

Chapter 24 Stock Handling and Inventory Control

Section 24.1 Stock Handling

Section Outline with Content and Academic Vocabulary

Section Outline

Stock Handling

Receiving Merchandise

Facilities

Receiving Records

Checking Merchandise

Methods of Checking

Returning Merchandise

Marking Merchandise

Price Ticket Information

Transferring Merchandise

Content Vocabulary

receiving record Information recorded by businesses about the goods they receive. (p. 558)

blind check method A method of checking whereby the receiver writes the description of the merchandise, counts the quantities received, and lists them on a blank form or dummy invoice. The list is then compared to the actual invoice after the blind check is made. (p. 559)

direct check method A method of checking in which the merchandise is checked directly against the actual invoice or purchase order. (p. 560)

spot check method A random checking method of one carton in a shipment for quantity, and one item in the carton is inspected for quality; if they are as stated on invoice, remaining cartons are assumed to be in the same condition. (p. 560)

quality check method A checking method that inspects workmanship and general characteristics of the received merchandise. (p. 560)

source marking Method used by sellers or manufacturers to mark the price before delivering the merchandise to the retailer. (p. 561)

preretailing marking method A method of marking in which the pricing information is marked in advance on the purchase order, then entered into the buyer's computer system, and prices are available for marking as soon as merchandise is received. (p. 562)

Academic Vocabulary

routing Sending via a specific route. (p. 559)

error A wrong action attributable to bad judgment or ignorance or inattention. (p. 560)