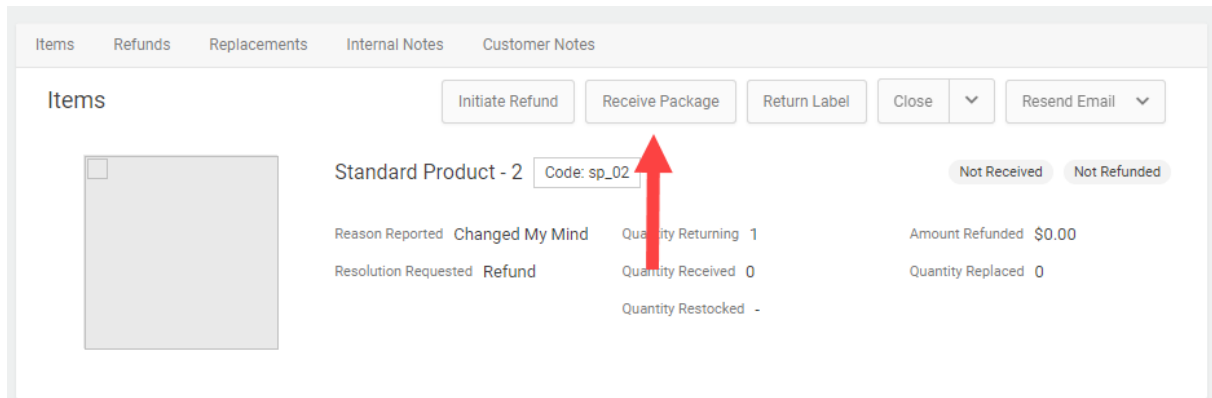


Receive a Return

When you receive the product from the shopper:

1. Go to **Main > Orders > Returns**.
2. Click on the return you are receiving the product for.
3. In the **Items** tab, click **Receive Package**.



4. In the modal that opens, update the **Qty Received Now** to indicate the quantity of the item you received.
5. If the item is restockable, update the **Quantity Restockable** field to add any quantity of the item back to your inventory.
6. Select a **Restock Location**.
 - o This will restock, or update, the inventory levels at that location with the returned items. Only locations that support inventory management are selectable.
 - o Though this usually matches the return location selected at initiation, different restock locations can still be chosen for quantities within a line item, such as if 5 of the product were being restocked to one location and 5 to another location.
7. Click **Mark as Received** to confirm your updates.

Recieve Package for Return #91

<input checked="" type="checkbox"/>	Code	Product	Return Reason	Qty Returning	Qty Already Received	Qty Received Now	Quantity Restockable
<input checked="" type="checkbox"/>	sp_01	Standard Product - 1	Damaged	10	2	4	4

Select the Restock Location

- Location 1
- Location 2
- Location 3
- Location 4
- Location 5
- Location 6
- Location 7

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Cancel Mark as Received

Note that any item identifiers will be displayed as a tooltip for the item.