



Combine Purchase Orders Plug-In

Opens the 'Combine POs' window and tick the purchase orders you wish to merge & click 'Combine Selected'

The screenshot shows the 'Combine POs' window with the following data:

	Purchase Order Code	Date	Supplier	Reference #	Reference	Status	Total	Currency	Printed
Supplier Name: Burmese Ltd									
Ship To: MAIN									
<input checked="" type="checkbox"/>	PO-000707	24/10/2024	SUP-000015			Open	£ 413.52	GBP	<input type="checkbox"/>
<input checked="" type="checkbox"/>	PO-000706	24/10/2024	SUP-000015			Open	£ 845.52	GBP	<input type="checkbox"/>
Supplier Name: Bealls Tool Distribution									
Ship To: MAIN									
<input type="checkbox"/>	PO-000011	25/04/2024	SUP-000014			Open	£ 126.88	GBP	<input type="checkbox"/>
Supplier Name: Carl & Phoenix Supplies									
Ship To: MAIN									
<input type="checkbox"/>	PO-000014	25/04/2024	SUP-000006			Open	£ 1,146.88	GBP	<input type="checkbox"/>
<input type="checkbox"/>	PO-000012	25/04/2024	SUP-000006			Open	£ 790.88	GBP	<input type="checkbox"/>
<input type="checkbox"/>	PO-000016	25/04/2024	SUP-000006			Open	£ 502.88	GBP	<input type="checkbox"/>
<input type="checkbox"/>	PO-000011	25/11/2024	SUP-000006			Open	£ 288.88	GBP	<input type="checkbox"/>
<input type="checkbox"/>	PO-000018	25/11/2024	SUP-000006			Open	£ 520.88	GBP	<input type="checkbox"/>
<input type="checkbox"/>	PO-000014	25/04/2025	SUP-000006			Open	£ 126.77	GBP	<input type="checkbox"/>
<input type="checkbox"/>	PO-000011	25/04/2025	SUP-000006			Open	£ 1,690.78	GBP	<input type="checkbox"/>
<input type="checkbox"/>	PO-000018	25/04/2025	SUP-000006			Open	£ 1,714.00	GBP	<input type="checkbox"/>
<input type="checkbox"/>	PO-000018	25/04/2025	SUP-000006			Open	£ 271.82	GBP	<input type="checkbox"/>

Buttons at the bottom: Select All, Select None, **Combine Selected**, Close.

NB. The selected PO's must be under the Same Supplier and Ship To code (i.e. MAIN).

Otherwise, you will receive an Error message:

Combine POs

Selected row must belong to the same group or same supplier and same ship to warehouse.

OK

