

How to Perform 'Pick up and Transfer Back to Bulk Plant Location' Device Action

'Pick up and Transfer Back to Bulk Plant Location' action means the device is picked up from the customer's consumption site and taken back to the bulk plant location. This device action is not applicable to a Customer Owned device.

1. Open the [Device Actions](#) screen. Refer to [Device Actions](#) for the field description.
2. Select 'Pick up and Transfer Back to Bulk Plant Location' from the **Action** combo box list.
3. Enter the **Date**.
4. Select a **Bulk Plant Location** from the combo box list.
5. If the device type is Flow Meter, enter the **Current Meter Reading**. Otherwise, enter the **Gallons Left in Tank**.
6. Select the **Performer** from the combo box list.
7. Click the **OK** button.

The screenshot shows a 'Device Actions' dialog box with a blue header and a white body. At the top left, there are 'OK' and 'Cancel' buttons. The 'OK' button is highlighted with a red rectangular box. Below the buttons is a 'Details' tab. The form contains the following fields: 'Device Type' with a text box containing 'Tank'; 'Serial No' with a text box containing 'Tank4567'; 'Action' with a dropdown menu showing 'Pick up and Transfer Back to Bulk Plant Location'; a section titled 'Device Action' containing 'Date' (04/26/2016), 'Bulk Plant Location' (0001 - Fort Wayne), 'Gallons Left in Tank' (40.00), and 'Performer ID' (Customer C). At the bottom of the dialog, there are icons for help, refresh, and a lightbulb, followed by the word 'Ready'.

- If the device's Ownership is either Lease or Lease to Own, you will receive this message:



iRely i21

This is a Leased/Lease to own device. Are you sure you want to perform Device Action – At Customer to be Transferred back to Bulk Plant Location?

Yes

No

- If the device has a Lease, this is the message that you will receive:



iRely i21

This device has Lease. Performing this device action will delete the lease. Do you want to continue?

Yes

No

8. Select **Yes** on the confirmation message. Once the process is successful, you will be returned to the **Devices** tab. The device will be automatically detached from the site. Here is the device record after the transfer. If it is a Flow Meter device, the **Current Meter Reading** will be recorded in the **Meter Reading** field.

The auto-generated event will be displayed on the Event History tab.

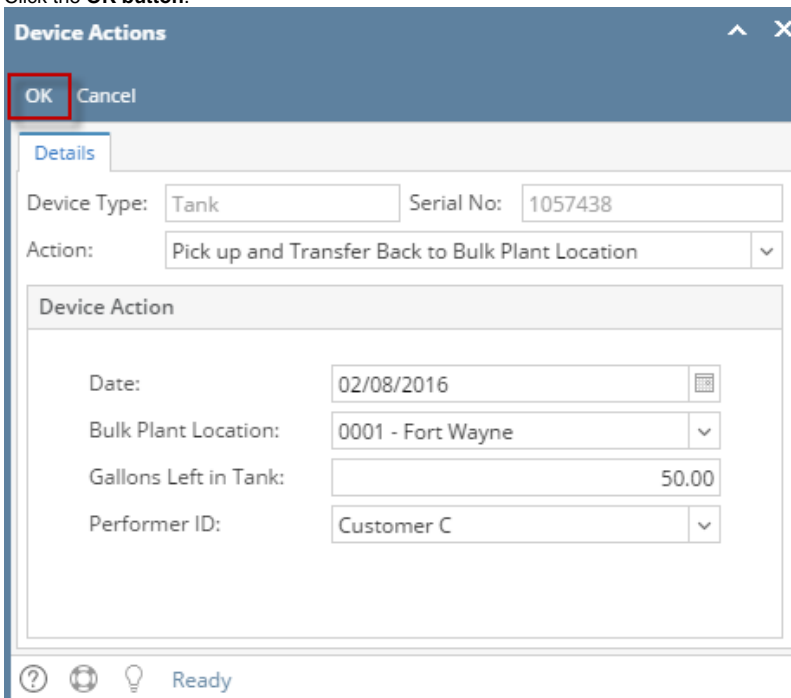
Site	Detail	Devices	Associated Sites	Appliances	Call Entry	Delivery History	Event History	Work Orders	Attachment (0)	Audit Log (16)
<div> <input type="text"/> <input type="button" value="Open"/> <input type="button" value="Remove"/> <input type="button" value="Layout"/> <input type="button" value="Filter Records (F3)"/> </div>										
Date	Type	Description	User ID	Serial No.						
04/26/2016	Device Picked up and Transferred	Device Picked up and Transferred	irelyadmin	Tank4567						

9. **Save** the changes in the Consumption Sites record.

