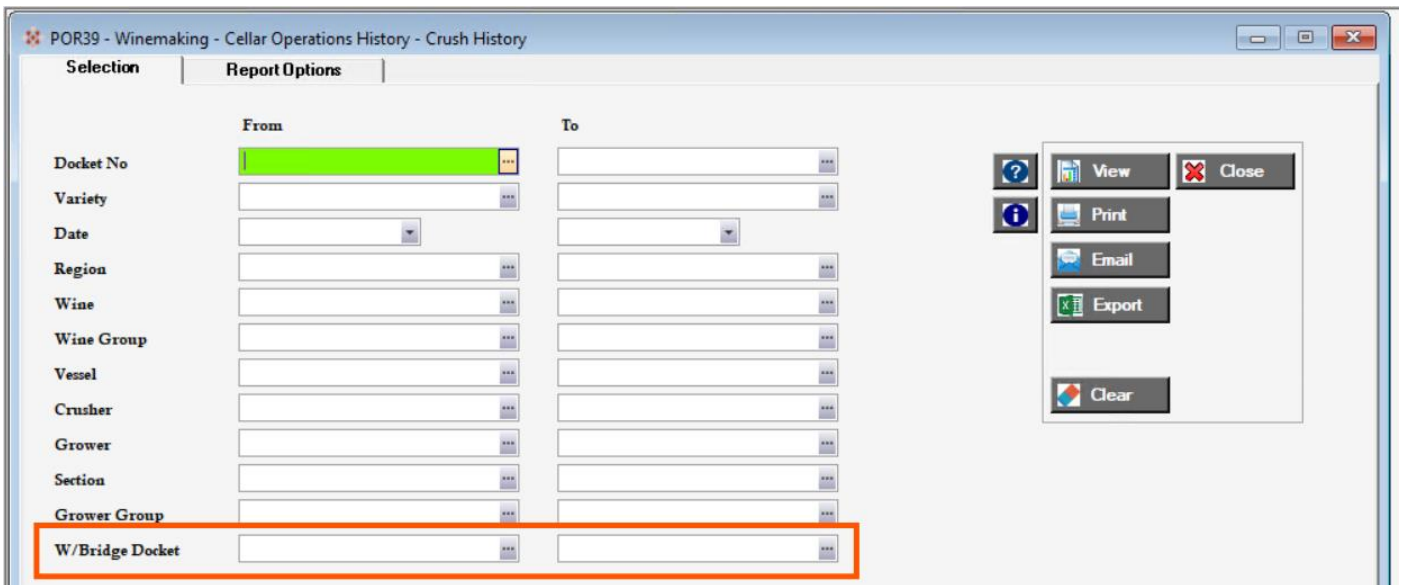


## Reversal of a Weighbridge Docket - PRO

First you will need to confirm if a Daily Crush Docket has been updated which is related to the weighbridge Docket.

You can check for this at Cellar Operations History – Crush History search by Weighbridge Docket. If your Crush Docket appears in this list it has been updated. Keep this report handy if your docket is on it.



Selection | Report Options

From To

Docket No [ ] [ ]

Variety [ ] [ ]

Date [ ] [ ]

Region [ ] [ ]

Wine [ ] [ ]

Wine Group [ ] [ ]

Vessel [ ] [ ]

Crusher [ ] [ ]

Grower [ ] [ ]

Section [ ] [ ]

Grower Group [ ] [ ]

