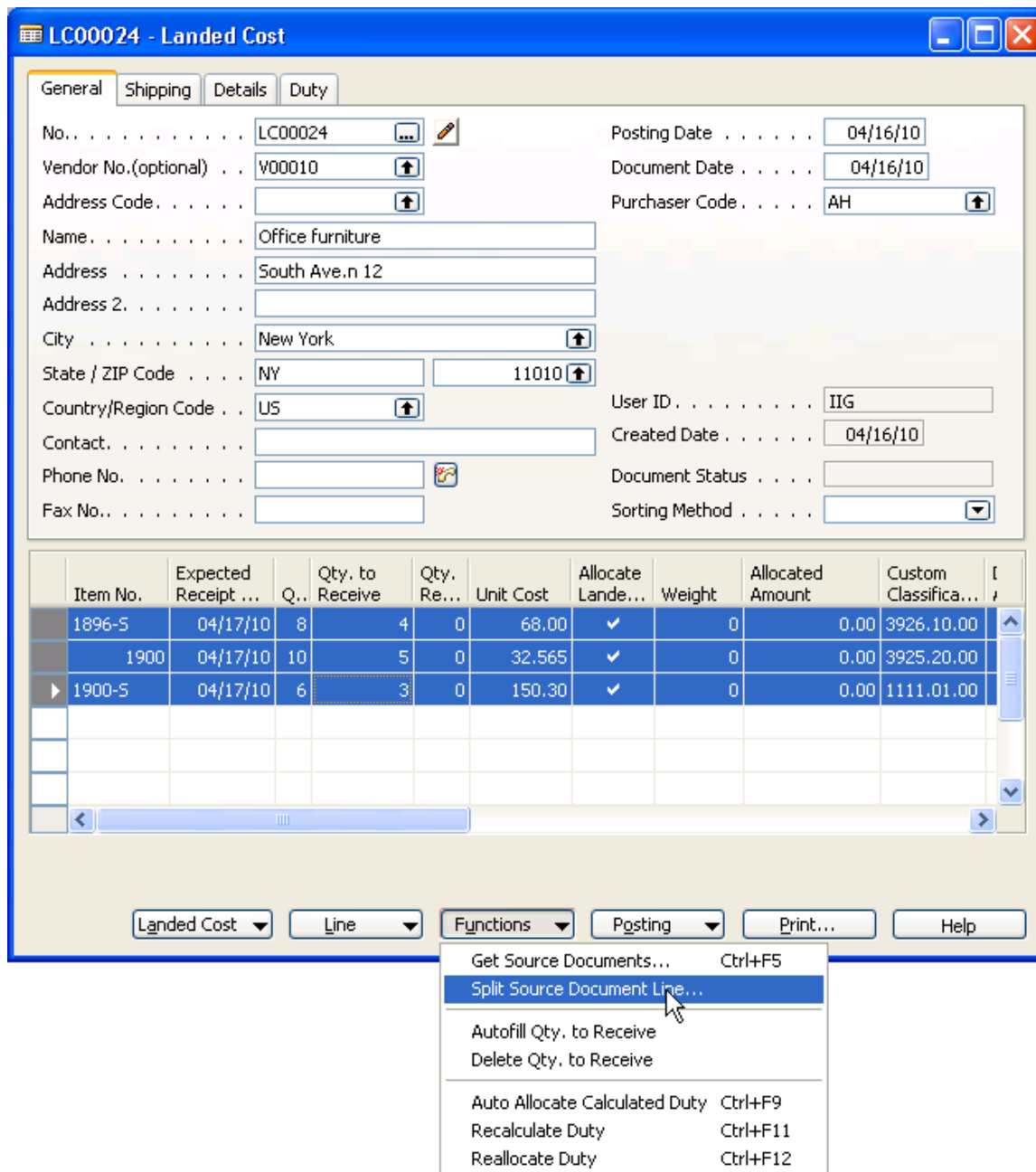
The text in red below the lines grid indicates the Duty Amount to be allocated. It appears if the Landed Cost Entry is created with the **Auto Alloc. Calculated Duty** option turned off in the Landed Cost setup.

So in this case it is necessary to apply the Auto Allocate Calculated Duty (CTRL+F9) function for Duty amount allocation.

The rest of Landed Cost processing is the same as described above for the Landed Cost created through the Landed Cost Entry.

