Return a Temporary Sale

Return a Temporary Sale

Overview

This guide will help you record an authorized return through the Temporary Sale Return workflow.

Muhasib stores the temporary return; whether it posts stock or financial entries immediately must be established by system testing.

Who can do this

You need access to Temporary Sale Return and needed customer, item, location, batch, and serial.

Before you start

Identify the source temporary sale and get approval for items, quantities, destination, and customer settlement.

> 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 → Temporary Sale Return.

Return a Temporary Sale

Step 1: Open Temporary Sale Return

Step 2: Select or reference the source transaction

Step 3: Confirm customer and return date

Step 4: Select returned lines and quantities

Step 5: Confirm location, batch, serial, price, tax, and reason

Step 6: Review the effect shown by the form and save once

Check your work

Confirm the saved return, source link, quantities, status, and any stock or ledger effects.

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

If something goes wrong

- Use the normal Sale Return for a finalized invoice unless policy specifies otherwise.
- Do not retry until you have searched for the first save.

Related guides

- Create a Temporary Sale
- Convert a Temporary Sale to an Invoice
- Return a Sale

What to do next

> **Create a Temporary Sale**.

Revision #0
Created 2026-09-04 09:21:06 UTC by Shah Rukh Saeed
Updated 2026-09-07 10:14:00 UTC by Shah Rukh Saeed