

# How to Open the Lease screen

- Via the Lease menu

1. From Tank Management, click the **Leases menu**. This will open the Leases Search screen.

## Tank Management

Activities

Clock Reading

Synchronize Delivery History

Generate Orders

Tank Monitor

Generate Work Orders

**Lease**

Budget Calculation

Virtual Meter Billing

Maintenance

Consumption Sites

Customer Inquiry

Devices

Reports

Call Entry Printout

Deliveries

Delivery Fill

Events

Work Orders

2. Click the **New toolbar button** to open the Leases screen.

Leases

Close

Leases

Open Selected

**New**

Export

Columns

View

Billing Incentive

Lease Billing

Equipment Usage Analysis

3. The Lease screen will be displayed. **Lease No** is auto-generated based on the starting number set in System Manager > Starting Numbers > Tank Management.

Lease

New Save Delete Undo Billing Incentive Close

Details Devices Attachment

Info

Lease No

Start Date

Rental Status

Lease Status

Lease Code \*

Agreement

Agreement Letter

Print Value in Agreement

Evaluation Method

Site Product

Billing

Bill Customer

Billing Frequency

Billing Month

Lease To Own

Last Lease Billing Date

Name

Billing Type \*

Don't Bill After

0.73s Ready

Page 1 of 1

Refresh

- Via the Consumption Site > Attached Device

1. [Open a Devices record](#).
2. Click the **Lease toolbar button**. This button is disabled in a Customer Owned device.

WISNEY - WISNEY, STAN Site: 1

New Save Search Delete Undo Duplicate

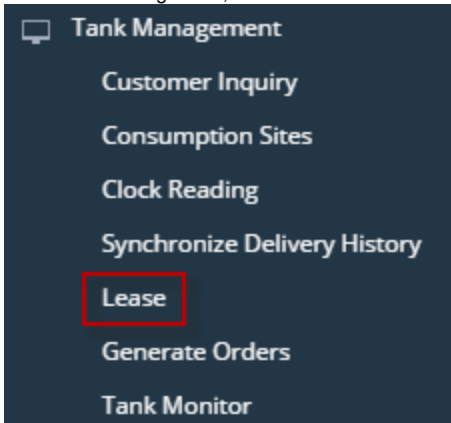
**Lease**

Site Close

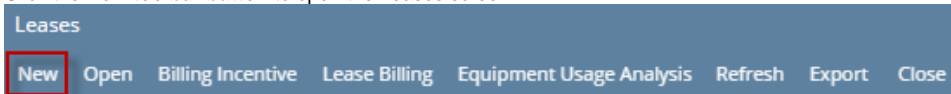
3. The **Lease screen** will be displayed. **Lease No** is auto-generated based on the starting number set in System Manager > Starting Numbers > Tank Management

- **Via the Lease menu**

1. From Tank Management, click the **Leases menu**. This will open the Leases Search screen.



2. Click the **New toolbar button** to open the Leases screen.



3. The Lease screen will be displayed. **Lease No** is auto-generated based on the starting number set in System Manager > Starting Numbers > Tank Management

**Lease** [Up Arrow] [Close X]

New Save Delete Undo Billing Incentive Print Close

Details Devices Attachment (0)

**Info**

Lease No: LEASE-1

Start Date: [Calendar Icon] Lease Code [Dropdown]

Rental Status: [Dropdown]

Lease Status: [Dropdown]

**Agreement**

Agreement Letter: [Dropdown] Print Value in Agreement: ☒

Evaluation Method: Site Product [Dropdown]

**Billing**

Bill Customer: [Dropdown] Name: [Text Box]

Billing Frequency: [Dropdown]

Billing Month: [Text Box] Billing Type: [Dropdown]

Lease To Own: ☐ Don't Bill After: [Calendar Icon]

Last Lease Billing Date: [Calendar Icon]

[Help] [Globe] [Lightbulb] [Envelope] Ready [Previous] [Next] Page 1 of 1 [Previous] [Next]

• Via the Consumption Site > Attached Device

1. Open a [Devices record](#).
2. Click the **Lease** toolbar button. This button is disabled in a Customer Owned device.

**0001005078 - Customer A Site: 1**

New Save Search Delete Undo Duplicate **Lease** Site Close

3. The **Lease** screen will be displayed. **Lease No** is auto-generated based on the starting number set in System Manager > Starting Numbers > Tank Management

**Lease** [Up Arrow] [Close X]

Save Delete Undo Billing Incentive Close

Details

Lease No: LEASE-1

Start Date: [Calendar Icon] Lease Code [Dropdown]

Bill Customer: [Dropdown] Name: [Text Box]

Rental Status: [Dropdown]

Lease Status: [Dropdown]

Billing Frequency: [Dropdown]

Billing Month: [Text Box] Billing Type: [Dropdown]

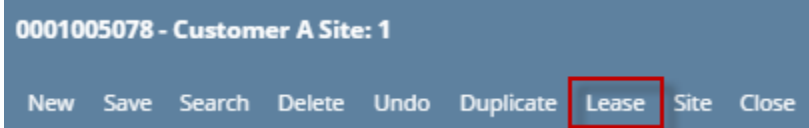
Lease To Own: ☐ Don't Bill After: [Calendar Icon]

Last Lease Billing Date: [Calendar Icon]

[Help] [Globe] [Lightbulb] Edited [Previous] [Next] Page 1 of 1 [Previous] [Next]

1. Open a [Devices record](#).

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Lease

Save Delete Undo Billing Incentive Close

Details

Lease No: LEASE-1

Start Date: Lease Code:

Bill Customer: Name:

Rental Status:

Lease Status:

Billing Frequency:

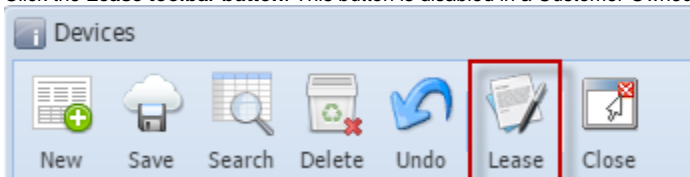
Billing Month: Billing Type:

Lease To Own: Don't Bill After:

Last Lease Billing Date:

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Lease

Save Delete Undo Close

Lease No: LEASE-1

Start Date: Lease Code:

Bill Customer: Name:

Rental Status:

Lease Status:

Billing Frequency:

Billing Month: Billing Type:

Lease To Own: Don't Bill After:

Last Lease Billing Date:

Ready

