

Transfer Requests

A guide to the transfer requests: the request, the approval, the transfer, the slip and the settings.

1. Start here

In plain words: A branch runs out of lamps, and somebody phones, writes on WhatsApp or sends an email to the main warehouse. **Stock Transfer Requests** turns that into a proper request in Odoo Community: the branch asks for the products, the **stock available at the source** is shown on every line, the warehouse manager **approves** it (in full or with smaller quantities) or **refuses** it with a reason, and the **internal transfer is created for you**. The request is done when the transfer is validated.

TRQ/2026/0075

Some quantities are higher than the stock available at the source.

Product	Requested Unit	Available at ...	Approved	Q
Engineering Chair Pro	4.00 Units	750.00	4.00	0
Standing Desk Yellow	10.00 Units	4.00	10.00	0

The stock is checked at the source

TRQ/2026/0072

Product	Requested Unit	Available at ...	Approved	Transferred	Q
Standing Desk Yellow	6.00 Units	4.00	6.00	0.00	
Engineering Chair Pro	10.00 Units	750.00	10.00	0.00	
LED Desk Lamp	10.00 Units	15.00	6.00	0.00	

Approved, partly if needed

Transfer request TRQ/2026/0072

Product	Requested	Approved Unit
Standing Desk Yellow	6.00	10.00 Units
Engineering Chair Pro	10.00	10.00 Units
LED Desk Lamp	10.00	6.00 Units

The request slip

A request with its shortage warning, an approved request and the printed slip.

Tip: Nobody asks for what is not there: the quantity available at the source is on each line.

2. What you get

Feature	What it does
Request	From one location to another: warehouse to warehouse, store to shop, main stock to a branch. Products, quantities, the date needed and a priority.
Stock at the source	Each line shows what is available at the source location, and turns red when you ask for more.
Approval	A warehouse manager approves each line in full or with a smaller quantity, or refuses the request and writes the reason.
Transfer	Approving creates the internal transfer of the source warehouse, with the approved quantities.
Follow-up	The request becomes Transferred when the transfer is validated; a cancelled transfer can be created again.
Activity and chatter	Managers get an activity to approve; everything is logged on the request.
Print	A request slip with the lines and the signatures.
Arabic	Everything is translated and works right to left.

3. Requirements

Item	Details
Odoo	19.0 (Community or Enterprise)
Apps needed	Inventory (stock)
License	OPL-1 (Odoo Proprietary License v1.0)

4. Install

- 1 Unzip the package. Inside is `taqnix_transfer_request.zip` ; unzip it to get the folder `taqnix_transfer_request` .
- 2 Copy the folder into one of the `addons_path` folders of your Odoo server and restart Odoo.
- 3 Log in as an administrator, activate **Developer mode**, open **Apps** and press **Update Apps List**.
- 4 Remove the "Apps" filter, search **Stock Transfer Requests** and press **Install**.

or from the command line

```
./odoo-bin -c odoo.conf -d YOUR_DATABASE -i taqnix_transfer_request --stop-after-init
```

5. Make a request

In plain words: Inventory → Operations → Transfer requests → New. Choose the **source** location (where the stock is) and the **destination** (who needs it), add the products with the quantities, the date needed, and star it if it is urgent. Click **Submit**: the managers of the warehouse get an activity.

Inventory Overview Operations Products Reporting Configuration

1730My Company

NewTransfer requests

Q Search...

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☐ Number	Requested on	Requested by	From (source)	To (destination)	Needed by	Line Cou...	State	
☐ TRQ/2026/0077	Oct 23	Mitchell Admin	WH/Stock	RUH/Stock	Oct 29	1	Draft	
☐ TRQ/2026/0076	Oct 23	Mitchell Admin	WH/Stock	DXB/Stock	Oct 27	1	Transferred	
☐ TRQ/2026/0075	Oct 23	Mitchell Admin	WH/Stock	RUH/Stock	Nov 2	2	To approve	
☐ TRQ/2026/0074	Oct 23	Mitchell Admin	WH/Stock	DXB/Stock	Oct 30	2	Refused	
☐ TRQ/2026/0073	Oct 23	Mitchell Admin	WH/Stock	RUH/Stock	Oct 26	2	To approve	
☐ TRQ/2026/0072	Oct 23	Mitchell Admin	WH/Stock	DXB/Stock	Oct 28	3	Approved	

The requests, by status.

Status	Meaning
Draft	Being prepared by the requester.
To approve	Submitted: waiting for a warehouse manager.
Approved	Approved; the transfer was created and is not done yet.
Transferred	The transfer was validated.
Refused	A manager refused it, with the reason.

6. Check and approve

In plain words: The managers see the quantity **available at the source** on each line. A line that asks for more than is available is shown in red and a warning appears on top. Change the **approved** quantity of a line if you can send less (never more than requested), then click **Approve**, or **Refuse** and write the reason.

InventoryOverviewOperationsProductsReportingConfiguration

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New

Transfer requests

TRQ/2026/0075

1/1

ApproveRefusePrintCancel

DraftTo approveApprovedTransferred

TRQ/2026/0075

Some quantities are higher than the stock available at the source.

