Review Sale Return Inquiry

How to Review Sale Return Inquiry in Muhasib ERP

Overview

This guide will help you find a sale return, inspect its original-sale link and current effects, and determine whether correction is required.

You get source-level evidence of the return and its correction needs.

Who can do this

You need access to Sale Return Inquiry and view rights for return, original sale, customer, payment, and stock details.

Before you start

Have return number/reference, original invoice, customer, item, date range, amount, or user.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Back Office → Sales & Customers → Sale Return Inquiry.

Review Sale Return Inquiry

Step 1: Set company and date range

Step 2: Filter by return/original invoice/customer/item/status where supported

Step 3: Open the exact return

Step 4: Review returned quantities, price, tax, location, batch/serial, reason, and settlement

Step 5: Confirm link to the original sale

Step 6: Trace stock, customer, payment, and journal effects

Check your work

Inquiry/detail compare and confirm to original invoice, Sale Return Report, stock ledger, customer ledger, and refund/credit.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- Expand scope and check company when a return is missing.
- Search for duplicates before entering another return.

Related guides

- Return a Sale
- Review the Sale Return Report
- Pay or Refund a Customer

What to do next

> **Return a Sale**.

Revision #0
Created 2026-09-04 09:20:55 UTC by Shah Rukh Saeed
Updated 2026-09-07 10:14:00 UTC by Shah Rukh Saeed