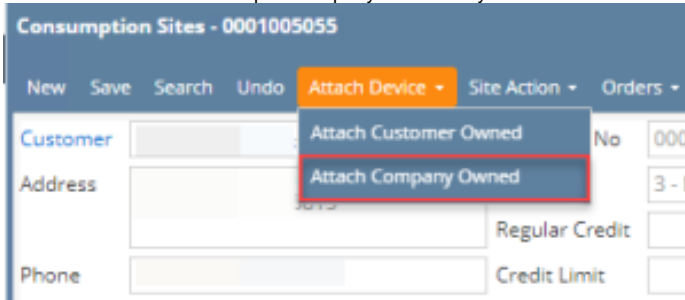


# How to Attach a Company Owned device

1. [Open a Consumption Sites record.](#)
2. Click the **Attach Device > Attach Company Owned** toolbar button. This will open the Search Devices screen. This search screen will display the devices where Ownership is Company Owned only.



Consumption Sites - 0001005055

New Save Search Undo **Attach Device** Site Action Orders

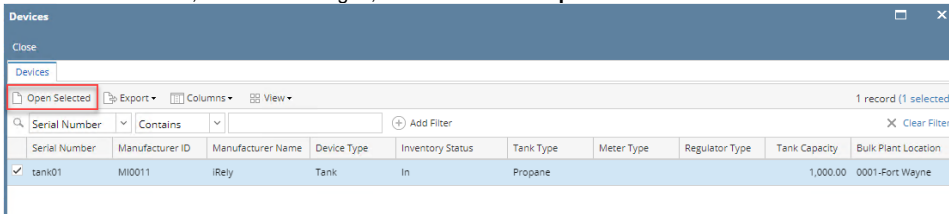
Customer [ ] No 000

Address [ ] 3 - 1

Phone [ ] Regular Credit [ ]

Credit Limit [ ]

3. Search for the device, select it on the grid, and then click the **Open Selected** toolbar button.



Devices

Close

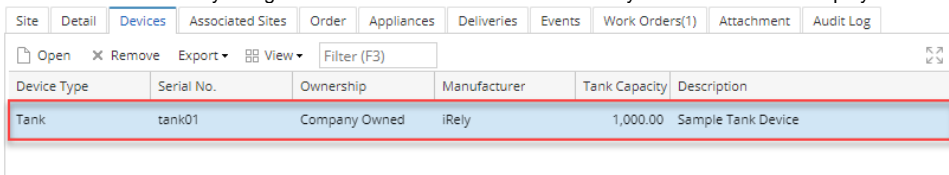
Devices

Open Selected Export Columns View 1 record (1 selected)

Serial Number Contains Add Filter Clear Filters

Serial Number	Manufacturer ID	Manufacturer Name	Device Type	Inventory Status	Tank Type	Meter Type	Regulator Type	Tank Capacity	Bulk Plant Location
✓ tank01	MI0011	iRely	Tank	In	Propane			1,000.00	0001-Fort Wayne

4. You will be automatically navigated to the **Devices** tab where the newly attached device is displayed.

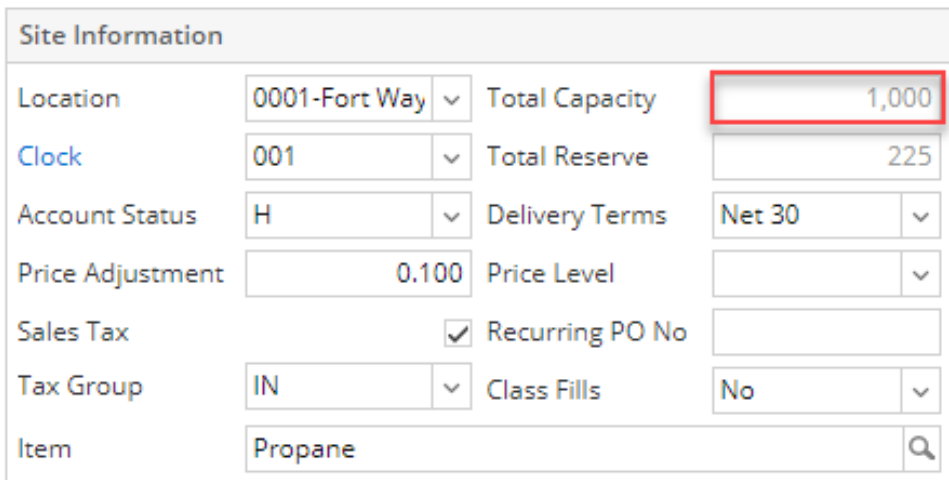


Site Detail **Devices** Associated Sites Order Appliances Deliveries Events Work Orders(1) Attachment Audit Log

Open Remove Export View Filter (F3)

Device Type	Serial No.	Ownership	Manufacturer	Tank Capacity	Description
Tank	tank01	Company Owned	iRely	1,000.00	Sample Tank Device

5. **Save** the changes in the Consumption Sites record.
6. Tank Capacity of attached devices on site will be summed up in Site Tab > **Total Capacity**.



