



Landed Costs

The Landed Costs module records shipment details and provides companies involved in importing with a comprehensive, functional and flexible method of allocating overheads to the cost of goods.

Key Features at a Glance

- Comprehensive for allocating overheads to the cost of imported goods
- Unlimited number of overhead types per shipment
- Separate overhead templates for individual agents to speed-up shipment set-up

Benefits

- Power capability to track overheads on imports
- Fixed quotas can be monitored to avoid exceeding permitted levels
- Automated allocation of overheads can reduce administration costs

Overview

The Landed Costs module provides an unlimited number of overheads for each shipment and provides tariff statistics on fixed quota products.

Shipment Structure

A shipment consists of three items:

- Shipment Header – supplier details, shipping references and dates
- Shipment Lines – products in shipment
- Shipment Overheads – overhead cost, allocation method and GL account

Shipment Header

To speed-up and simplify enquires, shipping document details can be recorded for each shipment.

A number of pre-defined references are provided in OneOffice Landed Costs including:

- Import Entry Number
- Supplier Reference
- Bill of Lading number
- Shipment received reference
- Recorded Delivery Number Date fields include:
 - Bill of Exchange
 - Due Payment
 - Ship Sail
 - Document Despatch
 - Shipment Received

Additional comment fields provided the opportunity to add further information if required.

Shipment Lines

A separate line is maintained for every product within a shipment, these are automatically numbered from 1 to 9999 either consecutively or in steps of 5 or 10.

Against each line is shown product details and the number of the container(s) in which the item is shipped. Each shipment line is easy to create from a part quantity or the whole of the purchase order line.

Shipment Overheads

Overheads can be allocated to each shipment using a number of criteria.

The stage of the shipment's cost to which this overhead contributes can be shown as one of three stages:

- fob (free-on-board) cost
- cif (cost, insurance and freight) cost
- 'total' or 'final' cost

Overheads can be applied to whole shipment or to a single shipment line

Costs can be split across shipment lines by:

- equal amount allocated to each shipment line
- weight
- volume
- quantity



- suppliers cost
- fob cost (free on board)
- cif cost (cost, insurance and freight).
- Manual
- Costs can also be posted to the General Ledger as an alternative

Overheads can be calculated using a number of different methods, including:

- CIF Cost % - percentage of CIF cost
- FOB Cost % - percentage of FOB cost
- Fixed value — fixed value
- Manual - manually entered
- Supplier Cost % - percentage of supplier cost

To simplify the allocation of overheads, general templates can be set-up and templates for specific agents.

Tariffs Statistics

Some products may be subject to a fixed quota. OneOffice Landed Costs makes it straightforward to monitored these against their quota levels by automatically accumulating committed value and quantity at the time a purchase order is raised and the actual values when the goods are received.

Through the use of 'tariff control codes', the range of products for which quota statistics are recorded can be limited.