### How to Split PO Lines for Multiple LC Documents

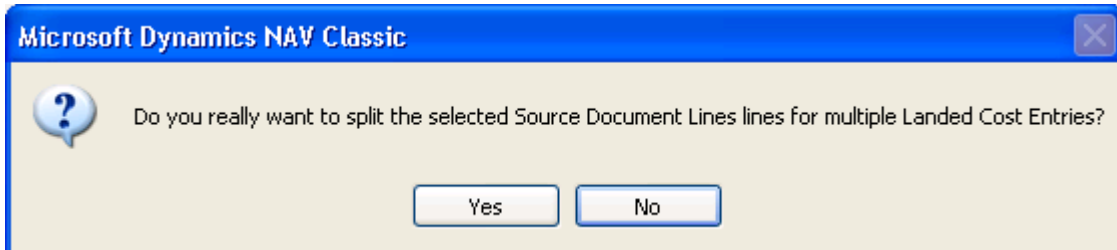
If the Split PO Lines for Multiple LC Documents option is set to Yes or Prompt in the Landed Cost Setup the user can split the PO lines and receive them through different Landed Cost entries.



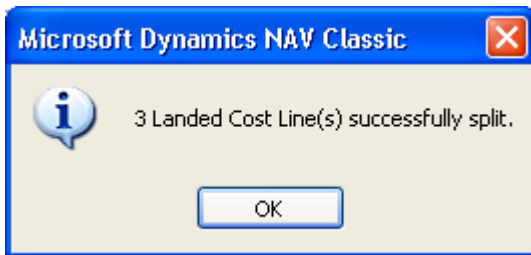
Specify the **Qty To Receive** being received by current Landed Cost Document and select the lines to be split. If no

line is selected only a line having the focus on it will be split.

The following message is appeared if **Split PO Lines for Multiple LC Documents** option is set to **Prompt** in the **Landed Cost Setup**.



After the user confirms this message another message is popup indicating the number of lines successfully split.



New lines with corresponding quantities will be inserted in the source document that can be received by another Landed Cost document later.

**106030 Office furniture - Purchase Order**

General Invoicing Shipping Foreign Trade E-Commerce Prepayment

No. . . . . 106030 Posting Date . . . . . 04/16/10  
 Buy-from Vendor No. . . . . V00010 Order Date . . . . . 04/16/10  
 Buy-from Contact No. . . . . CT000142 Document Date . . . . . 04/16/10  
 Buy-from Vendor Name . . . . . Office furniture Quote No. . . . .  
 Buy-from Address . . . . . South Ave.n 12 Vendor Order No. . . . .  
 Buy-from Address 2 . . . . . Vendor Shipment No. . . . .  
 Buy-from City . . . . . New York Vendor Invoice No. . . . .  
 Buy-from State / ZIP C... NY 11010 Order Address Code. . . . .  
 Buy-from Country/Reg... US Purchaser Code . . . . . AH  
 Buy-from Contact . . . . . Responsibility Center . . . . .  
 No. of Archived Versions. 0 Assigned User ID . . . . .  
 Posting Description . . . . . Order 106030 Status . . . . . Released

T.. No.	Landed Cost No.	Description	Location Code	Quantity	Res... Qu...	U... o...	Qu... Rec...	Qty. to Invoice	Direct Unit Cost Incl.
I... 1896-5	LC00024	ATHENS Desk	BLUE	4	P..			4	6
I... 1900	LC00024	Frame	BLUE	5	P..			5	32
I... 1900-5	LC00024	PARIS Guest ...	BLUE	3	P..			3	15
I... 1896-5		ATHENS Desk	BLUE	4	P..			4	6
I... 1900		Frame	BLUE	5	P..			5	32
I... 1900-5		PARIS Guest ...	BLUE	3	P..			3	15