**W/Bridge Docket [ ] [ ]**

View Close

Print

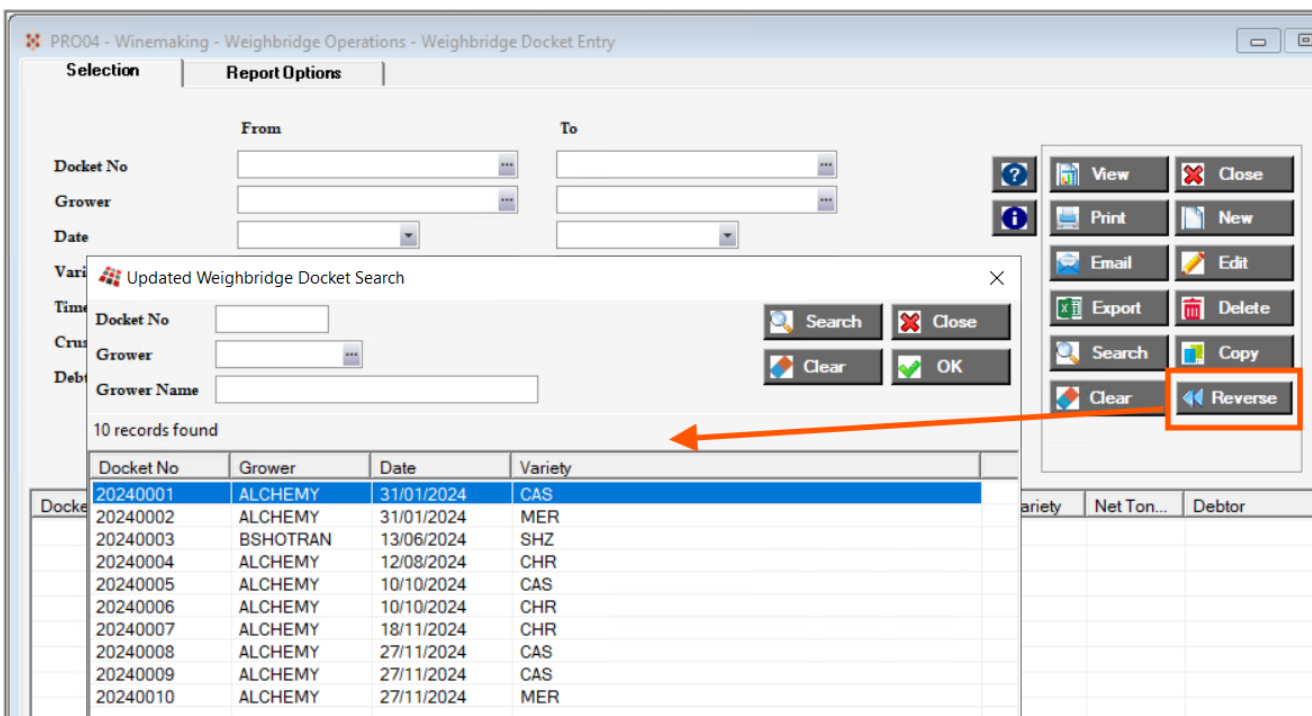
Email

Export

Clear

If it hasn't been updated, first reverse the Weighbridge docket before trying to reverse the crush docket.

You will go to the Weighbridge Docket Entry window and Select **Reverse**. Now select the docket number you wish to reverse from the search window and select ok. [Update this reversal](#).



Selection | Report Options

From To

Docket No [ ] [ ]

Grower [ ] [ ]

Date [ ] [ ]

Variety [ ] [ ]

Time [ ] [ ]

Crush [ ] [ ]

Debtor [ ] [ ]

Updated Weighbridge Docket Search

Docket No [ ]

Grower [ ]

Grower Name [ ]

10 records found

Docket No	Grower	Date	Variety
20240001	ALCHEMY	31/01/2024	CAS
20240002	ALCHEMY	31/01/2024	MER
20240003	BSHOTRAN	13/06/2024	SHZ
20240004	ALCHEMY	12/08/2024	CHR
20240005	ALCHEMY	10/10/2024	CAS
20240006	ALCHEMY	10/10/2024	CHR
20240007	ALCHEMY	18/11/2024	CHR
20240008	ALCHEMY	27/11/2024	CAS
20240009	ALCHEMY	27/11/2024	CAS
20240010	ALCHEMY	27/11/2024	MER

Search Close

Clear OK

View Close

Print New

Email Edit

Export Delete

Search Copy

Clear **Reverse**

If the crush docket has **not** been updated, use the same crusher as the original weighbridge docket.