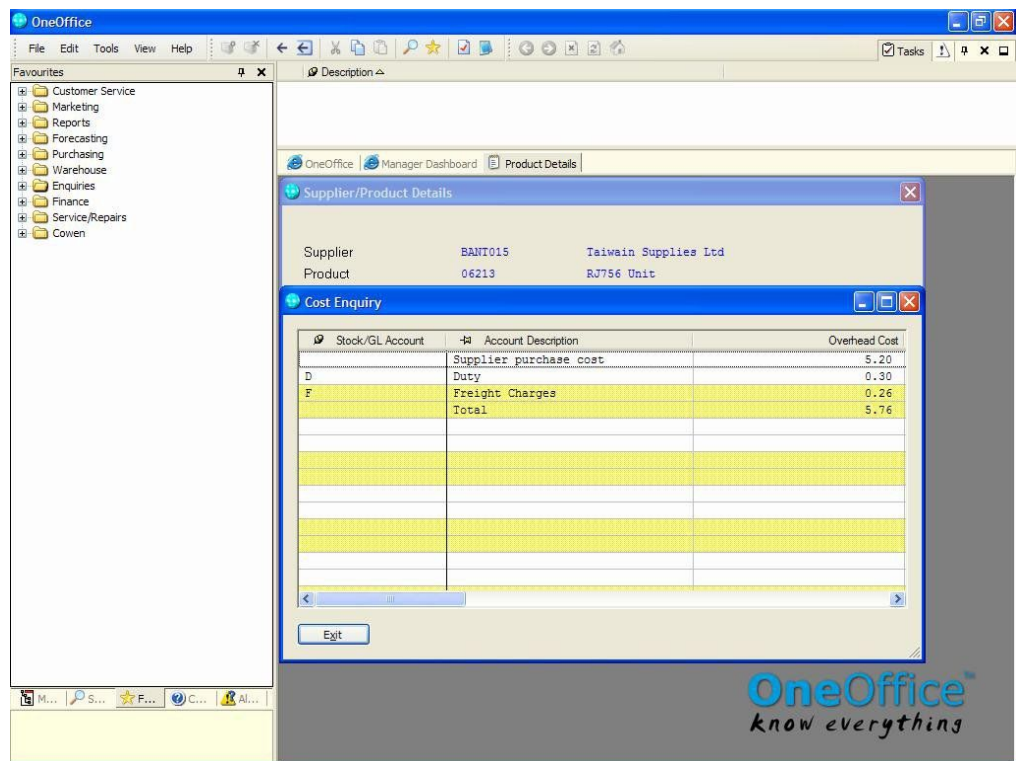


Figure 1. Landed Costs identifies the additional costs incurred during the importation of goods and their impact on the overall cost of an item, for example the impact of duty and freight costs.



Shipment Processing

Overheads for each shipment can be automatically allocated and prior to receipt can be manually adjusted with any updated information.

Enquiries

OneOffice Landed Costs enables you to examine details of current and completed shipments. Shipments can be viewed in a number of different ways, for example:

- shipment reference
- supplier
- shipping agent
- purchase order
- product

Reporting

A range of standard reports are included with the Land Costs, including:

- Shipment reference
- Suppliers
- Shipping agents
- Shipment lines and overheads
- Breakdown of overhead allocations

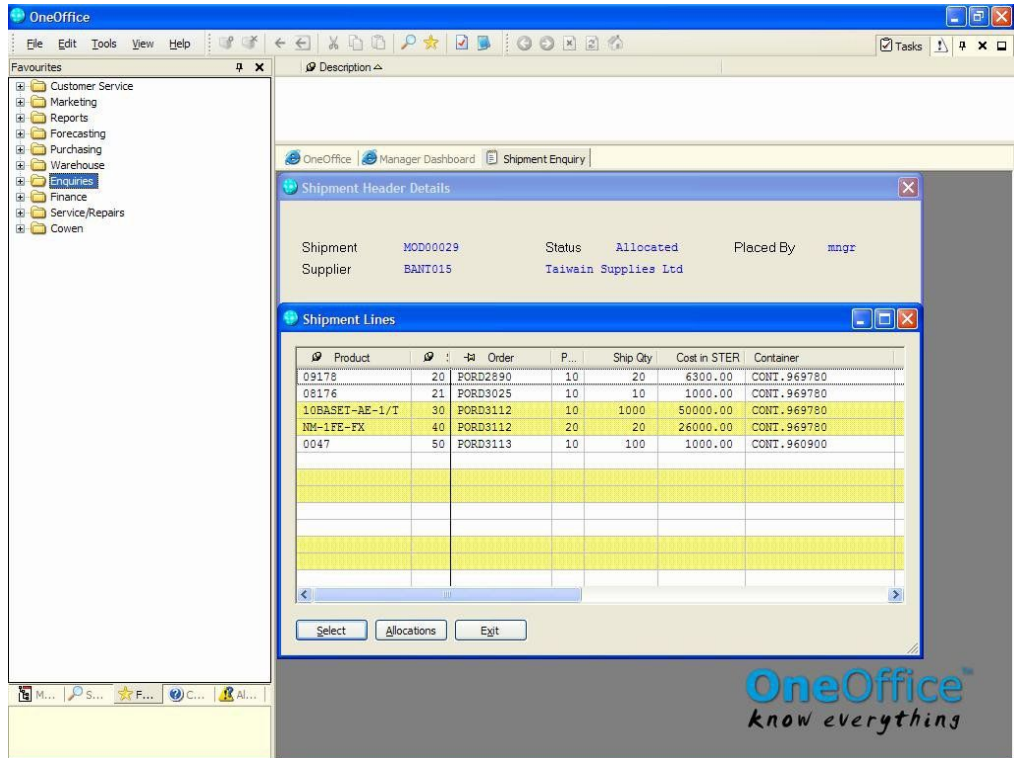


Figure 2. A single shipment can often include products ordered using a number of different purchase orders and be shipped in multiple containers. OneOffice Landed Costs can track which products on which purchase orders are included in a single shipment and the container in which each product is located.



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