Order Line Functions Posting Print... Help

**Vendor Information**  
 Buy-from Vendor  
 Order Addresses (0)  
 Contacts (1)  
 Purchase History  
 Vendor

**Item Information**  
 Item Card  
 Availability (78)  
 Purchase Prices (0)  
 Purchase Line Di... (0)

**106030 Office furniture - Purchase Order**

General Invoicing Shipping Foreign Trade E-Commerce Prepayment

No. . . . . 106030 Posting Date . . . . . 04/16/10  
 Buy-from Vendor No. . . . . V00010 Order Date . . . . . 04/16/10  
 Buy-from Contact No. . . . . CT000142 Document Date . . . . . 04/16/10  
 Buy-from Vendor Name . . . . . Office furniture Quote No. . . . .  
 Buy-from Address . . . . . South Ave.n 12 Vendor Order No. . . . .  
 Buy-from Address 2 . . . . . Vendor Shipment No. . . . .  
 Buy-from City . . . . . New York Vendor Invoice No. . . . .  
 Buy-from State / ZIP C... NY 11010 Order Address Code. . . . .  
 Buy-from Country/Reg... US Purchaser Code . . . . . AH  
 Buy-from Contact . . . . . Responsibility Center . . . . .  
 No. of Archived Versions. 0 Assigned User ID . . . . .  
 Posting Description . . . . . Order 106030 Status . . . . . Released

T.. No.	Landed Cost No.	Description	Location Code	Quantity	Res... Qu...	U... o...	Qu... Rec...	Qty. to Invoice	Direct Cost I
I... 1896-5	LC00024	ATHENS Desk	BLUE	4	P..			4	6
I... 1900	LC00024	Frame	BLUE	5	P..			5	32
I... 1900-5	LC00024	PARIS Guest ...	BLUE	3	P..			3	15
I... 1896-5	LC00025	ATHENS Desk	BLUE	4	P..			4	6
I... 1900	LC00025	Frame	BLUE	5	P..			5	32
I... 1900-5	LC00025	PARIS Guest ...	BLUE	3	P..			3	15

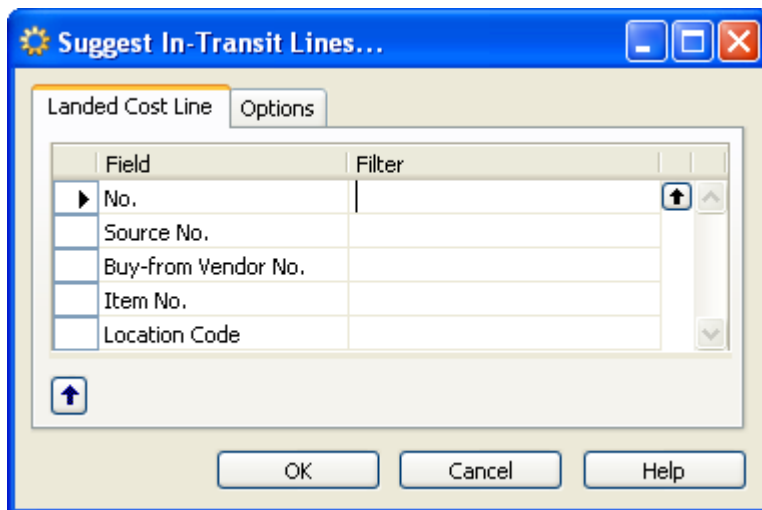
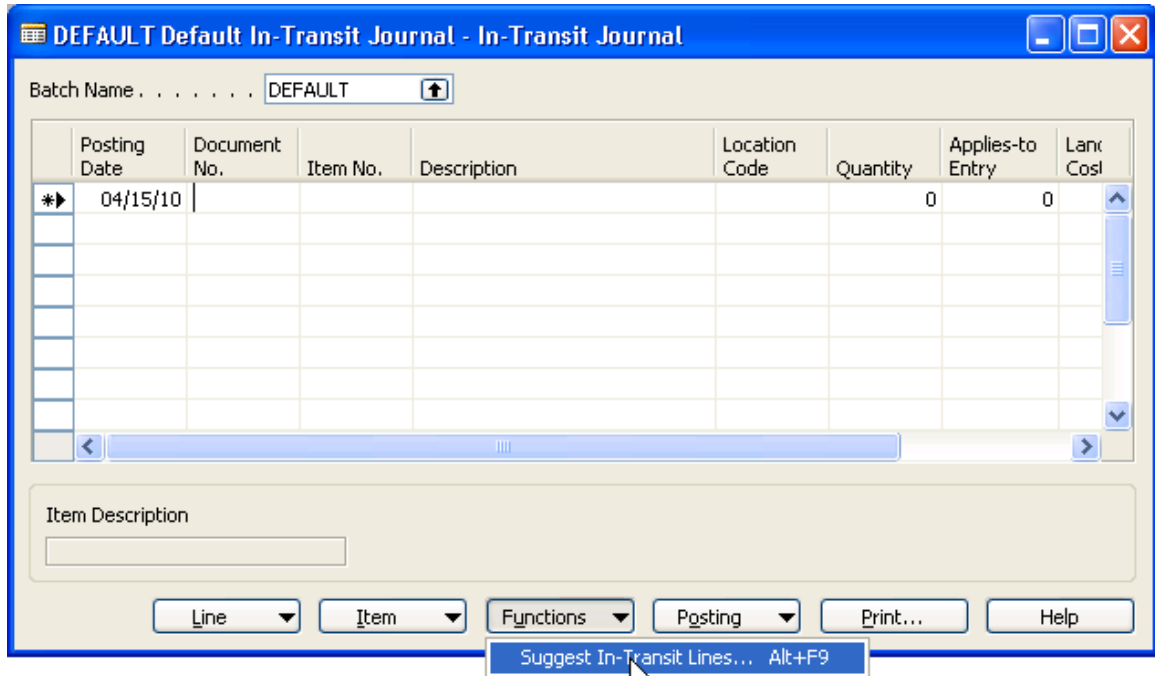
Order Line Functions Posting Print... Help

