Cancelled pending Customer Collections

This section, **"Cancelled pending customer collections**," lists all the consignments with canceled cargo collection requests.

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🗠 Dashboard	Consignments	Receives	I Dispatches	📄 Stock Mana	gement	📰 Reportir	vg			
Planning	In-progress Dispatche	S Cancell	led pending Custom	er Collections	Dispatch F	listory		 Show filt 	ters	Export
			7 results fo	und 🏚 Customize Colu	mns					

The operator can reverse the consignment that the customers recorded as unsent or canceled. To do so, follow the steps below:

Step 1: Show Filter: Use the **"Show Filter**" option at the top right to find the consignment that must be canceled.

ſ	Consignment Number	Actual Date of Receipt from	Actual Date of Receipt to	Search
l	Consignment Number			Search among relevant properties
L				

The operator can search the consignment by its number, actual date of dispatch or by providing any other details of the consignment in the search box.

Step 2: Click on the "**Options**" tab towards the right end of the selected consignment and select the option "Cancel".

🗠 Dashboard 🛛 🔳	Consignments +) Re	ceives 🚺 Disp	atches 📄 🔒 Stock Manage	ement 🗖 🖽 I	Reporting		
🛱 Planning 🛛 In	progress Dispatches	Cancelled pending	Customer Collections	Dispatch History		➡ Hide filters	Export
Consignment Number		Actual Date of	Receipt from Actual Date of Re	ceipt to Sear	ch		
			Zenselter formet 🏟 Contension Column				
		Consignment	results lound 💊 Customize Columns	Total weight	Total volume	Number of	
Loss Reported Date	Loss Reported Location	Number	Cancelled by	(kg)	(m ³)	pallets	
12/Jan/2022	Brindisi - UNHRD Warehouse 1 (Storage)	Number BDS-1425	Cancelled by Cancelled by Service User	(kg) 200.0	(m ³)	pallets	Options

Step 3: The operator must check the details of the selected consignment and click on **Save**" to confirm the cancellation. By doing so, the cancellation of the pending items will be reversed and the items within the consignment will move back to "**Cargo Awaiting Collection**".

Cancel Pending Customer Collection Cancellation for BDS-1425							
Consignment Line	Cancelled Quantity	Weight	Volume				
1: Food Security - Fertilizer Raw materials Sliver Nitrate 🎗 角	5 Each	200.0kg	1.50m ³				
Clo	ose Dialog		a Save				