



Montgomery County Department of Liquor Control (DLC)

iStore Online Ordering System

Definition of Status Types on the Track Orders / Order Details screen

1. **Supply Eligible:** Product has been successfully booked and accepted in the system (visible for special-order products only)
2. **External Req Open:** DLC Purchasing is preparing a purchase order (visible for special-order products only)
3. **PO Open:** DLC Purchasing has sent the purchase order to the supplier/vendor for fulfillment (visible for special-order products only)
4. **Awaiting Shipping:**
 - a. For special-order products, this indicates that the product has been received in the DLC warehouse
 - b. For stock products, this will be the status (whether the product is in the warehouse or not) until the item is shipped
5. **Released to Warehouse:** The first stage of picking is complete; product has been assigned to a delivery route
6. **Staged/Pick Confirmed:** The second stage of picking is complete; product has been scanned and is in the staging area to be loaded on the truck
7. **Shipped:** Product is on the truck for delivery, or has been delivered, but not yet invoiced
8. **Closed:** Product has been delivered and invoiced by DLC
9. **Cancelled:** Product order has been cancelled (note: a cancellation reason will display next to this status)