**Vendor Information**  
 Buy-from Vendor  
 Order Addresses (0)  
 Contacts (1)  
 Purchase History  
 Vendor

**Item Information**  
 Item Card  
 Availability (90)  
 Purchase Prices (0)  
 Purchase Line Di... (0)

## How to Transfer Landed Cost Lines to the In-Transit Location

Before posting the **Landed Cost Entry** the user can transfer the Items of the Landed Cost Entry to the In Transit Warehouse.



Select the desired **Landed Cost** number(s) and click Ok to have the lines of the Landed Cost posted to the In-Transit Journal. After the In-Transit journal is posted the Items will be transferred to the In-Transit Warehouse.

DEFAULT Default In-Transit Journal - In-Transit Journal

Batch Name . . . . . DEFAULT

Posting Date	Document No.	Item No.	Description	Location Code	Quantity	Applies-to Entry	Landed Cost
04/08/10	106027	1896-5	ATHENS Desk	LC IN TRAN	5	0 LC00	
04/08/10	106027	1900	Frame	LC IN TRAN	1	0 LC00	
04/08/10	106028	1896-5	ATHENS Desk	LC IN TRAN	5	0 LC00	
04/08/10	106028	1900-5	PARIS Guest Chair, black	LC IN TRAN	3	0 LC00	
04/08/10	106028	1900	Frame	LC IN TRAN	2	0 LC00	
04/08/10	106028	1896-5	ATHENS Desk	LC IN TRAN	6	0 LC00	

