

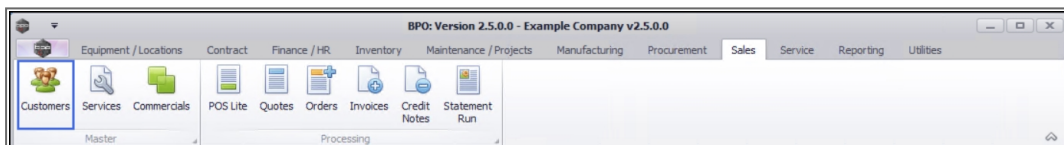
We are currently updating our site; thank you for your patience.

SALES

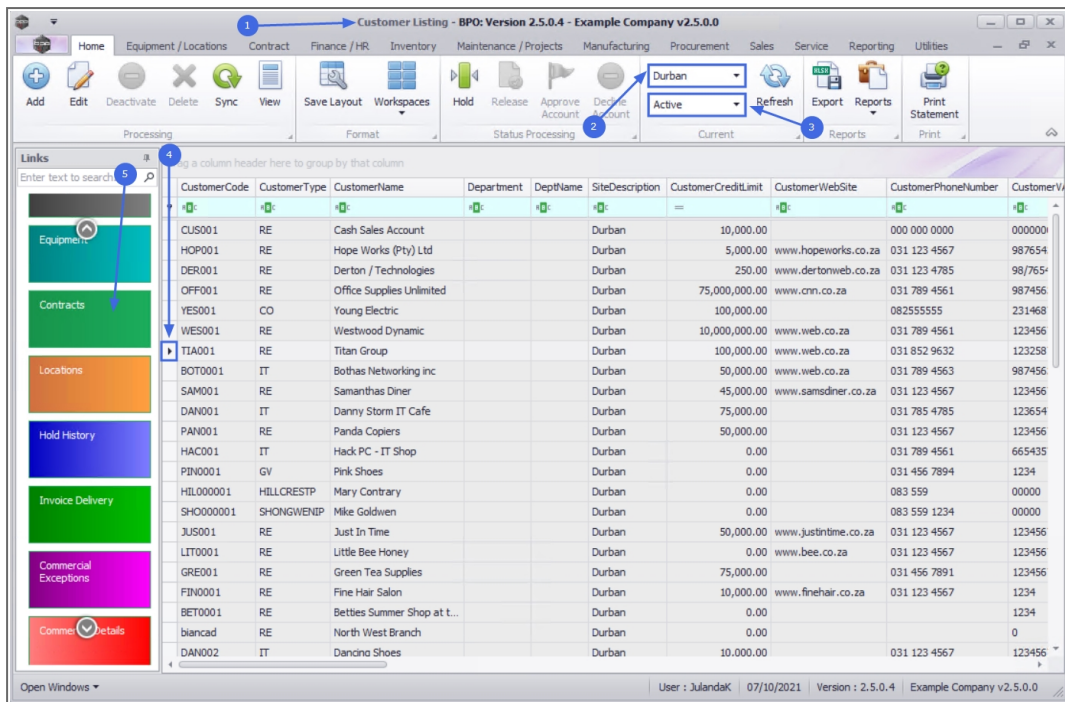
CUSTOMERS – CONTRACTS

The **Contracts for Customer** screen lists all the Contract information linked to a specific Customer and is a view only screen. The Contract Number and Contract Type as well as the Currency, Start Date and End Date can be viewed here.

Ribbon Access: Sales > Customers



1. The **Customer Listing** screen will be displayed.
2. Select the **Site** where the customer can be located.
 - The example has **Durban** selected.
3. Select the **Status** for the customer.
 - The example has Active **Durban** selected.
4. Select the **row** of the **Customer** you wish to view the Contract information for.
5. Click on the **Contracts** tile.



