

# Citizen Vendor Style Guide

## for Edge Point of Sale

Citizen has created their vendor style numbers in such a way that each variation of a particular design is accounted for, so there is no need to customize your numbers with metal colors, gemstones, sizes, or other information. Please use the attached pdf as a guide to better understand Citizen's style numbers and how correct entry helps you and your sales representative better identify the items that you're selling.

In addition, Citizen does offer a digital catalog with their correct style numbers with images. Only the images can be imported into Edge.

The correct style number for Citizen is entered in the Vendor Style# field: BL5600-53E

Examples of incorrectly entered style numbers include: BL5600-53E-GEN-E, BL5600, BL5600-53E-GEN

Edge will auto populate any SKU that has been received before – be careful of using this as you begin to correct any previously bad entries.

Citizen does not use serial numbers.

In Edge, if you wish to account for an item that is custom made for a customer, you can use the "Style Note" field for this information, maintaining the integrity of the style number on your invoice. If the item is a special order, you will use the "Stock Type" field to record that and allocate the item to the customer.

The screenshot displays the Edge Point of Sale software interface. At the top, there are tabs for General, Stones, Tag, Quantities, Notes, Pop-Ups, Disassembled, Pre-Appraise, History, and Website. The main window is titled 'Item #001-140-00002(?)' and 'Category: 140 Diamond Semi-Mount Rings'. The 'Vendor Info' section on the left includes fields for Vendor ID, PO #, Invoice #, Quantity, Ven Style #, Style Note, Barcode, and Stock Type. A blue arrow points to the 'Ven Style #' field. The 'Inventory' section in the middle includes fields for Location, Status, As Of, Date Entered, Entered By, Price Meth, and Exclude From Rewards. The 'Pricing' section on the right includes fields for Cost, Re-Cost, Re-Cost Dt, Retail, Lowest, Current, Sold, and Spill. At the bottom, there are sections for 'Ring Details' (Style, Metal, Color, Finish, Ring Size, Serial #) and 'On Sale' (Price, Margin, Starts, Ends, Sign). A 'Description' field with a 'Suggest' button is also present.