Site Information

Location 0001-Fort Way Total Capacity 1,000

Clock 001 Total Reserve 225

Account Status H Delivery Terms Net 30

Price Adjustment 0.100 Price Level

Sales Tax Recurring PO No

Tax Group IN Class Fills No

Item Propane

- a. [Open a Consumption Sites record.](#)

- b. Click the **Attach Device > Attach Company Owned** toolbar button. This will open the Search Devices screen. This search screen will display the devices where Ownership is Company Owned only.

**Consumption Sites - 0001005078**

New Save Search Undo **Attach Device** Site Action Print Call Entry Add Call Entry Dispatch Contract Customer

Customer: Customer A No: 0001005078 Current:

Address: 1234 Main St. Fort Wayne, IN 46801 Due on Receipt:  Total Past Due:

Phone: 1000000000 Regular Credit: 0.00 Budget Amt Due:

Credit Limit: 0.00 Prepaid Balance:

Showing 1 Consumption Site

+ Filter Records (F3)

Address	Description
1234 Main St.	Tank A

Location Information

Site No: 0001 Billing By: Tank ☐ Active

Description: Tank A

Address: 1234 Main St.

- c. Search for the device, select it on the grid, and then click the **Open Selected** toolbar button.

**Search Devices**

Open Selected Refresh Export Close

Filter Records (F3) 1 records (1 selected)

Serial Number	Manufacturer ID	Manufacturer Name	Device Type	Inventory Status	Tank Type	Meter Type	Regulator Type	Tank Capacity	Bulk Plant Location
Tank1234		iRely	Tank	In	Propane			500.00	

- d. You will be automatically navigated to the **Devices** tab where the newly attached device is displayed.

Site Detail **Devices** Associated Sites Appliances Call Entry Delivery History Event History Work Orders Attachment (0) Audit Log (4)

Open X Remove Layout Filter Records (F3)

Device Type	Serial No.	Ownership	Manufacturer	Tank Capacity	Description
Tank	Tank1234	Company Owned	iRely	500.00	Tank 1

- e. **Save** the changes in the Consumption Sites record.

- a. **Open a Consumption Sites record.**

- b. Click the **Attach Device > Attach Company Owned** toolbar button. This will open the Search Devices screen. This search screen will display the devices where Ownership is Company Owned only.

**Consumption Sites - 0001005078**

New Save Search Undo **Attach Device** Site Action Print Call Entry + Call Entry Dispatch Contract Customer

Customer: Customer A No: 0001005078 Current:

Address: 1234 Main St. Fort Wayne, IN 46801 Due on Receipt:  Total Past Due:

Phone: 1000000000 Regular Credit: 0.00 Budget Amt Due:

Credit Limit: 0.00 Prepaid Balance:

Showing 1 Consumption Site

+ Filter Records (F3)

Address	Description
1234 Main St.	Tank A

Location Information

Site No: 0001 Billing By: Tank ☐ Active

Description: Tank A

Address: 1234 Main St.

- c. Search for the device, select it on the grid, and then click the **Open Selected** toolbar button.

**Search Devices**

Open Selected Refresh Close

Filter Records (F3) 1 records (1 selected)

Serial Number	Manufacturer ID	Manufacturer Name	Device Type	Inventory Status	Tank Type	Meter Type	Regulator Type	Tank Capacity	Bulk Plant Location
SN5678	MN1111	iRely	Tank	In	Propane			500.00	0001 - Fort Wayne

- d. You will be automatically navigated to the **Devices** tab where the newly attached device is displayed.

Site   Detail   <b>Devices</b>   Associated Sites   Appliances   Call Entry   Delivery History   Event History   Work Orders   Audit Log (2)					
Q Open X Remove Layout Filter Records (F3)					
Device Type	Serial No.	Ownership	Manufacturer	Tank Capa...	Description
Tank	SN1234	Customer Owned	iRely	500.00	Customer Tank A
Tank	SN5678	Company Owned	iRely	500.00	Tank A

- e. **Save** the changes in the Consumption Sites record.

- a. **Open a Consumption Sites record.**

- b. Click the **Attach Device > Attach Company Owned** toolbar button. This will open the Search Devices screen. This search screen will display the devices where Ownership is Company Owned only.

Consumption Sites - 0000000021

New Save Search Undo Attach Device Site Action Print Call Entry

Customer: SHELL PROPANE  
Address: GREEN ROAD CHISAGO CITY, MN  
Phone: 1000000000

Attach Customer Owned  
Attach Company Owned

Showing 1 Consumption Site << Site Detail Devices Associated S

Filter: Address Description  
GREEN ROAD Site 1

Location Information  
Site No: 0001 Billing By: Tank  
Description: Site 1

- c. Search for the device, select it in the grid, and then click the **Open Selected** toolbar button.

Search Devices

Open Selected Refresh Close

Filter Records (F3) 1 records (1 selected)

	Serial Number	Manufacturer ID	Manufacturer Name	Device Type	Inventory Status	Tank Type	Meter Type
<input checked="" type="checkbox"/>	012345678	M111	M-Tank	Tank		P	

- d. You will automatically be navigated to the **Devices** tab where the newly attached device is displayed.

Site   Detail   <b>Devices</b>   Associated Sites   Appliances   Call Entry   Delivery History   Event History   Work Orders					
Edit Delete Filter:					
Device Type	Serial No.	Ownership	Manufacturer	Tank Capacity	Description
Tank	012345678	Company Owned	M-Tank	1,000.00	Tank 1

- e. **Save** the changes in the Consumption Sites record.