

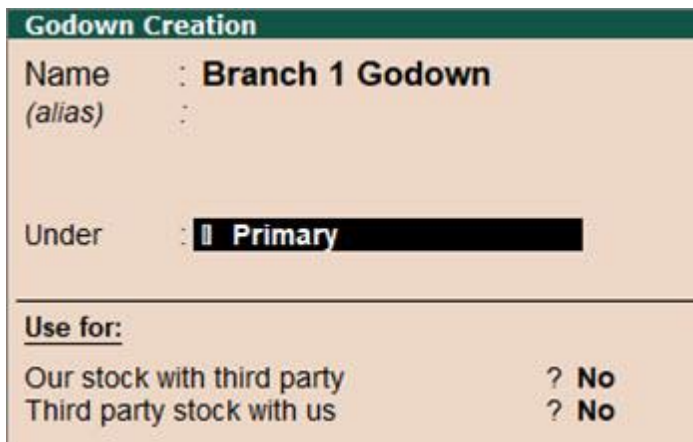
Use of Godowns/Locations for Inventory Storage

If you are using more than one location, bin, rack, cabinet, and so on, create Godowns/Locations in Tally.ERP 9 to track your inventory. Similarly, if you keep inventory in different projects or maintain raw materials and finished goods in separate locations, Godowns/Locations will serve the purpose.

Create Godowns/Locations

To start allocating your stock items in godowns, you need to create a godown first.

1. Press **F11** (Features) > **Inventory Features** > and set **Maintain multiple Godowns** as **Yes**.
2. **Gateway of Tally > Inventory Info. > Godown > Single Godown > Create.**
When you create a Godown/Location in Tally.ERP 9 for the first time, you are prompted to alter the existing internal godown (**Main Location**), where all your inventory is stored by default.
3. **Name & alias:** As in other masters, you can specify multiple aliases for the godown name.
4. **Under :** Select **Primary** or Main Location.



Godown Creation	
Name	: Branch 1 Godown
(alias)	:
Under	: Primary
Use for:	
Our stock with third party	? No
Third party stock with us	? No

What you see on the screen can vary based on your choices. Press **F12** (Configure) to change the options.

Note: As in the case of other ledgers and groups, **Primary** is the root under which you can create a godown. By default, **Main Location** is available under Primary. When you create a godown, selecting Primary creates the godown at the same level as that of Main Location. If you select Main Location, it becomes the parent godown for the new godown.

Click to see the [F12 configurations for godowns](#).

5. Accept the screen. As always, you can press **Ctrl + A** to save.
You can create godowns on the fly or move back and forth when creating godowns. [See more...](#)

Create multiple Godowns/Locations

If you have stored your inventory in more than one location, in Tally.ERP 9 you can choose to create godowns one by one, or create multiple godowns from a single screen. You can choose the parent godown from the same screen when creating multiple godowns.

1. **Gateway of Tally > Inventory Info. > Godowns > Multiple Godowns > Create .**

2. **Under Godown :**

- If you select **Under Godown > All Items** , you will be prompted to select the parent godown for each godown name that you specify under the **Name** column.
- If you select any other godown, say **Under Godown > Main Location** , this godown is treated the parent godown for all the godowns you create. However, you can change the hierarchy anytime later to suit your business preferences.

A sample **Multi Godown Creation** screen is shown below.

Multi Godown Creation		National Enterprises	Ctrl +
Under Godown		: All Items	
S.No.	Name	Under	
1.	Sub-Godown 1	Main Location	
2.	Sub-Godown 2	Main Location	
3.	Sub-Godown South1	Southern Region	
4.	Sub-Godown South2	Southern Region	
5.			