

# Inbound Delivery

## Definition

The inbound delivery is a [document](#) containing all the data required for triggering and monitoring the complete inbound delivery process. This process starts on receipt of the goods in the yard and ends on transfer of the goods at the final put away, production or outbound delivery.

## Benefits of Inbound Delivery

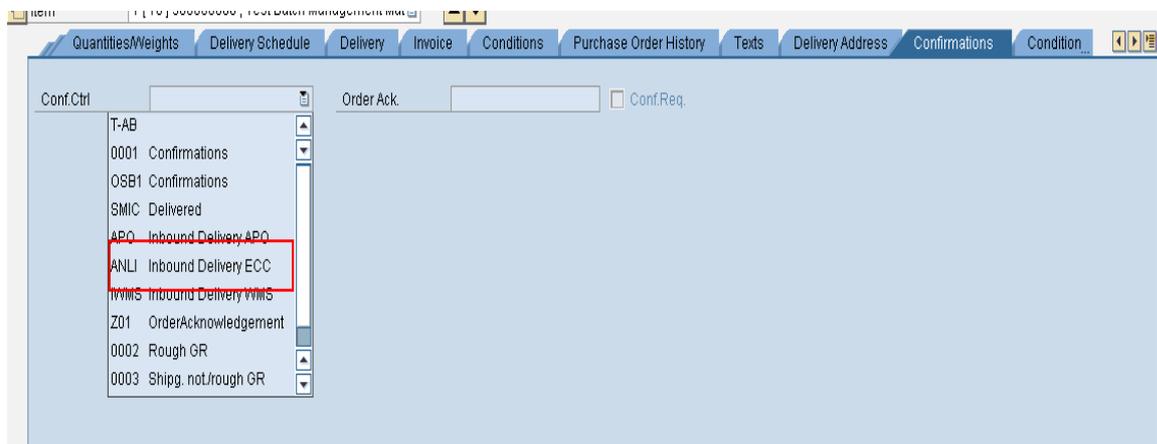
The inbound delivery is used as a working object in the inbound delivery process. You use this document in delivery processing when executing the following actions:

- Registering the delivery in the yard
- Unloading the delivery
- Canceling the “unloading of the delivery”
- Placing the delivery into stock (put away)
- Canceling the “delivery put away”
- Adjusting the delivery quantity to the quantity posted in the goods receipt (in case of over delivery or under delivery).
- Adjusting the delivery quantity and the transferred quantity
- In this case, the delivery quantity is adjusted to the quantity posted in the goods receipt. The quantity in the inbound delivery notification is also adjusted and a new inbound delivery is created.
- Posting a goods movement
- Canceling a goods movement
- Creating items
- Deleting items

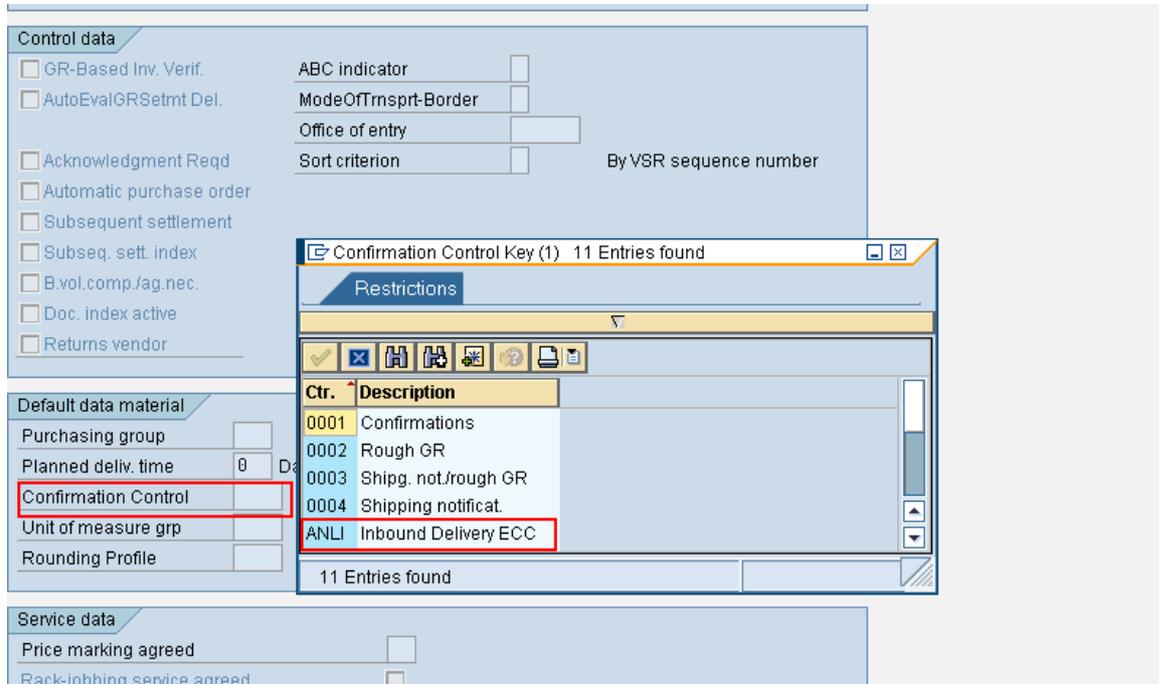
You can save, validate and delete an inbound delivery.