Also ensure you have the same date as the original weighbridge docket.

Both of these fields should prepopulate in Pro but please check they are correct.

PRO04 - Winemaking - Weighbridge Operations - Weighbridge Docket Entry - Reverse

Save Close

Docket No: 20240011

REVERSING No: 20240010

Grower: ALCHEMY Alchemy Vineyard

Alias: OWN Debtor

Block: JADE Jade Vineyard

Section: MER Merlot - Rows 11-18

Variety: MER Merlot

Date: 27/11/2024

Time In/Out: 16:56 08:55

Crusher: OF

Carrier: BENDFR01 Bendigo Fruit Carriers

Truck No: FEE390 Feeltor's 5 Tonner

Trailer:

Section Group: STAN

V/Yard Group: OWN

Section Area: 1.00

Area Harvested: 0.00

SWA Member: LAV01

Tonnes

Delivered	13.220
Current	25.000
Capped	0.000
Balance	-13.220

Max Gross: 7.000

Gross: -3.320

Tare: -0.100

Net: -3.220

Grade 1 Grade 2 Grade 3 Juice

Other Details Cost Analysis Overload Text Text Attachments

Harvest Op.: BENDHARV Bendigo Harvesters

Pay Rate: OWN

W/bridge No:

Load No:

Last Delivery:

Freight Rate: BEND BENDIGO VINEYARDS

Stream:

Now you can delete the Crush Docket – as a Crush Docket can only be deleted if it has zero or negative tonnes.

If the crusher docket was **not** updated, you can go to Cellar operations → Daily Crush Entry and delete the docket from the Daily Crush Entry.

PRO08 - Winemaking - Cellar Operations - Daily Crush Entry

Selection

From To

Docket No: [ ] [ ]

Date: [ ] [ ]

Variety: [ ] [ ]

Region: [ ] [ ]

Grower: [ ] [ ]

Section: [ ] [ ]

User Id: [ ] [ ]

View Close

Print

Email Edit

Export Delete

Search

Clear

1 record found Preload

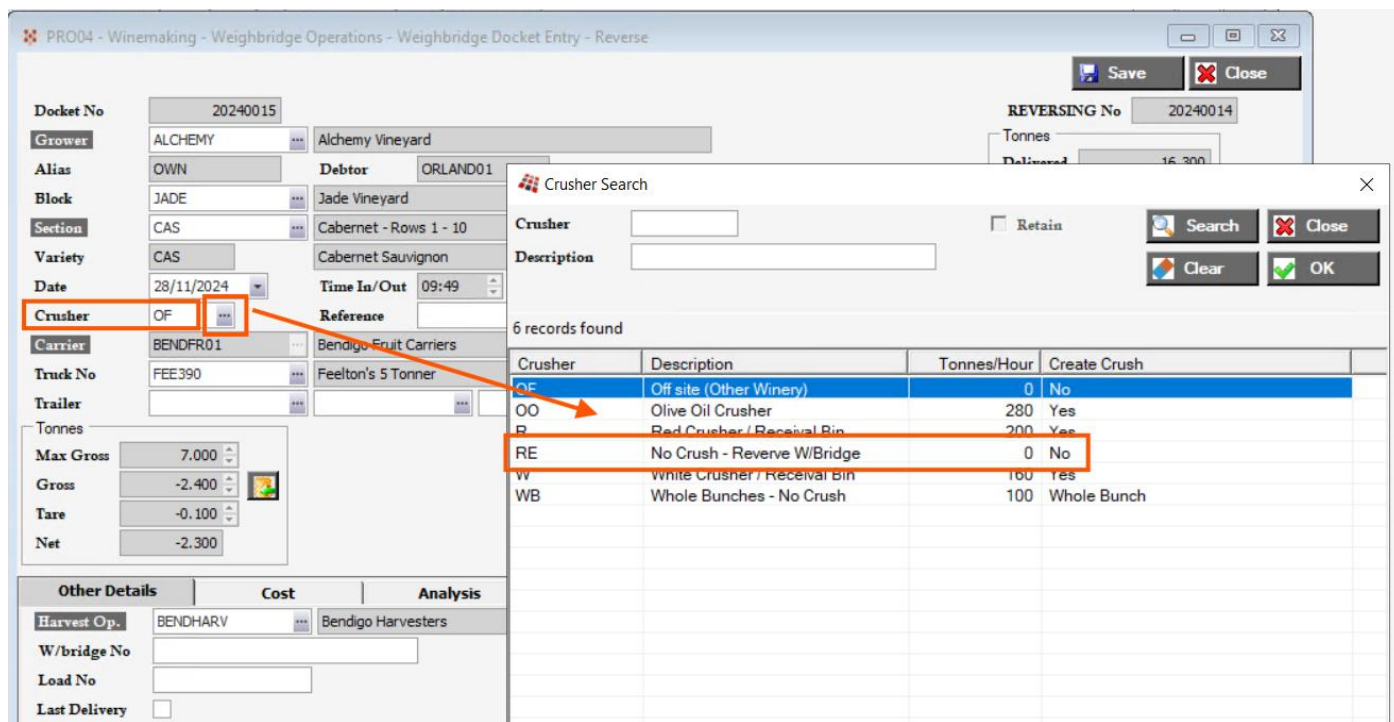
Docket No	Date	Type	Variety	Region	Grower	Block	Section	Debtor	Crush Total	User Id
20240007	27/11/2024	Tonnes	CAS	BEND	ALCHEMY		CAS	ORLAND01	0.000	

