


Receipts

The screenshot shows the 'Fresh Fruits And Vegetables Order Receipt System (FFAVORS WEB)' interface. At the top, there is a blue header with the system name and a date of 'Wednesday, May 13, 2015'. Below the header, the page is divided into several sections. On the left, there is a 'Customer Homepage' section with a 'Welcome, BEDFORD, VA' message. A 'Past Due Receipts message' box is overlaid on this section, containing the text: 'You have receipts that are past due. You will be unable to place any new orders until the past due receipts are processed. Select the 'Receipts' link to process the receipts.' Below this, there is a 'Please Read (updated on 6/28/15)' section with a list of changes: 'Orders' link renamed to 'Receipts', 'Receipts' link renamed to 'Edit Receipts', and 'Product News Flashes' and 'Email Account Specialist' links moved to the main menu. A 'Receipts Due message' box is overlaid on the 'Orders' section, which contains a red warning: '** You have receipts that are due now **'. A green arrow points to the 'Receipts' link in the 'Orders' section. The 'Reports' section is also visible at the bottom left.

To edit a receipt, select the 'Receipts' link. The Past Due Receipts message at the top of the main portal page indicates that no orders can be placed until the Past Due receipts are processed. The Receipts Due message indicates that there are receipts ready to be processed. Orders are considered Past Due if they have not been receipted by the 7th day after the scheduled RDD.

Select An Order To Receipt

Home Help Logout



Fresh Fruits And Vegetables Order Receipt System (FFAVORS WEB)

Date: Friday, June 19, 2015

Receipts

Receipts are 'Past Due' if not receipted within 7 calendar days of RDD

	<u>CUSTOMER_CODE</u>	<u>CUSTOMER_NAME</u>	<u>RDD</u>	<u>CALENDAR DAYS PAST RDD</u>	<u>RECEIPT_DT</u>	<u>RECEIPTED BY</u>
Edit	YVA620	BEDFORD ELEMENTARY	6/8/2015	11 Vendor has not Accepted		
Edit	YVA620	BEDFORD ELEMENTARY	6/10/2015	9 Past Due		
Edit	YVA620	BEDFORD ELEMENTARY	6/15/2015	4	6/18/2015 11:54:34 AM	TODD SIXEAUTH
Edit	YVA635	BEDFORD MIDDLE	6/15/2015	4		

[Return to Main Menu](#)

Contact FFAVORS Help Desk

Select the receipt to edit.

Edit Receipts

View an Order

Product News Flashes

Current Fund Balances

Email Account Specialist

Select a Different Customer

Remove customer lock and return to home page

BEDFORD, VA Ordering for BEDFORD ELEMENTARY

Edit Receipt

Edit Receipt Detail	
Order Summary For:	YVA620
Order Confirmation Number:	53/196268
Requested Delivery Date:	05/13/2015
Order Date:	05/07/2015

Review receipt quantities, change quantity/reason on line items as necessary, and select 'PROCESS Pending Receipt' button.

Item Code	Description	Case Contents	Case Price	Case Order Qty	Case Receipt Qty	Receipt Cost	Fund Source	Reason for Receipt Qty Difference
14101	HONEYDEW CHL CHUNKS 1/5 LB BQ	5 LB	\$5.33	1	<input type="text" value="1"/>	\$5.33	Federal	N/A
14B17	RASPBERRIES 12/0.5 PT PG ***LOCAL GROWN***	1 CO	\$1.67	1	<input type="text" value="1"/>	\$1.67	Federal	N/A
14F13	TANGFRINF FALL GLOW 100 CT, 1/35 lb cs	35 LB	\$2.30	1	<input type="text" value="1"/>	\$2.30	Federal	

Federal Dollars represent a shared pot of money controlled by BEDFORD, VA

	State \$	Federal \$	Total Cost, This Receipted Order
Starting Balance	\$0.00	\$5,000.00	
Spent, Previous Orders	\$0.00	\$140.06	
Cost, This Receipted Order	\$0.00	\$9.30	\$9.30
Remaining Balance	\$0.00	\$4,850.64	

1. Enter quantity change

2. Enter the correct 'Reason'

3. Select to complete the Receipting step

1. Make any changes in the 'Case Receipt Qty' column.
2. Select a reason in the 'Reason for Receipt Qty Difference' column.
3. Select the 'PROCESS Pending Receipt' button.

Receipt Saved

[View an Order](#)

[Product News / Issues](#)

[Current Fund Balances](#)

[Email Account Specialist](#)

[Select a Different Customer](#)

[Remove customer lock and return to home page](#)

Receipt was successfully updated.

BEDFORD, VA Ordering for BEDFORD ELEMENTARY

[Edit Receipt](#)

Edit Receipt Detail	
Order Summary For:	YVA620
Order Confirmation Number:	537196268
Requested Delivery Date:	05/13/2015
Order Date:	05/07/2015

Item Code	Description	Case Contents	Case Price	Case Order Qty	Case Receipt Qty	Receipt Cost	Fund Source	Reason for Receipt Qty Difference
14J04	HONEYDew CHI CHUNKS 1/5 LB BG	5 LB	\$5.33	1	<input type="text" value="0"/>	\$0.00	Federal	NOT DELIVERED
14U42	RASPBERRIES 12/0.5 PT PG ***LOCAL GROWN***	1 CU	\$1.67	1	<input type="text" value="1"/>	\$1.67	Federal	N/A
14F13	TANGERINE FALL GLOW 100 CT, 1/35 lb cs	35 LB	\$2.30	1	<input type="text" value="1"/>	\$2.30	Federal	N/A

This order was received on 6/3/2015 10:41:31 AM CT.

Federal Dollars represent a shared pot of money controlled by BEDFORD, VA

	State \$	Federal \$	Total Cost, This Received Order
Starting Balance	\$0.00	\$5,000.00	
Spent, Previous Orders	\$0.00	\$140.06	
Cost, This Received Order	\$0.00	\$3.97	\$3.97
Remaining Balance	\$0.00	\$4,855.97	

Processed receipt can be printed. The User can go back to the list of receipts or select other options on the left navigation bar. When finished, select the 'Remove customer lock' link to remove locking.