

Malt Beverage Report Requirements

Please download and extract the support files here www.capretail.com.download/2014/PenMaltLiquor.zip

Please make sure you are in the current version of CAP SellWise Pro 9 www.capretail.com/downloads.htm

- 1. Copy the file "malt.set" to the data path initially
- 2. Copy the file PenUnits.cap to C:\Program Files\CAP
- 3. Copy the file UOM.cap to C:\SW or whatever your data path is located.
- 4. In configuration create a department called Keg Deposits.
- 5. In configuration under Cash Drop/Check Cashing/Lottery/Layaway/Delivery go to the Pa Liquor Reports section. Set PA Liquor Reports to Yes and define the Keg Deposit department you created.

PA Liquor Reports		
PALiquor Reports		Yes
Department Code used for Keg Deposits and Returns*		008.000.000
F1 Help	Check Cashing Fee Table	F10 Accept Esc Cancel

- 6. Vendors to be included must have a mail code of A B or C (this is the schedule on which they will be included)
- 7. Vendors on schedule C should have their EIN in additional info (need to create addl info type)
- 8. Set Inventory Items to be included with a predefined unit of measure.
- 9. Keg Deposits must be added as an Inventory Item per vendor to be track able. They will need to be on the purchase orders as well. They will need to be assigned to the Keg Department.
- 10. Assign volumetric value to each unit of measure. This will be in decimal point value to equal 1 to tag the sales as High Volume and to require a name and print a second copy. All High Volume sales are tagged with "HiVol" on the receipt itself.
- 11. Need to use Predefine UOM (UOM.cap)

Unit	t of Measure	Manager							
ID	Unit	Description	High Volume						
1	ea	Each							
2	1/2pt	1) 7-8 oz	0.125						
3	1pt	2) 8.1 - 16 oz	0.25						
4	1qt	3) 16.1 - 32 oz	0.5						
5	Gal	4) 112.1 oz to 128 oz							
6	OUnit	5) Other Unit							
7	1/8 B	6) 1/8 Barrel	0.75						
8	1/6 B	7) 1/6 Barrel	1						
9	1/4 B	8) 1/4 Barrel	1						
10	1/2 B	9) 1/2 Barrel	1						
11	OBar	10) Other Barrel	1						
Add <u>Change</u> <u>D</u> elete F9 Print									
F1 H	lelp		Esc Cancel						

- 12. Only items that match these requirements will be included on the report.
- 13. An inventory valuation must be as at close of business at the end of each month.
- 14. Internal use definitions must be defined to match those required by the report.

🥖 Inter	nal Use Manager >	<
File		_
CODE	DESCRIPTION	r I
1	Returned for Credit	
2	Breakage	
3	Internal Use	
4	Sales Samplling	
5	Unsable - Destroyed	
6	Theft	
7	Unaccounted for	
	Add Change Delete F9 Print	-
F1 He	Esc Cancel]

- 15. Copy the MaltLiquorRpt.exe to C:\Program Files
- 16. CAP directory and make a shortcut to the desktop
- 17. Select the date range when running the report then click on the Custom Report Category PA Liquor Reports.

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Daily Reports		Exceptions	· ·	10
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Daily Reports				
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		Tender by Department		
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Yearly Comparison			Halp	Eas Evit
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Clerk Performance Export				
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18. Select the report you want to run from the 3 options



19. The Malt Liquor Report will be separated by the tabs at the bottom. This is the report for State Reporting

Malt	Bevera	ge Report for Feb 2016													
	20	B	C	D	F	F	6	н	1		к		м	N	0
1		Name of Distrib	utor	0	-		v	Comp	olete Ad	dress	n	-			
2		CAD 0-#			410	00 Intern	ational F	Plaza, Si	uite 510	Fort We	orth. TX	76109-4	844		
3				Unite		Other		Bar	role		Other		Liter		Other
4		Description	1/2 Pint	Pint	Quart	oulei	1/8	1/6	1/4	1/2	Oulei	3	5	5.7	Oulei
5	1	Inventory at Beginning of Month	4080	62208	144	96	0	0	2	3	0	0	0	0)
6	2	Purchased from In-state Manufacturers (Schedule "A")	0	0	0	0	0	0	0	0	0	C	0	C	
7	3	Purchased from Importing Distributors (Schedule "B")	120	2622	12	0	0	0	2	5	0	C	0	C	
8	4	Purchases from Out-of-State Manufacturers (Schedule "C")	0	0	0	0	0	0	0	0	0	C	0	C	
9	5	Total (add Lines 1,2,3,4)	4200	64830	156	96	0	0	4	8	0	C	0	C) (
10	6	Inventory at End of Month	0	0	0	0	0	0	0	0	0	C	0	C	
11	7	(Line 5 minus Line 6)	4200	64830	156	96	0	0	4	8	0	C	0	C	0
12	8	Sales	0	1092	0	0	0	0	0	26	0	C	0	C	
13	9	Other Removals. (Schedule Attached)	0	0	0	0	0	0	0	0	0	C	0	C)
14 15	10	Total Accounted For I herebyaffirm under penalties prescribed b	0 V law that	1092 this repo	0 rt (Includin	0 q accomp	0 anying sc	0 hedules)	0 has been	26 examined	0 Iby me ar	0 nd to the	0 0 0 0 0 0	C	0
16		knowledge and belief is a true, correct and	complete r	report.			, , ,								
17		Name of Owner			Title		Signatur	e							
18		Name of Corporation or Registered Nam	e with the	Liquor (Control Bo	oard									
20															
▲) • [Sch	edule A / Schedule B / Schedule C / O	her Remov	/als ∕ Si	ummary_/										
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The Perpetual Inventory Report can be viewed or saved as a tab delimited text file for importing into Excel if desired.

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Beginning	02/16/2016	170				0			145	2	1328		m	126										
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Received	02/10/2010								1	0	15		0	120										
Sold		0								0	4		4	1										
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The Purchase Register Report can be viewed or saved as a tab delimited text for importing into Excel if desired.

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High Volume Report is a selection in the Transaction Detail Report. When only this option is selected you only see High Volume Sales.

Transaction Detail								
Select transactions to view								
🗌 Sales								
Sales on Account								
Discounted Sales								
Sales below Cost								
Voids								
🗌 Internal Use	Ξ							
Overrings								
No Tax Charged								
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✓ High Volume Sales	-							
Select station Select Sales Code								
A11 -	-							
Include Remarks								
Show Subdescription								
🔲 Do not include Name Details								
F10 Accept Esc Cancel								