From (source)WH/Stock

To (destination)RUH/Stock

Needed byNov 2

Priority

Requested byMitchell Admin

Requested onOct 23

Reason of the refusalRequired to refuse

CompanyMy Company

Product	Requested	Unit	Available at ...	Approved
Ergonomic Chair Pro	4.00	Units	739.00	4.00
Standing Desk 140cm	30.00	Units	4.00	30.00

Add a line

Notes

Quarterly restock

Send messageLog noteActivity

Planned Activities

Today: "Approve the transfer request TRQ/2026/0075" for Salma Khalid

Mark DoneEditCancel

Mitchell Admin 11:43 PM

Stock transfer request created

A request asking for more than the source has.

In plain words: When you approve, the **transfer** button of the request opens the internal transfer, ready to be processed and validated in the usual way. The request follows it and becomes **Transferred**.

Inventory

Overview

Operations

Products

Reporting

Configuration

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My Company

New

Transfer requests

TRQ/2026/0072

Transfer

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Print

Cancel

Draft

To approve

Approved

Transferred

TRQ/2026/0072

From (source)

WH/Stock

Requested by

Mitchell Admin

To (destination)

DXB/Stock

Requested on

Oct 23

Needed by

Oct 28

Decided by

Mitchell Admin

Priority

☆

Company

My Company

Product	Requested	Unit	Available at ...	Approved	Transferred
Standing Desk 140cm	6.00	Units	4.00	6.00	0.00
Ergonomic Chair Pro	10.00	Units	739.00	10.00	0.00
LED Desk Lamp	12.00	Units	34.00	8.00	0.00

Notes

New showroom layout opening next week

Send message

Log note

Activity

Today

Mitchell Admin 11:43 PM

✓ To-Do done (originally assigned to Salma Khalid) : Approve the transfer request TRQ/2026/0072

Mitchell Admin 11:43 PM

Stock transfer request created

An approved request, partly: the approved quantities and the transfer.

Tip: If the transfer is cancelled, use **Create the transfer again** on the request.

7. The request slip

In plain words: **Print** gives the slip of the request: from and to, the dates, the requested and approved quantities, the notes and lines for the signatures of the requester, the approver and the receiver.



My Company
8000 Marina Blvd, Suite 300
Brisbane, CA 94005
United States

Transfer request TRQ/2026/0072

From: WH/Stock
To: DXB/Stock
Needed by: 10/28/2026

Requested by: Mitchell Admin
Requested on: 10/23/2026
Decided by: Mitchell Admin

Product	Requested	Approved Unit
Standing Desk 140cm	6.00	6.00 Units
Ergonomic Chair Pro	10.00	10.00 Units
LED Desk Lamp	12.00	8.00 Units

Notes: New showroom layout opening next week

Requested by	Approved by	Received by
123456789 info@yourcompany.com http://www.example.com		

The printed request slip.

8. Settings

In plain words: In the company (**Settings** → **Companies** → **Transfer requests**) you can decide whether **managers may approve their own requests**. It is on by default; switch it off to make

another manager approve.

9. Who can do what

Who	Can
Inventory users	Create, edit and submit requests, and cancel them.
Inventory managers	Also approve or refuse, create the transfer again, delete requests and set the company option.
Other users	No access.

10. Arabic and right to left

My Company
3
4
المخزون
نظرة عامة
العربات
المنتجات
إعداد التقارير
التهيئة

ملفات النقل
جديد
TRQ/2026/0075

اعتمد
ارفض
اطبع
لغاء

ممسوحة
للاعتناء
معتمد
منقول

TRQ/2026/0075

بعض الكميات أعلى من المخزون المتاح في المصدر.

من (المصدر)	WH/Stock	طلبه Mitchell Admin	تاريخ الطلب ٢٣ أكتوبر	مطلوب قبل ٢ نوفمبر
إلى (الوجهة)	RUH/Stock			
الأولية	☆			

المنتج	المطلوب	الوحدة	المتاح في المصدر	معتمد
Ergonomic Chair Pro	4.00	الوحدات	739.00	4.00
Standing Desk 140cm	30.00	الوحدات	4.00	30.00

إضافة بند

ملاحظات
Quarterly restock

2
👤
🔍

إرسال رسالة
ملاحظة
النشاط

اليوم: "Approve the transfer request TRQ/2026/0075"
 Salma Khalid

🗨️
📝
🗑️
🔄

اليوم: Stock transfer request created
 Mitchell Admin

11. Limits

12. For developers

In plain words: Skip this chapter if you only use the module.

```
req = env['taqnix.transfer.request'].create({'location_src_id': src.id, 'location_dest_id': dest.id})
req.action_submit()
req.line_ids.approved_qty = 6 # approve less than requested
req.action_approve() # creates the internal transfer
req.picking_id.name, req.state
```

13. Troubleshooting

Problem	What to do
I cannot approve my own request	The company option is off: another manager has to approve it.
Approve says nothing is approved	All the approved quantities are zero: refuse the request instead.
The source and the destination must differ	Choose two different locations.
The request cannot be cancelled	Its transfer is done: it is already transferred.

14. Updating and removing

Replace the folder with the new version, restart Odoo and run `-u taqnix_transfer_request`. Your requests are kept.

15. Support

Installation help and bug fixes are included for 6 months, with lifetime updates. Contact us through the marketplace page where you bought the module or write to **support@taqnix.com** with your Odoo version and a screenshot.

Changelog

1.0.0 – Initial release

- Transfer requests between locations with the stock available at the source
- Approval in full or in part, or refusal with a reason
- The internal transfer created on approval, request done when it is validated
- Printable request slip, activities for the managers
- Arabic translation, automated tests

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