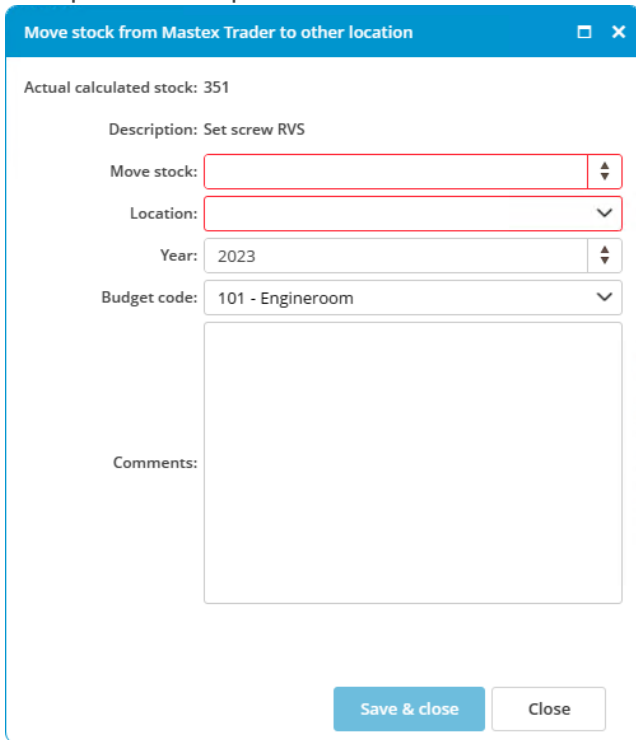


How do I move stock to another location?

1. Right-click on a part and select **Edit...**
2. Go to the tab **Stock from other locations.**
3. Click right of the location name on **Move stock to other location.**
4. Complete all required fields.



The screenshot shows a dialog box titled "Move stock from Mastex Trader to other location". Inside the dialog, the text "Actual calculated stock: 351" is displayed. Below this, the "Description" field is populated with "Set screw RVS". The "Move stock:" field is empty and has a red border. The "Location:" field is empty and has a red border. The "Year:" field is populated with "2023". The "Budget code:" field is populated with "101 - Engineroom". Below these fields is a large empty text area labeled "Comments:". At the bottom right of the dialog are two buttons: "Save & close" and "Close".

5. Click on **Save & close.**

A change will be made based on the selected ledger account. This keeps the budget up to date. This change can be consulted in the history.

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