

# How to Open a Customer Inquiry Record

1. On the **Menu panel**, click the **Customer Inquiry menu**. This will open the Search for Customer Inquiry screen.

## Tank Management

### Activities

Clock Reading  
Synchronize Delivery History  
Generate Orders  
Tank Monitor  
Generate Work Orders  
Lease  
Budget Calculation  
Virtual Meter Billing

### Maintenance

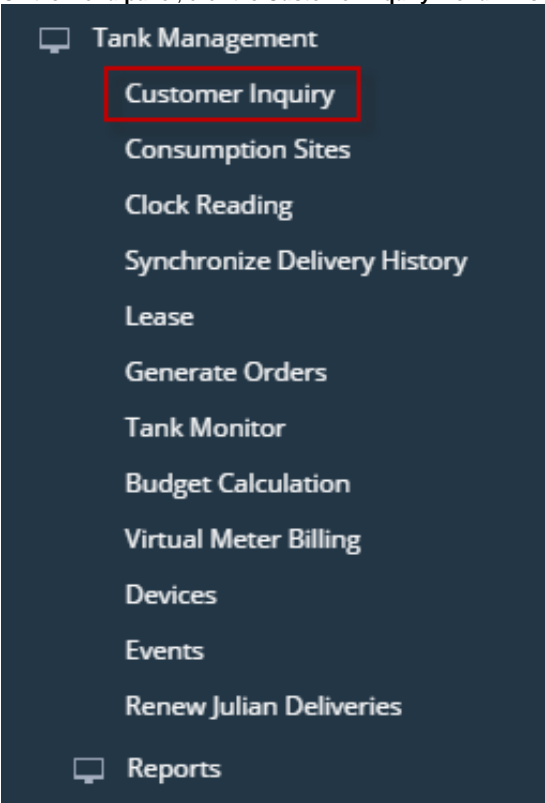
Customer Inquiry  
Consumption Sites  
Devices

### Reports

Call Entry Printout  
Delivery Fill  
Work Orders  
Deliveries  
Events

2. Search for the customer record, select it in the grid, and then click the **Open Selected toolbar button**.  
3. Customer Inquiry will be displayed.

1. On the **Menu panel**, click the **Customer Inquiry menu**. This will open the Search for Customer Inquiry screen.



2. Search for the customer record, select it in the grid, and then click the **Open toolbar button**.

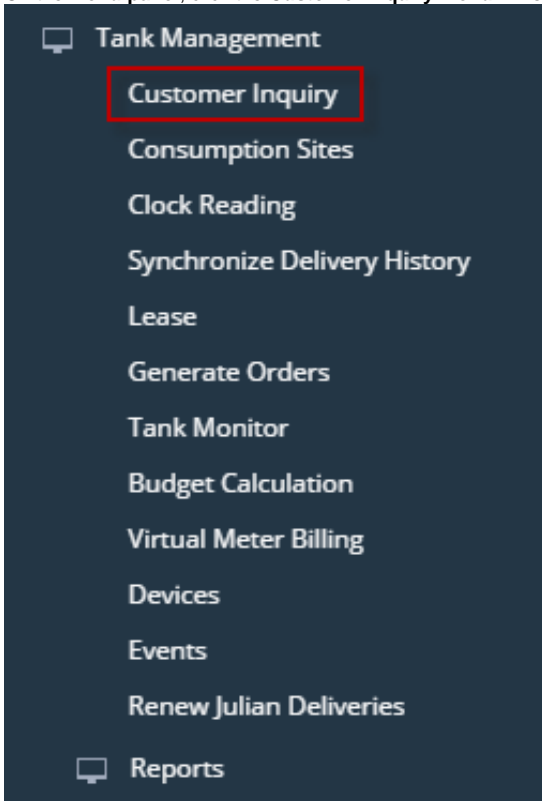
Customer Entity

NewOpenImportRefreshExportClose

BBLayoutFilter Records (F3)3 records

Entity No	Name	Phone	Address	City	State	Zip Code
<input type="checkbox"/> 0001005078	Customer A	1000000000	1234 Main St.	Fort Wayne	IN	46801
<input type="checkbox"/> 0001005079	Customer B	2000000000	111 Princeton Road	Fort Wayne	IN	46808
<input type="checkbox"/> 0001005080	Customer C	3000000000	654 Downtown Street	Fort Wayne	IN	46814