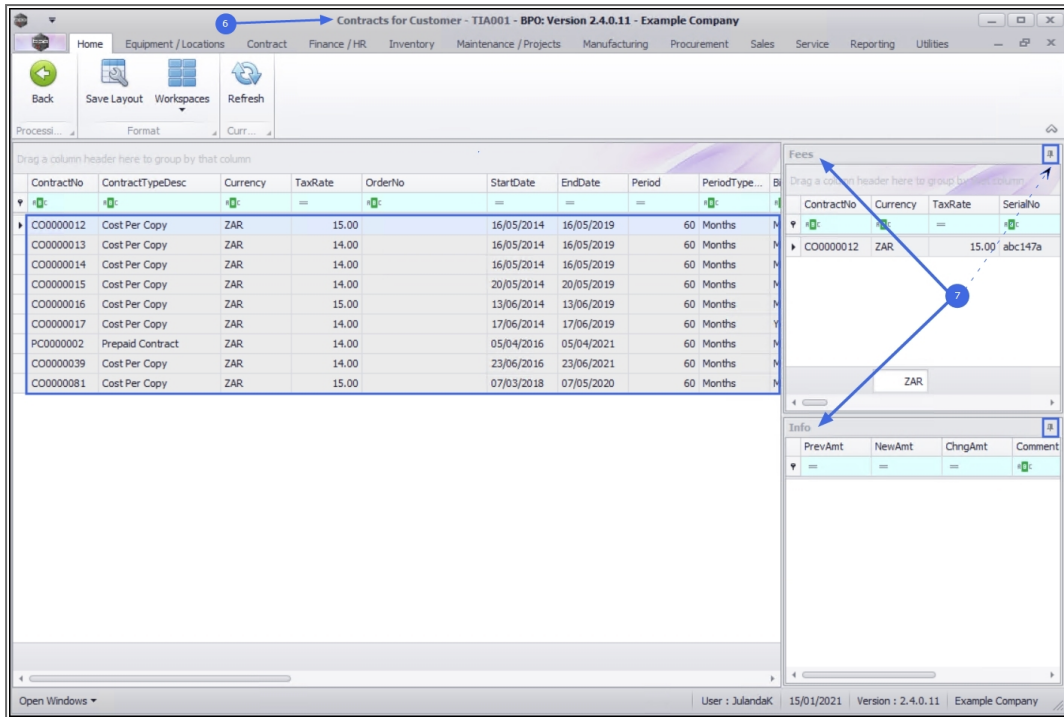
6. The **Contracts for Customer - [customer code]** screen will be displayed.



You can only view the contracts linked to this customer in this screen.

7. The current contract **Fees** and **Info** frames containing contract fee history are pinned to the **Contracts for Customer** screen, for your convenience.

- Unpin to hide the Fees and/or Info frames.



8. Although you cannot edit the details in this screen, you can use the **Save Layout** button to keep your changes, for example, any data grid changes or pinning / unpinning frames.
9. Click on **Back** to return to the Customer Listing Screen.

Contracts for Customer - TIA001 - BPO: Version 2.4.0.11 - Example Company

Home | Equipment / Locations | Contract | Finance / HR | Inventory | Maintenance / Projects | Manufacturing | Procurement | Sales | Service | Reporting | Utilities

Back | Save Layout | Workspaces | Refresh

Process | Format | Curr...

ContractNo	ContractTypeDesc	Currency	TaxRate	OrderNo	StartDate	EndDate	Period	PeriodType	B
CO0000012	Cost Per Copy	ZAR	15.00		16/05/2014	16/05/2019	60 Months	M	
CO0000013	Cost Per Copy	ZAR	14.00		16/05/2014	16/05/2019	60 Months	M	
CO0000014	Cost Per Copy	ZAR	14.00		16/05/2014	16/05/2019	60 Months	M	
CO0000015	Cost Per Copy	ZAR	14.00		20/05/2014	20/05/2019	60 Months	M	
CO0000016	Cost Per Copy	ZAR	15.00		13/06/2014	13/06/2019	60 Months	M	
CO0000017	Cost Per Copy	ZAR	14.00		17/06/2014	17/06/2019	60 Months	Y	
PC0000002	Prepaid Contract	ZAR	14.00		05/04/2016	05/04/2021	60 Months	M	
CO0000039	Cost Per Copy	ZAR	14.00		23/06/2016	23/06/2021	60 Months	M	
CO0000081	Cost Per Copy	ZAR	15.00		07/03/2018	07/05/2020	60 Months	M	

Drag a column header here to group by that column

ContractNo	Currency	TaxRate	SerialNo
CO0000012	ZAR	15.00	abc147a

ZAR

Info

PrevAmt	NewAmt	ChngAmt	Comment

Open Windows | User : JulandaK | 15/01/2021 | Version : 2.4.0.11 | Example Company

MNU.061.027