## Prerequisites

Inbound Delivery can be selected in Confirmations tab at item level in Purchase order.



And also Inbound Delivery can be kept as default at vendor level by selecting Inbound Delivery at confirmation field in Purchasing data of a vendor. MK01 T Code is used to creating Purchasing Vendor. It can be changed with T Code MK02. Due to this setting, inbound delivery will come automatically in confirmations tab during creation of PO with this vendor.



Due to above settings, inbound delivery will become mandatory in the process. And system won't allow Goods Receipt against purchase order without creating inbound delivery document. Once the Purchase Order is released in system, it will be sent to vendor. Then vendor delivers the goods as per the delivery date. Inbound Delivery is created when the goods are received at Gate.

## Important Transaction Codes

- VL31N-Create
- VL32N -Change
- VL33N- Display
- VL75 - Print/Transmit
- VL06I - inbound delivery Monitor
- VL60 - Extended inbound delivery Processing
- VL06IG - inbound deliveries for goods receipt
- VL65 - inbound delivery Purge Report
- VL66 - inbound delivery Delete Report

## Helpful Hints

- Press F1 for help
- Press F4 for getting input values
- Click  to go to previous screen.
- Click  to go to Exit the transaction or to log off.
- Click  to go to cancel the transaction.

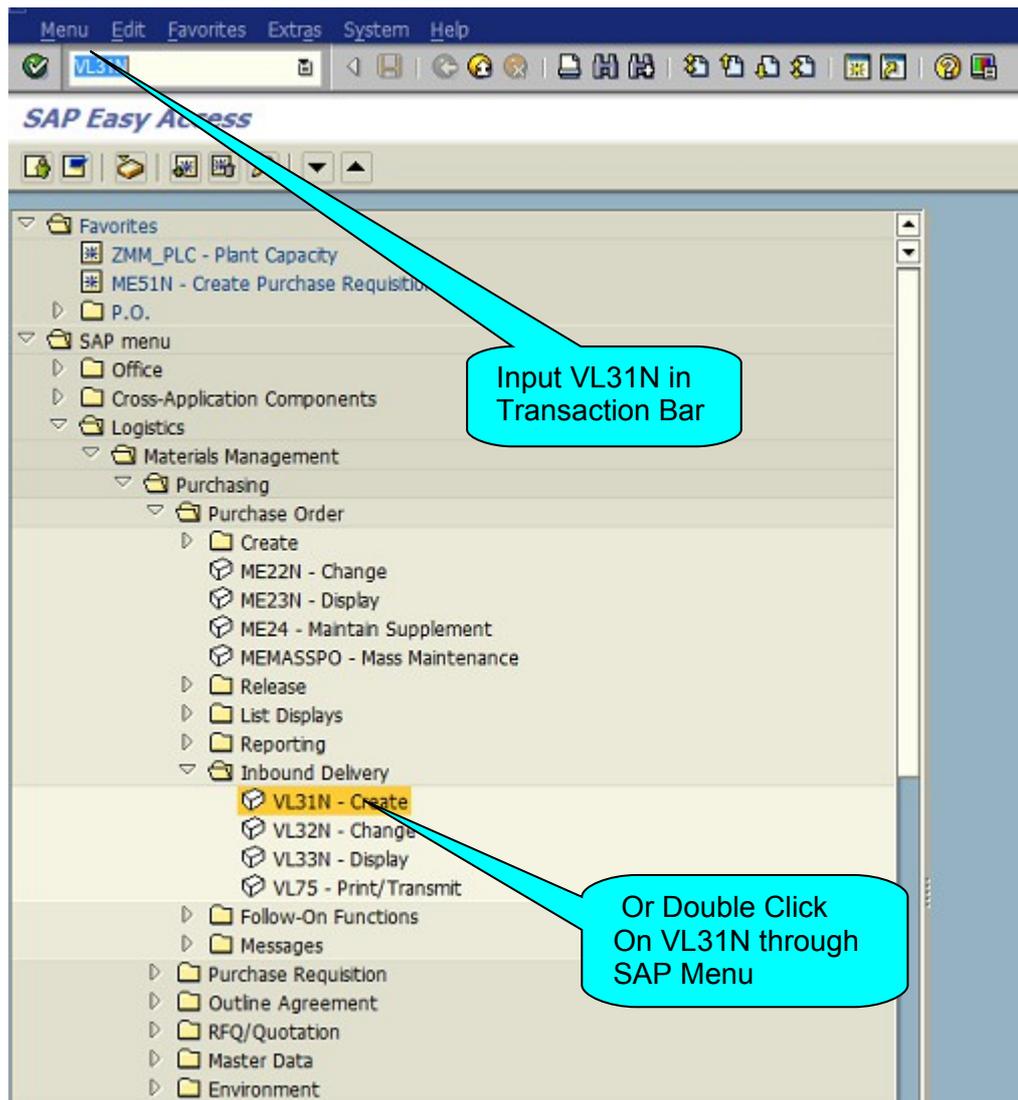
## Procedure

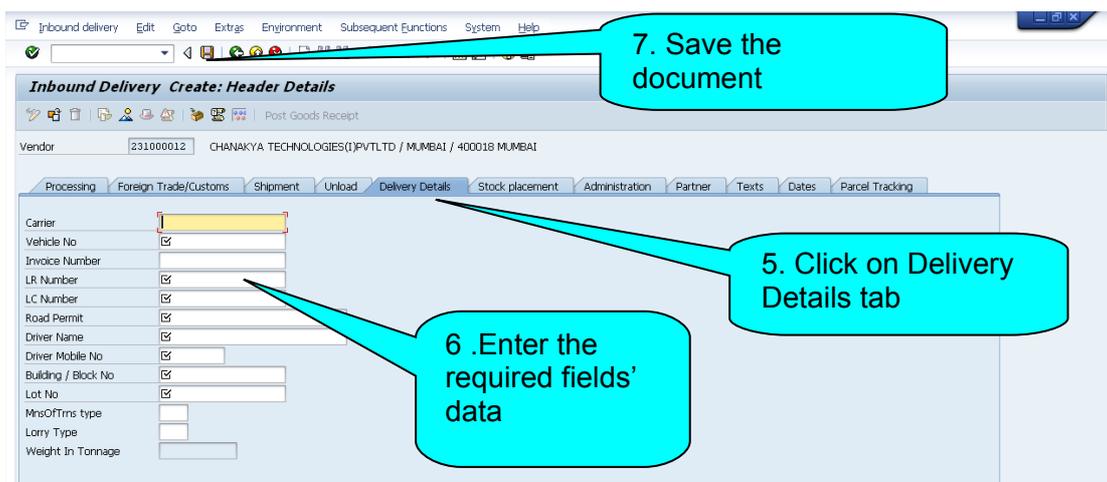
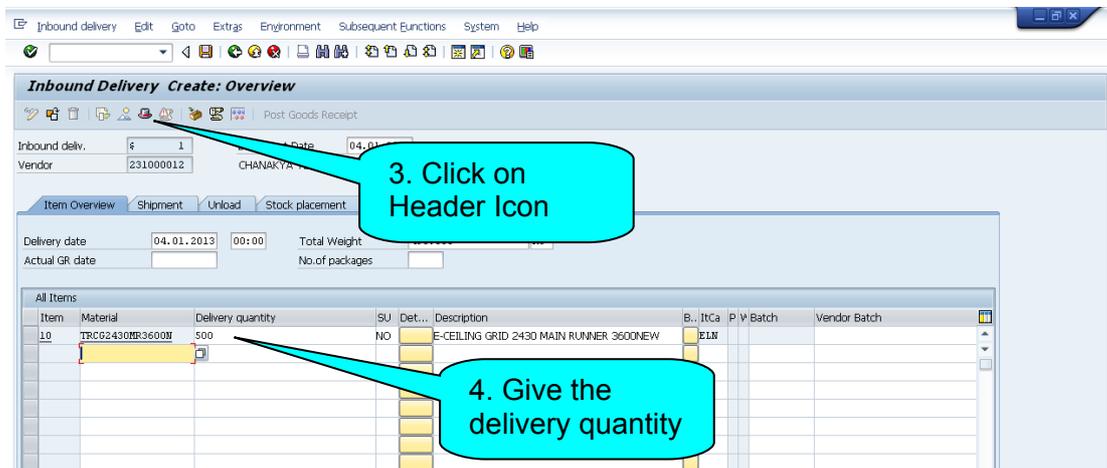
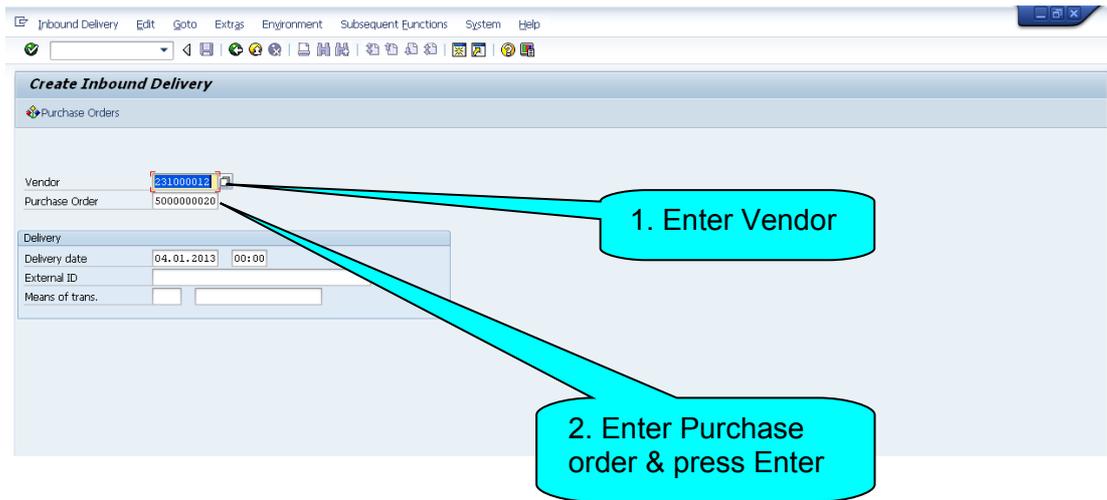
### Creation of Inbound Delivery Document:

#### Transaction Menu Path:

SAP Easy Access → Logistics → Material Management → Purchasing → Purchase Order → Inbound Delivery → VL31N - Create