'Pick up and Transfer Back to Bulk Plant Location' action means the device is picked up from the customer's consumption site and taken back to the bulk plant location. This device action is not applicable to a Customer Owned device.

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3. Enter the **Date**.
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5. If the device type is Flow Meter, enter the **Current Meter Reading**. Otherwise, enter the **Gallons Left in Tank**.
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- Click the **OK** button.



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Devices

New Save Search Delete Undo Lease Site Close

Details

General Device Type: Tank Description: sample tank Ownership: Company Owned Bulk Plant Number: 0001 - Fort Wayne Inventory Status: In Comment: Installed on Tank: Regulator Type: Lease Number:		Asset Info Serial Number: 1057438 Manufacturer ID: Manufacturer Name: iRely Manufactured Date: Model Number: Asset Number: Purchase Price: 1,725.00 Purchase Date: 01/11/2013	
Tank Info Tank Capacity: 1,000.00 Tank Reserve: 200.00 Tank Type: Propane Est Gallons in Tank: 50.00 Underground:		Meter Info Meter Type: Meter Cycle: 0 Meter Status: Meter Reading: 0.00	

Ready Page 1 of 1

The auto-generated event will be displayed on the Event History tab.

Site	Detail	Devices	Associated Sites	Appliances	Call Entry	Delivery History	Event History	Work Orders	Audit Log (39)
Q Open	X Remove	Layout	Filter Records (F3)						
Date	Type	Description	User ID	Serial No.					
02/08/2016	Device Picked up and Transferred	Device Picked up and Transferred	irelyadmin	1057438					

9. Save the changes in the Consumption Sites record.

This action means the device is picked up from the customer's consumption site and taken back to the bulk plant location. This device action is not applicable to a Customer Owned device.

1. Open the **Device Actions** screen. Refer to **Device Actions** for the field description.
2. Select **'Pick up and Transfer Back to Bulk Plant Location'** from the **Action** combo box list.
3. Enter the **Date**.
4. Select a **Bulk Plant Location** from the combo box list.
5. If the device type is Flow Meter, enter the **Current Meter Reading**. Otherwise, enter the **Gallons Left in Tank**.
6. Select the **Performer** from the combo box list.
7. Click the **OK** button.

Device Actions

OK Cancel

Device Type: Tank Serial No: SN123456

Action: Pick up and Transfer Back to Bulk Plant Location

Device Action

Date: 06/17/2015

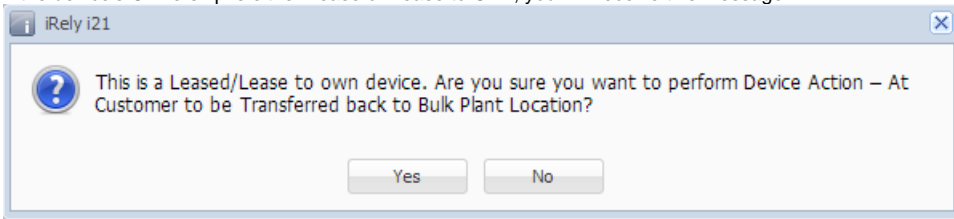
Bulk Plant Location: 063

Gallons Left in Tank: 50.550000

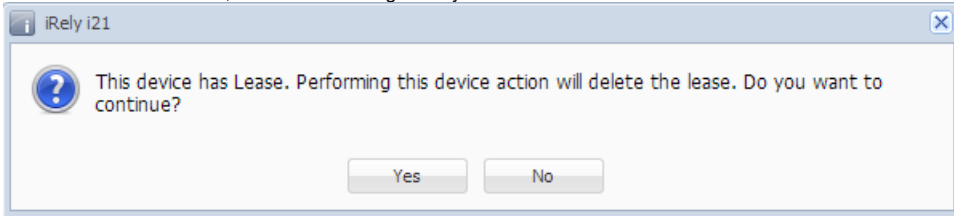
Performer ID: Company

Ready

- If the device's Ownership is either Lease or Lease to Own, you will receive this message:



- If the device has a Lease, this is the message that you will receive:



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The auto-generated event will be displayed on the Event History tab.

