

Make Inventory Items Serialized

Last Modified on 02/02/2026 3:40 pm EST

Serialized inventory items require that the *Serialized?* status box be checked in order to associate serial numbers to an item. Non-Serialized items should not have this option checked.

To input the checkmark for serialized items:

1. Select the serialized inventory item from the *Inventory Item* list at *Inventory / Inventory Items*.
2. Press **Ctrl+M** to modify.
3. Select the *Serialized?* box.

The screenshot shows the 'Inventory Items' window with a table of items and a form for editing item details. The 'Serialized?' checkbox is highlighted with a red box.

Type	Product Categ	Description	Item Number	Description	Qty on Order	Qty on Hand	Cost	Inactive?
6	TANK INSTALL PARTS		114CBVCPH	1 1/4 BALL VALVE C X C N/FULL PORT"	0.00	10.00	15.86	<input checked="" type="checkbox"/>
1	6 TANK INSTALL PARTS		114CFADCPH	1 1/4 C X 1 1.4" FE IPS ADAPTER"	0.00	20.00	4.34	<input type="checkbox"/>
1	6 TANK INSTALL PARTS		114C112MIP	1 1/4 C X 1 1/2" M IPS ADAPTER"	0.00	20.00	12.07	<input type="checkbox"/>
1	6 TANK INSTALL PARTS		114BLKCAP	1 1/4 CAP BLK 150#"	0.00	15.00	1.43	<input type="checkbox"/>
1	6 TANK INSTALL PARTS		114CCPLGCPH	1 1/4 COUPLING C X C"	0.00	15.00	2.59	<input type="checkbox"/>
1	6 TANK INSTALL PARTS		114BR90	1 1/4 ELBOW 90 BRASS"	0.00	15.00	4.75	<input type="checkbox"/>
6	6 TANK INSTALL PARTS		114BLKST90	1 1/4 STREET 90 ELBOW BLK 150#"	0.00	10.00	2.69	<input type="checkbox"/>
2	6 TANK INSTALL PARTS		00-5407	1000 GAL SKID TANK SINGLE WALL 7GA	0.00	5.00	2705.40	<input type="checkbox"/>
2	6 TANK INSTALL PARTS		00-5406	1000 GAL SKID TANK SINGLE WALL10GA	0.00	5.00	1163.97	<input type="checkbox"/>
5	6 TANK INSTALL PARTS		1143434CTCDS	11/4 C 3/4" C X 3/4" C TEE"	1.00	20.00	6.25	<input type="checkbox"/>
6	6 TANK INSTALL PARTS		114BLK45	11/4 45 ELBOW BLK 150#"	0.00	200.00	2.98	<input type="checkbox"/>
5	6 TANK INSTALL PARTS		1143434CTJES	11/4 C X 3/4" C X 3/4" C TEE"	0.00	6.00	12.75	<input type="checkbox"/>
5	6 TANK INSTALL PARTS		1143434CTCPH	11/4 C X 3/4" C X 3/4" C TEE	0.00	40.00	7.86	<input type="checkbox"/>
6	6 TANK INSTALL PARTS		114BLACOU	11/4 COUPLING BLK:	1.00	10.00	3.00	<input type="checkbox"/>

Type Description: TRACKING
Serialized? (Inventory Type 1 Only) Size: EACH
Markup 1: 100.0000% Sales Price 1: 31.72
Markup 2: 75.0000% Sales Price 2: 27.76
Markup 3: 50.0000% Sales Price 3: 23.79
Department Code: 999 PROPANE PARTS
Vendor 1: 2 FAIRBANK EQUIPMENT CO Vendor Part#: 114CBVCPH
Vendor 2: 0 Vendor Part#:
Vendor 3: 0 Vendor Part#:
Buttons: Show Locations, Group Items, Transfer History, Exit

4. Press **Ctrl+Q** to save. The item is now considered a serialized item.