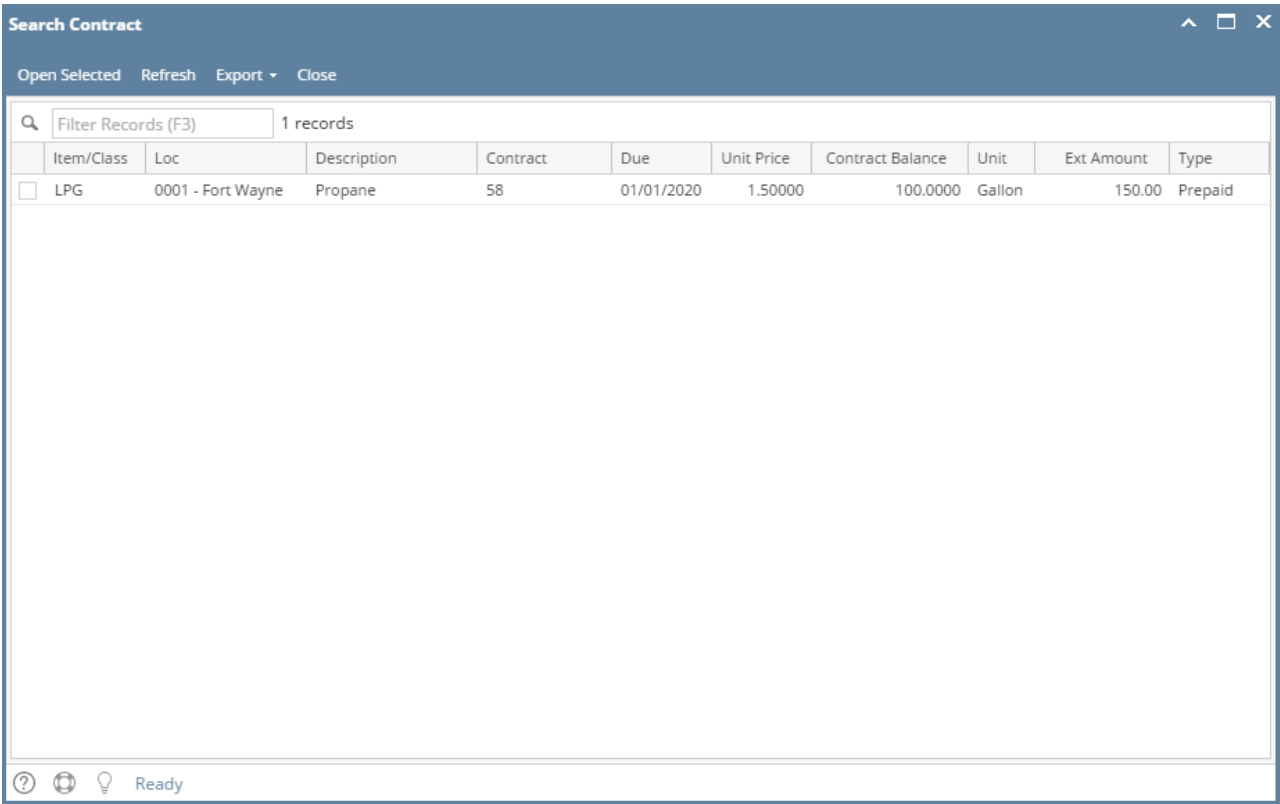


Search Contract

The **Search Contract screen** lists down all active contracts of the customer. This is opened when creating a call entry and the customer has an active contract (See also [How to Create a Call Order](#)). On this screen, select the appropriate contract then click the Open Selected button to apply the contract's unit price to the call entry. Note that the contracts made via the [Link Contract](#) process are not displayed on this screen.

Here is a sample Search Contracts screen.



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Here is a sample Search Contracts screen.

Search Contract

Open Selected Refresh Close

Filter Records (F3) 1 records

| Item/Class | Loc | Description | Contract | Due | Unit Price | Contract Balan... | Unit | Ext Amount | Type |
|------------|-----|--------------|----------|------------|------------|-------------------|------|------------|---------|
| 1130 | 063 | Class: 11000 | 00000001 | 01/01/2099 | 1.59900 | 0.0000 | GAL | 0.00 | Prepaid |

Ready

The **Search Contract screen** lists down all active contracts of the customer. This is opened when creating a call entry and the customer has an active contract (See also [How to Create a Call Order](#)). On this screen, select the appropriate contract then click the Open Selected button to apply the contract's unit price to the call entry. Note that the contracts made via the [Link Contract](#) process are not displayed on this screen.

Here is a sample Search Contracts screen.

Search Contract

Open Selected Refresh Close

Filter Records (F3) 1 records

| Item/Class | Loc | Description | Contract | Due | Unit Price | Contract Balance | Unit | Ext Amount | Type |
|------------|-----|---------------------|----------|------------|------------|------------------|------|------------|---------|
| AW10001 | 001 | Class: AW1 thru 000 | 00000244 | 12/30/2014 | 610.00000 | 7.7500 | TON | 4,727.50 | Prepaid |

Help Ready