Item Description  
ATHENS Desk

Line    Item    Functions    Posting    Print...    Help

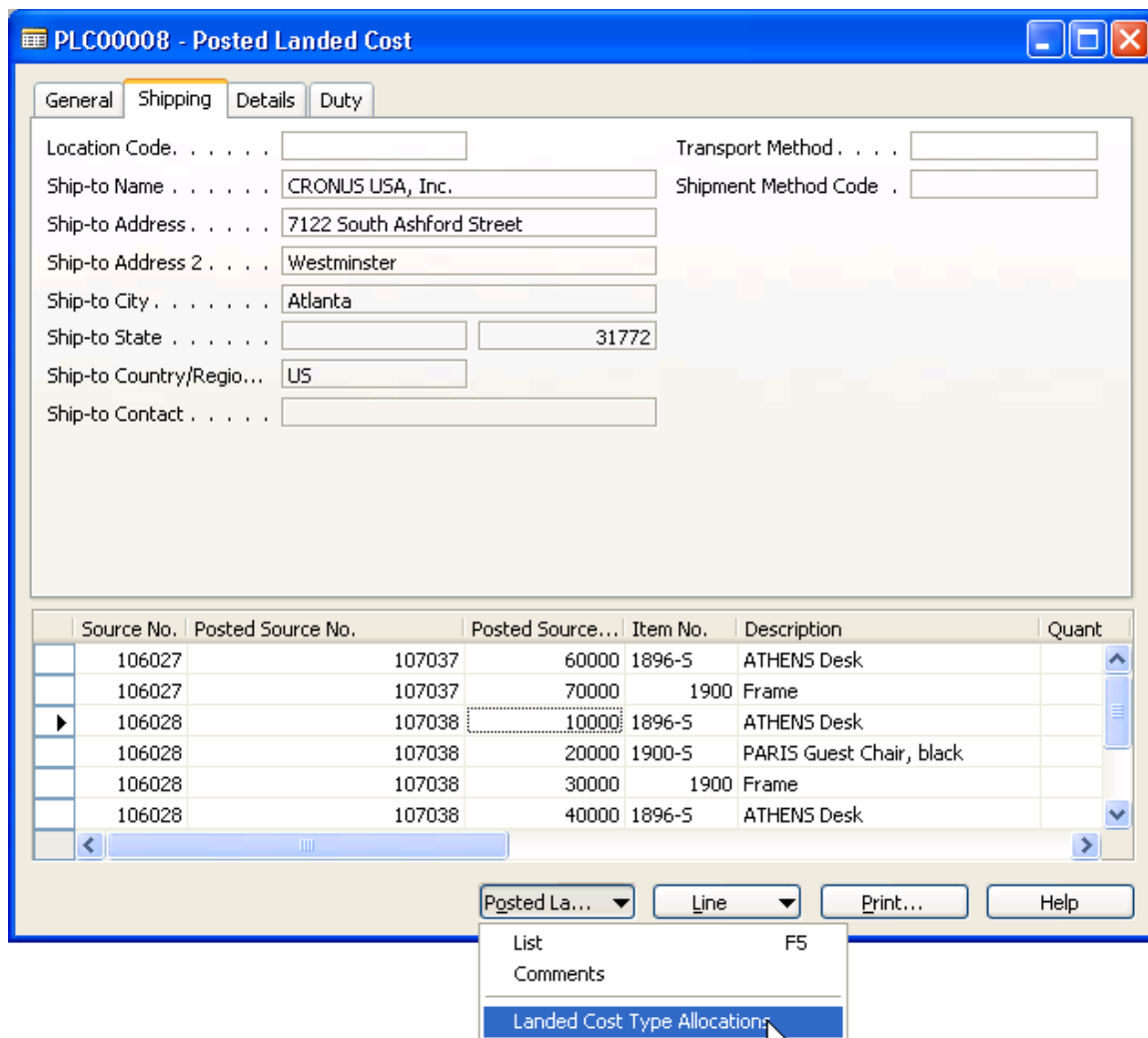
## Landed Cost History

**Posted Landed Cost, Posted Receipts** and **Posted Invoices** forms can be launched from the **History** menu.

### Posted Landed Cost

The **Posted Landed Cost** window is similar to the standard **Posted Purchase Receipt** window and is intended for viewing Landed Cost Entries that have been posted.

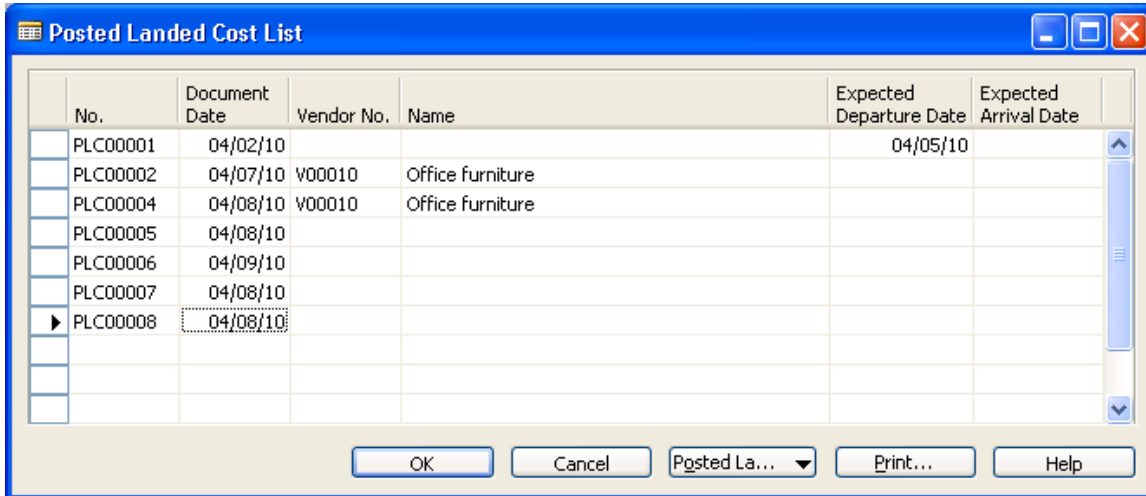
It contains a header with tabs for various types of information about the Shipping, and lines with details about the items that were received. You cannot change the information in the fields in the window.



