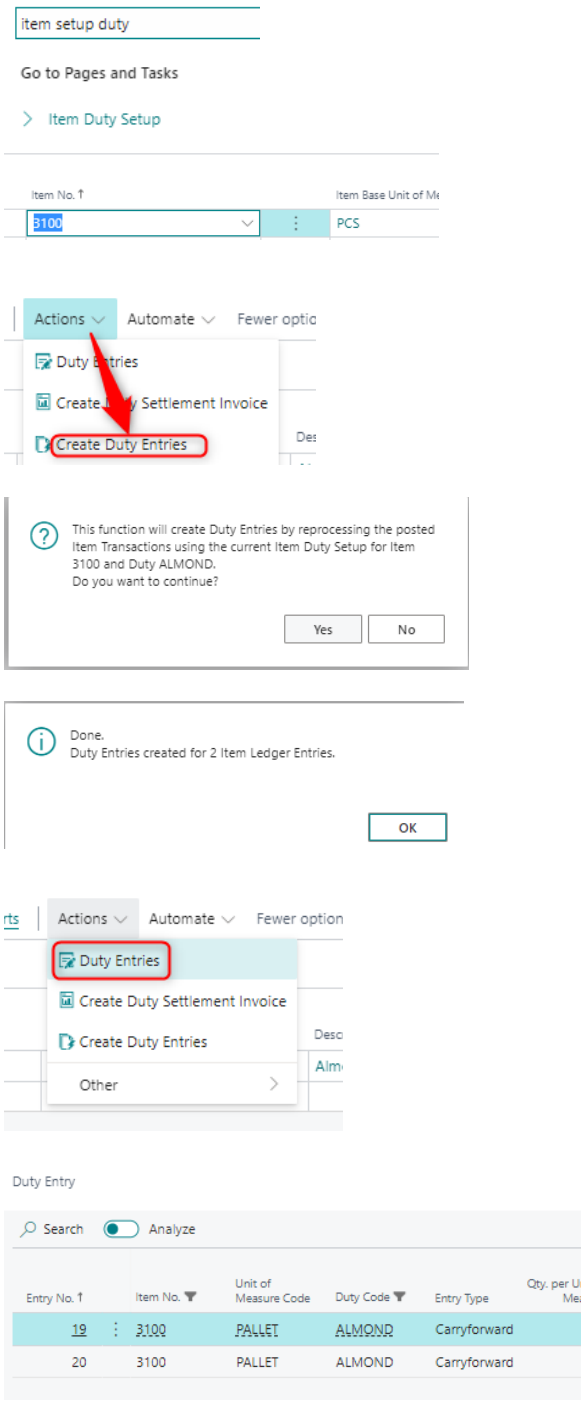
Create historical Duty Entries

Phase	Description	Navigation
	• If a duty is added to an item where item ledger entries have been created already, the **Create Duty Entries** can be run to add historical entries	
Go to the Item Duty Setup	• Search for Item Duty Setup • *If the duty hasn't been added to the given item, it can be done here as well.* • Mark the given item that has historical item ledger entries and click on **Actions -> Create Duty Entries** • A dialogue box will show, asking if the posted transactions should be reprocessed to add the duty entries, click **Yes**. Depending on the setup, several entries will be added • The **Duty Entries** can be seen by clicking **Reports -> Duty Entries** •