Edit

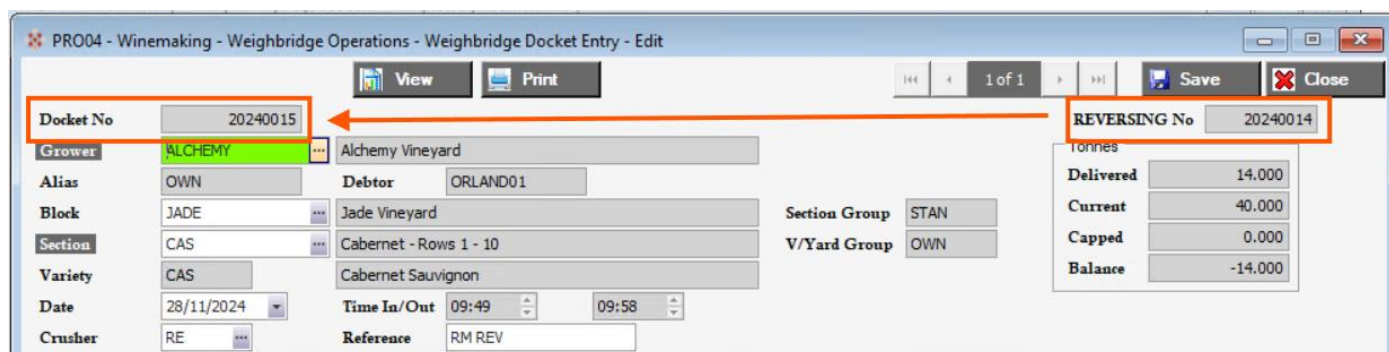
Delete

Select

If the crush docket **has** been updated, then you need to change the Crusher to a **No Crush Crusher** (this is a crusher set up in your system that won't produce a crush docket upon update.)



When you create the reversal, the docket will have a new weighbridge docket number.



Now check the Weighbridge Docket Listing menu and that the reversal of the GL postings are correct.

If they are correct, you can then update the **reversal** docket number.

Upon update the original weighbridge docket is reversed and deleted.

You can now create a new weighbridge docket with the correct information, check the listing and then update if correct.

If you are feeling unsure, please copy live data to test first and run the transactions in your test environment and the repeat in the live data.

It is recommended to save copies of the listings and updates as you go so that you can check the GL posting are reversed as you go through each step.