

[Type the document title]

A Special Item called **ETP** “Employee Tool Program” has been created Corporately in Master Data and has been pushed to stores.

- Set at \$0 dollar as this code is for tracking purpose only

Store Procedure

- Place the tool to be purchased part on a document
- Place the Corporate created Special Item on the document – for tracking purposes only.

Invoice Branch 0964 Canadian Tire Associate Store #964

Menu Close New Print Allocate Sell Schedule Delete PIN History

Open Invoice Next # Comment

Account# 12833638.0964 Name CANADIAN TIRE - PART CORP LTD Order Date 170717 Completed ☐

Address1 2180 YONGE ST Address2 170717 Ship Date 170717

City, State/Prov Postal/ZIP TORONTO PE M4S2B9 Invoice Date 170717

Contact 416 480-3000 Bus Ph 416 480-3000 Home Ph CASH Terms

eMail l.schwartz@cantire.com Mobile Ph Salesperson

Written By 15:18 Time in Promised PO# Buying Group

Vehicle Rebill to Contacts Notes

Existing Vehicle... New Vehicle... Vehicle Details... ODO In

Year Make Model / Engine

Remove Vehicle

Licence VIN Unit#

Colour Type Tag Alerts

#	Status	Item	Description	Size Complete?	Qty or Hrs	List	Disc	Net	Tax	TaxOut	+
1	Required PO	0547121	MASTERCRAFT MC 20V ANGLE GRINDER Mastercraft 20V		1	119.99		119.99	H	119.99	
2	OnOrder	ETP	Employee Tool Purchase		1	0.00		0.00	H	0.00	
3	Received										
4											
5											
6											
7											
8											
9											
10	SS		Shop Supplies			0.00		0.00	H	0.00	
Totals:						Tax Out	HST	PST		Tax In	
						+	119.99	15.60	0.00	135.59	

Payment Options Check stock...

- Employee will enter the **DIS** code
- The System Override popup will come up requiring the employee to enter a pin and code authorizing the discount (Dealer will have control over who can give discounts)

[Type the document title]

Open Invoice 10096400000315

Account# 12833638.0964 Name CANADIAN TIRE - PART CORP LTD Address1 2180 YONGE ST City, State/Prov TORONTO PE Postal/ZIP M4S2B9 Contact 416 480-3000 Home Ph 416 480-3000 eMail l.schwartz@cantire.com Written By 15:18 Time in Promised PO#

Order Date 170717 Ship Date 170717 Invoice Date 170717 Terms CASH Salesperson Buying Group

Vehicle Rebill to Contacts Notes Existing Vehicle... New Vehicle... Vehicle Details... Year Make Model / Engine ODO In Auth Out Licence VIN Unit# Colour Type Tag Alerts

#	Status	Item	Description	Size Complete?	Qty or Hrs	List	Disc	Net	Tax	TaxOut	+	
1	Requires PO	0547121	MASTERCRAFT MC 20V ANGLE GRINDER Mastercraft 20V		1	119.99		119.99	H	119.99		
2	On Order	ETP	Employee **					0.00	H	0.00		
3	Received	DIS										
4												
5												
6												
7												
8												
9												
10		SS	Shop Su					0.00	H	0.00		
									PST		Tax In	
									0.00		135.59	

System Override

Allow Document Level Discount

Employee Code: *

Employee PIN: *

Reason:

OK * Denotes required fields. Cancel

- Employee will enter 15%

Enter Document Discount:

% 15 \$

OK Cancel

[Type the document title]

- Discount is applied

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Account# 12833638.0964 Name CANADIAN TIRE - PART CORP LTD Address1 2180 YONGE ST City, State/Prov. TORONTO PE Postal/ZIP M4S2B9 Contact 416 480-3000 Home Ph. 416 480-3000 eMail l.schwartz@cantire.com Written By Time in 15:18 Promised PO#

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Vehicle Rebill to Contacts Notes

Existing Vehicle... New Vehicle... Vehicle Details...

Year Make Model / Engine ODO In

Remove Vehicle Licence VIN Unit#

Colour Type Tag Alerts

#	Status	Item	Description	Size Complete?	Qty or Hrs	List	Disc	Net	Tax	TaxOut	+
1	OnOrder	0547121	MASTERCRAFT MC 20V ANGLE GRINDER Mastercraft 20V		1	119.99		119.99	H	119.99	
2	OnOrder	ETP	Employee Tool Purchase		1	0.00		0.00	H	0.00	
3	OnOrder	DIS	15.% x 119.99 = \$18.00 Document Level Discount		-1	18.00		18.00	H	-18.00	
4											
5											
6											
7											
8											
9											
10		SS	Shop Supplies					0.00	H	0.00	
						Totals: Tax Out	HST	PST		Tax In	
						+	101.99	13.26	0.00	115.25	

Payment Options Check stock...

Home Office can track amounts by documents with the **ETP** Special Item and the **DIS** Special Item on them.