#### SAP Screen Snap



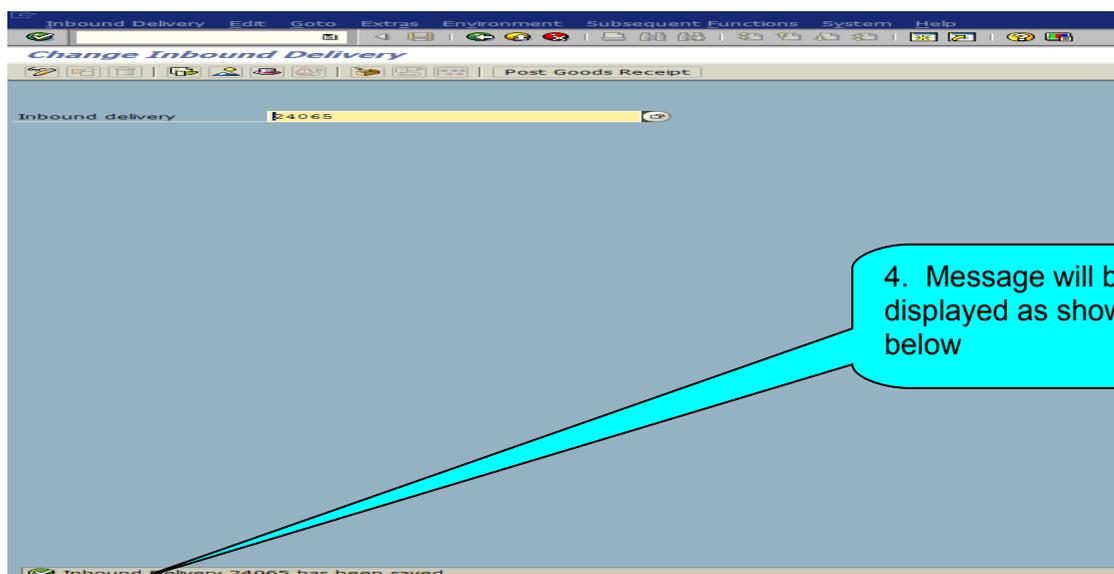
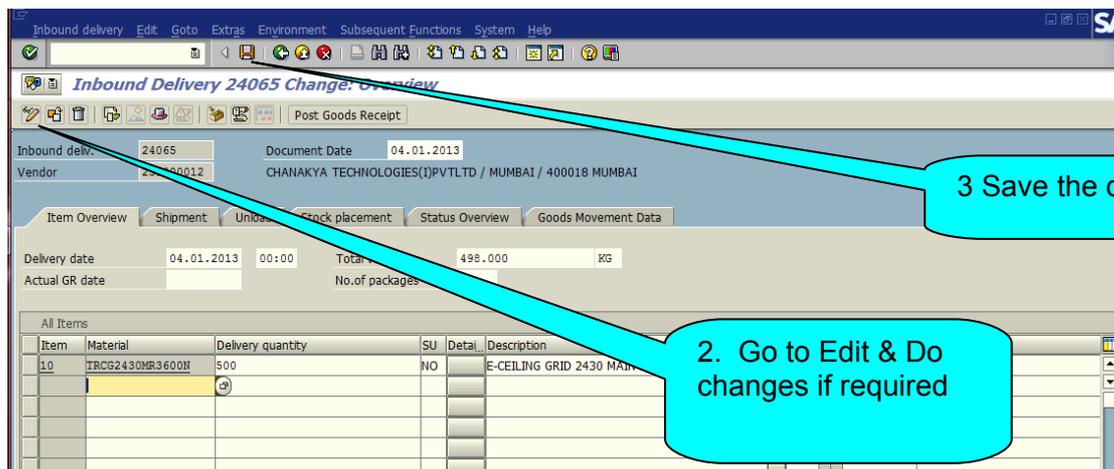
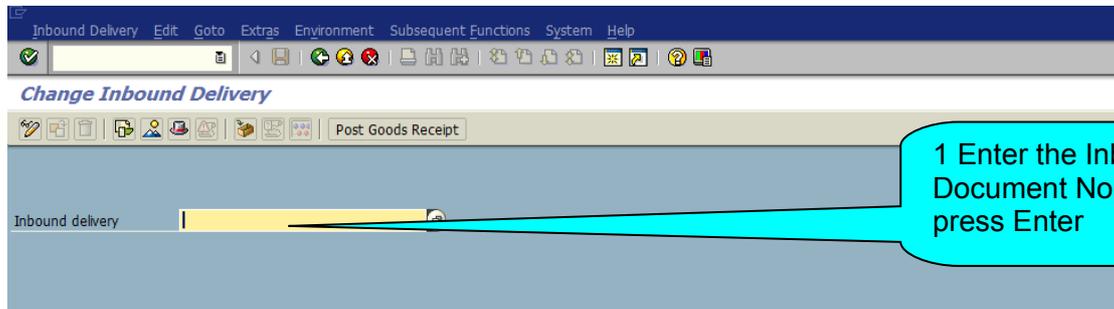


## Change of Inbound Delivery Document:

### Transaction Menu Path:

SAP Easy Access → Logistics→Material Management→Purchasing→Purchase Order→Inbound Delivery→ VL32N- Change

### SAP Screen Snap



Inbound Delivery 24065 has been saved

## Follow on process

Once Inbound delivery document is created in system. Goods Receipt with transaction code MIGO will be carried with inbound delivery.

## Procure to Pay cycle including Inbound Delivery



Thanks for referring this document

Best Regards,  
Ganesh Padala