

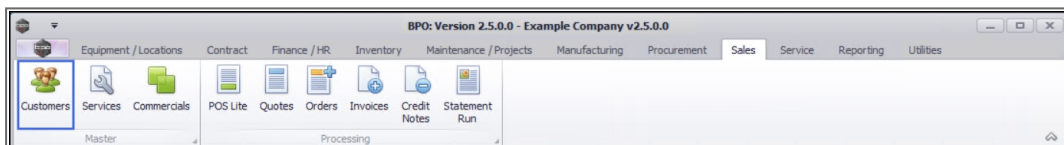
We are currently updating our site; thank you for your patience.

SALES

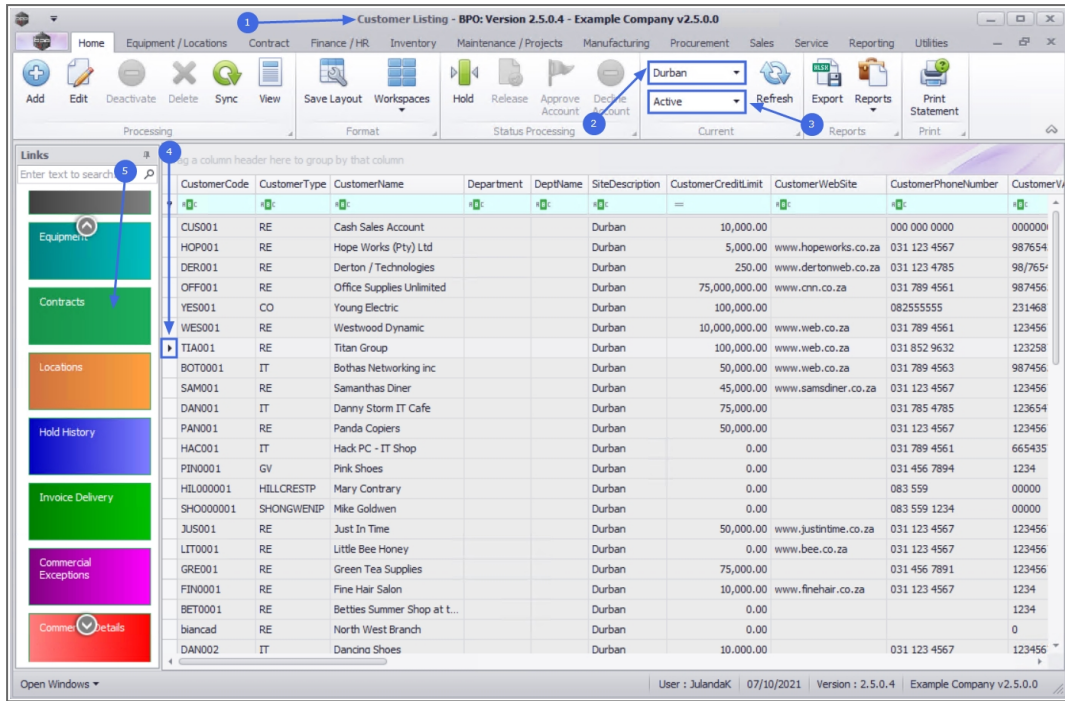
CUSTOMERS – CONTRACTS

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.



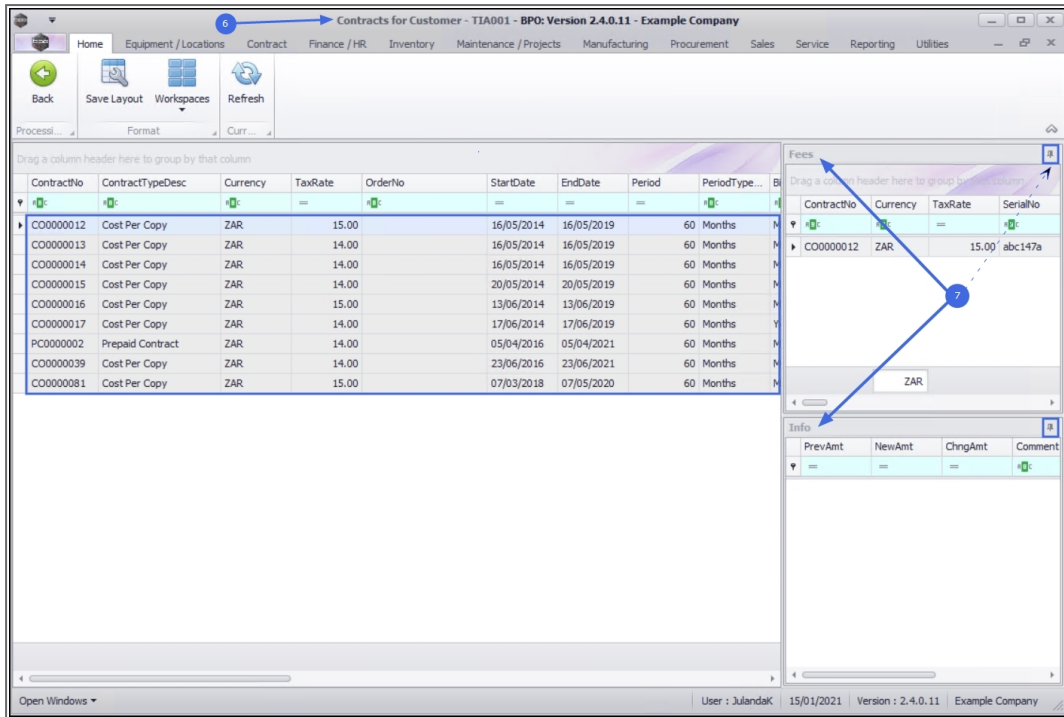
6. The **Contracts for Customer - [customer code]** screen will be displayed.



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...

Drag a column header here to group by that column

| 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 | Yi | |
| 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