1. On the **Menu panel**, click the **Customer Inquiry** menu. This will open the Search for Customer Inquiry screen.

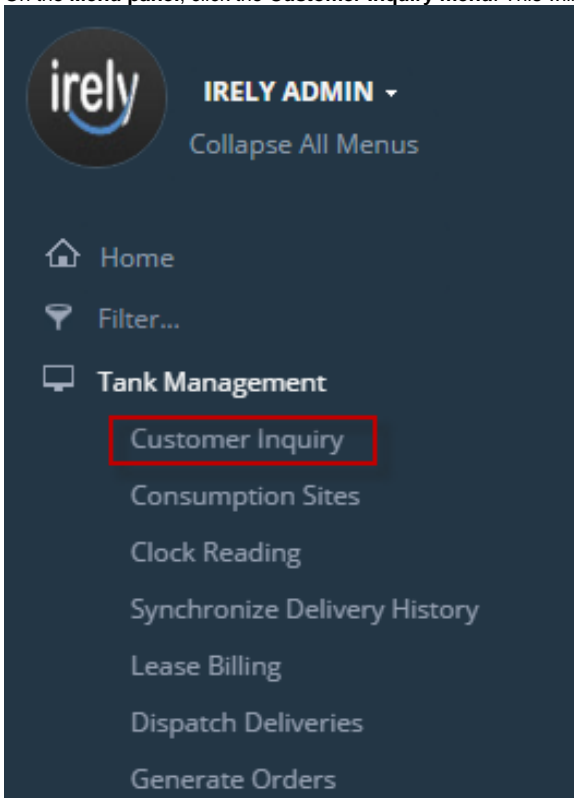


2. Search for the customer record, select it in the grid, and then click the **Open toolbar button**.

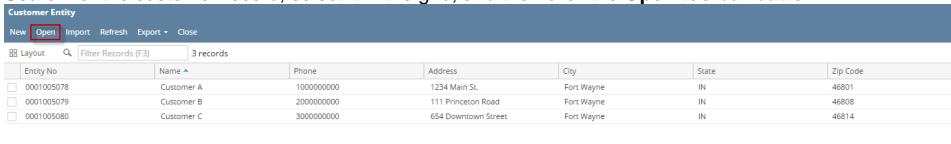
A screenshot of a web application interface titled 'Customer Entity'. It features a toolbar with buttons: 'New', 'Open' (highlighted with a red rectangle), 'Import', 'Refresh', 'Export', and 'Close'. Below the toolbar is a search bar with a magnifying glass icon, the text 'Filter Records (F3)', and a count '3 records'. Below the search bar is a table with the following data:

Entity No	Name	Phone	Address	City	State	Zip Code
<input type="checkbox"/> 0001005078	Customer A	1000000000	1234 Main St.	Fort Wayne	IN	46801
<input type="checkbox"/> 0001005079	Customer B	2000000000	111 Princeton Road	Fort Wayne	IN	46806
<input type="checkbox"/> 0001005080	Customer C	3000000000	694 Downtown Street	Fort Wayne	IN	46814

1. On the **Menu panel**, click the **Customer Inquiry** menu. This will open the Search for Customer Inquiry screen.



2. Search for the customer record, select it in the grid, and then click the **Open toolbar button**.



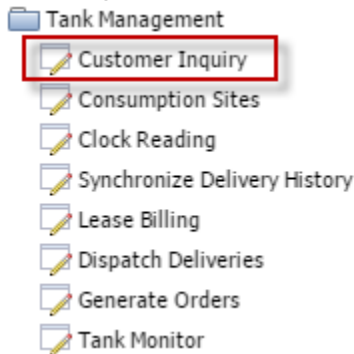
Customer Entity

New Open Import Refresh Export Close

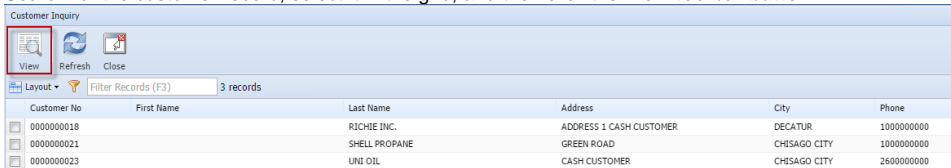
Layout Filter Records (F3) 3 records

Entity No	Name	Phone	Address	City	State	Zip Code
<input type="checkbox"/> 0001005076	Customer A	1000000000	1234 Main St.	Fort Wayne	IN	46801
<input type="checkbox"/> 0001005079	Customer B	2000000000	111 Princeton Road	Fort Wayne	IN	46808
<input type="checkbox"/> 0001005080	Customer C	3000000000	654 Downtown Street	Fort Wayne	IN	46814

1. On the **Menu panel**, double click the **Customer Inquiry** menu. This will open the Search for Customer Inquiry screen.



2. Search for the customer record, select it in the grid, and then click the **View toolbar button**.



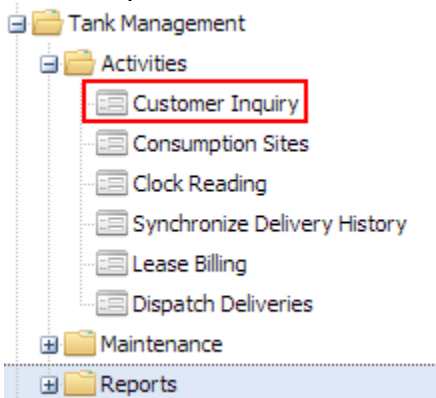
Customer Inquiry

View Refresh Close

Layout Filter Records (F3) 3 records

Customer No	First Name	Last Name	Address	City	Phone
<input type="checkbox"/> 0000000018		RICHE INC.	ADDRESS 1 CASH CUSTOMER	DECATUR	1000000000
<input type="checkbox"/> 0000000021		SHELL PROPANE	GREEN ROAD	CHESAGO CITY	1000000000
<input type="checkbox"/> 0000000023		UNI OIL	CASH CUSTOMER	CHESAGO CITY	2600000000

1. On the **Menu panel**, double click the **Customer Inquiry** menu. This will open the Search for Customer Inquiry screen.



2. Search for the customer record, select it in the grid, and then click the **Open Selected toolbar button**.