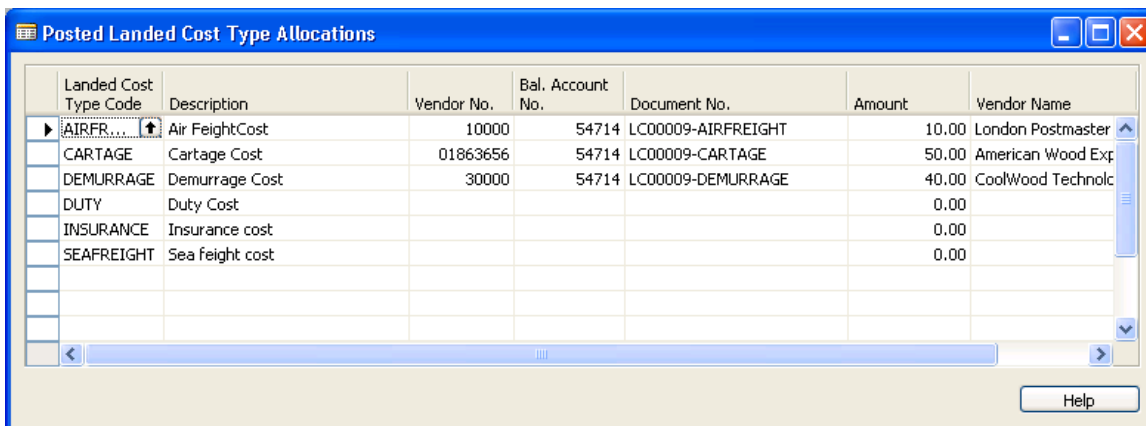
The **Posted Landed Cost, Line, Print** menu buttons are available on the **Posted Landed Cost** form:

**Posted Landed Cost:**

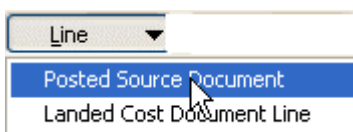
**List (F5)**- opens the list of posted Landed Cost Entries.  
**Comments**- opens the Comments window allowing the user to add/edit comments.



**Landed Cost Type Allocations**- allows viewing additional landed cost types apportioned among the lines of current Landed Cost Entry.



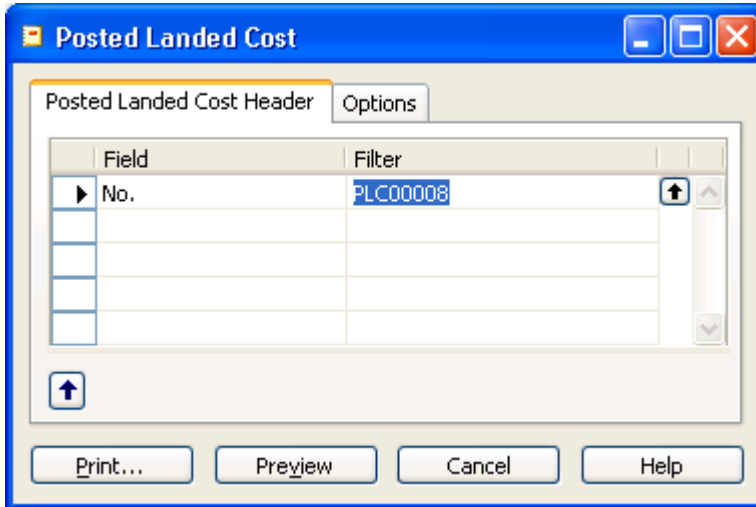
**Line:**



**Posted Source Document**- opens the posted source document (Purchase Receipt) for the selected line.

**Landed Cost Document Line**- opens the **Landed Cost Lines** form loaded with the lines of the Landed Cost that have not been posted yet.

**Print**- opens the **Posted Landed Cost** report.



This report can be launched also from the **Advanced Landed Cost-> Documents** menu.

Below is an example of printout for summary report.

