

Warehouse Transfer Search

1. Open **NEW ENCORE**
2. Click on **LOGISTICS**
3. Select **WAREHOUSE**
4. Under **APPLICATIONS**, select **WAREHOUSE TRANSFER SEARCH**
5. Enter **LOCATION** information
6. Enter **TRANSFER TYPE**
7. Enter **TRANSFER DATE RANGE**. Ensure the date format is **DD-
MMM-YYYY** (ex: 01-JAN-2015)
8. Select appropriate **STATUS**.
9. Click **SEARCH**
10. To **PRINT**, click the **PRINT** button
11. If you wish to **DELETE** the transfer, click **DELETE**