How to setup Dump Fees

Debris is brought to the office dumpster or yard & taken to a dump site at some point during the month.

1 – Create a Category in Aspire called 'Debris' or 'Dump Fees'. This is done at Manage Lists – Catalog Item Category.

2 - Create an item in Aspire as 'Other' item type called 'Dump Fees', check the box 'Inventory Item'. Choose the Category 'Debris' or 'Dump Fees'. Add a cost for an estimated cost for each dump fee to be charged to a job. Create Purchase/Allocation Units as one of the following:

- CY (cubic yards) = 1 CY(cubic yards)
- EA (each) – 1 EA (each)

3 – Allocate from Inventory Dump Fees to work tickets as debris is brought back to the office dumpster.

4 – When the vendor bill is for the dump fees, enter that into Aspire & code to that Inventory item 'Dump Fees'. Be sure to keep the item cost the same as the item cost in inventory. Change the Quantity so that it will calculate to match the total vendor bill. (For example, if 'Dump Fees' Item cost is $25 and the vendor bill is $900. Enter the Purchase Receipt as Qty – 36, Item Cost $25, Total vendor bill $900). Approve and send to accounting system.

5 – Review the 'Dump Fees' item total inventory cost in inventory in Aspire to make sure the total cost stays close to $0.

a) If the total inventory cost continues to grow in the negative direction, the actual cost is not covering the actual cost of dump fees. Increase the item cost to an amount that would cover the actual dump fees.
b) If the total Inventory cost continues to grow in the positive direction, the item cost is more than covering the actual cost of dump fees. The cost can be decreased if preferred.

6 – If the Total Inventory Cost in Aspire for 'Dump Fees' has a balance that needs to be adjusted to $0 because that balance is not going to go to $0 from vendor bills:

a) Change the quantity to $0 and save.

b) The $ value of the adjustment will show on the End of Month Reports – Inventory Tab at 'Inventory Quantity Changes'.

Account	Debit	Credit
Branch "Main" Inventory Variances		
Inventory Quantity Changes		
COGS: Inventory Adjustment	$0.00	$5,333.76
Inv Holding: Inventory Adjustment	$5,333.76	$0.00

c) Drill into the $ value.
d) Create a list to group by Category (save list as 'Inventory Adjustments')
e) Collapse the list

Inventory Adjustments

Search Inventory Adjustments...   Inventory Adjustments

Name	Branch N...	Quantity	Unit Cost	Total Cost
▸ **Debris**				
				$2,461.60
▸ **Fertilizer**				
				$2,289.62
▸ **Irrigation**				
				$324.92
▸ **Mulch**				
				($83.90)
▸ **Pesticides**				
				$235.38
▸ **Seed**				
				$20.10
▸ **Soils**				
				$86.03
				$5,333.76

f) Create the journal entry to code the debris portion to:
Cost of goods Sold 'other' and Inventory Holding 'Other'
Positive would be a debit to Inventory Holding 'Other', credit cogs-other
Negative would be a credit to Inventory Holding 'Other', debit cogs-other
The remainder of the $ amounts would be to materials unless there are categories for equipment rental or subcontractors.
The division/class to code to would have to be chosen by you.

g) An example of the journal entry that would be made for above:

	Debit	Credit
Inventory Holding – Other	$2,461.60	
Inventory Holding – Materials	2,872.16	
Cost of Goods Sold – Other		$2,461.60
Cost of Goods Sold – Materials		2,872.16

(If the other or materials needs to be broken out by different divisions, this journal entry would be more detailed.)