**Posted Landed Cost**  
\_CRONUS USA, Inc. July 6, 2010  
Page 1  
iig

**Vendor No.** No. PLC00008  
**Vendor Name** Document Date 04/08/10  
**Address Code** Location Code

Buy From:  Ship To:  
CRONUS USA, Inc.  
7122 South Ashford Street  
Westminster  
Atlanta, 31772  
USA

Item No.	Description	Location Code	Qty.	Unit Cost	All LC	Allocated Amount	Duty Amount	UOM	Source No.
1896-S	ATHENS Desk	BLUE	5	54.00	Yes	13.10	21.00	PCS	106027
1900	Frame	BLUE	1	22.05	Yes	2.41	4.21	PCS	106027
1896-S	ATHENS Desk	BLUE	5	68.00	Yes	13.54	24.50	PCS	106028
1900-S	PARIS Guest Chair, black	BLUE	3	150.30	Yes	9.72	0.00	PCS	106028
1900	Frame	BLUE	2	32.565	Yes	4.97	10.51	PCS	106028
1896-S	ATHENS Desk	BLUE	6	68.00	Yes	56.26	29.40	PCS	106028
<b>Totals</b>						100.00	89.62		

LC Type Code	Description	Vendor	Document No.	Amount
AIRFREIGHT	Air Freight Cost	10000 - London Postmaster	LC00009-AI	10.00
CARTAGE	Cartage Cost	01863656 - American Wood Exports	LC00009-C	50.00
DEMURRAG	Demurrage Cost	30000 - CoolWood Technologies	LC00009-D	40.00
DUTY	Duty Cost	-		0.00
INSURANCE	Insurance cost	-		0.00
SEAFREIGH	Sea freight cost	-		0.00
<b>Total</b>				100.00

If the **Print Details** checkbox is selected on the **Options** tab the information of the **Posted Landed Cost Details** tab will be available on the report.

**Posted Landed Cost**

Posted Landed Cost Header Options

Print Details . . . . .

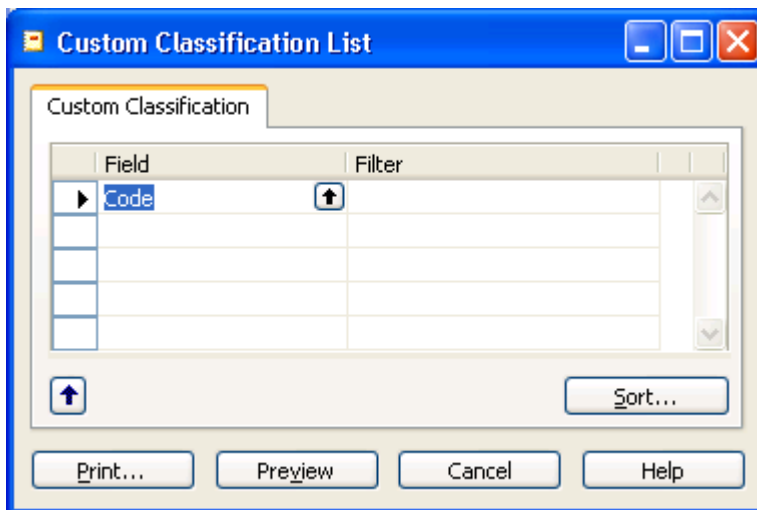
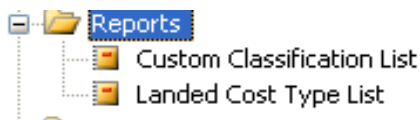
Print... Preview Cancel Help

The **Posted Invoices** and **Posted Receipts** menu items are standard Dynamics NAV forms, which have been added to the **Advanced Landed Cost** menu just for the user friendliness.

## Reports

### Custom Classification List

The **Custom Classification List** and **Landed Cost Type List** reports can be accessed from the Advanced Landed Cost Reports menu:



The report can be printed with filter(s) applied to any of the the following fields:

**Print Preview**

**Custom Classification List**  
\_CRONUS USA, Inc.

July 6, 2010  
Page 1  
iig

Code	Description	% of Unit Cost	Flat Amount per Unit	Flat Amount per Weight	Flat Amount per Cubage
1111.01.00	Duty Free	0.00	0.00	0.00	0.00
3925.20.00	Doors, windows and frames	10.00	2.00	3.00	0.00
3926.10.00	Office or school supplies	5.00	1.50	2.00	0.00
4002.91.00	Latex	20.00	0.20	3.00	0.00

100% Page 1 Report generation completed (1 pages) Help

## Landed Cost Type List

The **Landed Cost Type List** report allows printing the list of additional landed cost types set up in the system.