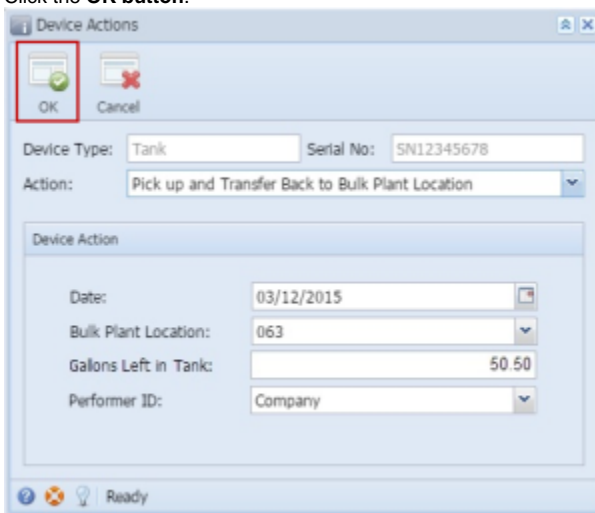
Site Detail Devices Associated Sites Appliances Call Entry Delivery History Event History Work Orders				
View Remove Layout Filter Records (F3)				
Date	Type	Description	User ID	Serial No.
06/17/2015	Event-011	Device Picked up and Transferred	AGADMIN	SN123456

9. **Save** the changes in the Consumption Sites record.

This action means the device is picked up from the customer's consumption site and taken back to the bulk plant location. This device action is not applicable to a Customer Owned device.

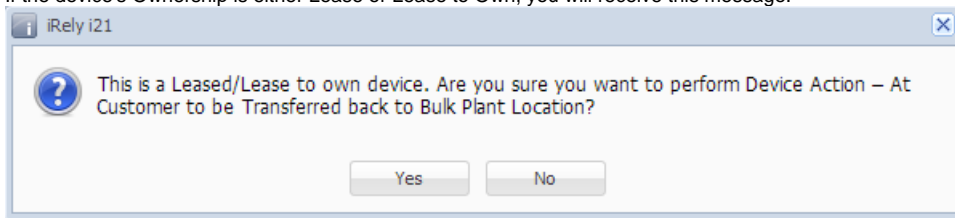
1. Open the **Device Actions** screen. Refer to **Device Actions** for the field description.
2. Select **'Pick up and Transfer Back to Bulk Plant Location'** from the **Action** combo box list.
3. Enter the **Date**.
4. Select a **Bulk Plant Location** from the combo box list.
5. If the device type is Flow Meter, enter the **Current Meter Reading**. Otherwise, enter the **Gallons Left in Tank**.
6. Select the **Performer** from the combo box list.

7. Click the **OK** button.



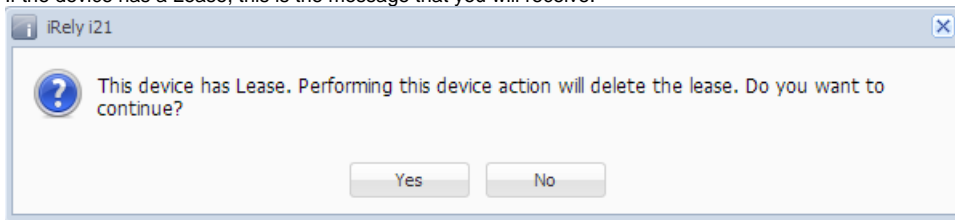
The 'Device Actions' dialog box is shown. It has a title bar with a question mark icon and standard window controls. Inside, there are 'OK' and 'Cancel' buttons at the top left. The 'OK' button is highlighted with a red rectangle. Below the buttons, there are input fields for 'Device Type' (set to 'Tank') and 'Serial No.' (set to 'SN12345678'). An 'Action' dropdown menu is set to 'Pick up and Transfer Back to Bulk Plant Location'. A section titled 'Device Action' contains several fields: 'Date' (03/12/2015), 'Bulk Plant Location' (063), 'Gallons Left in Tank' (50.50), and 'Performer ID' (Company). The status bar at the bottom shows 'Ready'.

- If the device's Ownership is either Lease or Lease to Own, you will receive this message:



The 'iRely i21' dialog box displays a confirmation message. It features a question mark icon and the text: 'This is a Leased/Lease to own device. Are you sure you want to perform Device Action – At Customer to be Transferred back to Bulk Plant Location?'. At the bottom, there are 'Yes' and 'No' buttons.

- If the device has a Lease, this is the message that you will receive:



The 'iRely i21' dialog box displays a confirmation message. It features a question mark icon and the text: 'This device has Lease. Performing this device action will delete the lease. Do you want to continue?'. At the bottom, there are 'Yes' and 'No' buttons.

8. Select **Yes** on the confirmation message. Once the process is successful, you will be returned to the **Devices** tab. The device will be automatically detached from the site. Here is the device record after the transfer. If it is a Flow Meter device, the **Current Meter Reading** will be recorded in the **Meter Reading** field.

The auto-generated event will be displayed on the Event History tab.

Site Detail Devices Associated Sites Appliances Call Entry Delivery History **Event History** Work Orders

View Remove Filter:

Date	Type	Description	User ID	Serial No.
03/12/2015	Event-011	Device Picked up and Transferred	AGADMIN	SN12345678

9. Save the changes in the Consumption Sites record.