

Additional Services to main order

Additional Services - services provided as part of the main client order, for example:

- Cargo **insurance** ,
- **Transshipment** services,
- Export **declaration** ,
- **Customs** services,
- **Downtime** ,
- Storage in **warehouse** , etc.

Additional services are added in the lower part of the Client's order window on the right side by pressing the command button **Add2** and choose **Additional service**

Client order - DEMO - K10199

Cargo | Sent e-mails | Attachment(s) | Prepared CMR | Sell cargo | Status history

Order No. 10199 Order date 30.05.2022 Order type Cargo ☐ Multistop

Cargo manager Demo Client order No. Status Confirmed

Client Company Contract info Feedback

Agreed to load 30.05.2022 From 00:00 To 00:00

Sender Loading set

Loading address

Agreed to deliver 30.05.2022 From 00:00 To 00:00

Receiver Delivery set

Delivery address

Direction Trailer type TGN Loading type Lade ☐ With declaration

Notes for carrier Internal notes

Income from client 2000.00 EUR ☐ Payment 30 days ☐ VAT Rate 11.4% ☐ Send invoice By mail ☐ Send POD By mail ☐

Barcode

Package	Size	Units	Label	Volume	Charge	Cargo description
10199	1.0	1.0	1.0	1.0	1.0	1.0

#	Service	Income	Transport No.	Load date	Delivery date	Invoice No.	Expenses	POD	Carrier
1	10199	2000.00		30.05.2022	30.05.2022				

POD No. ☐ POD received

Total Income: 2 000.00, Total cost: 0.00, Price/LDM: 500.00

Saved: 30.05.2022 16:21 demo

Buttons: Add1, Open, Delete, Add2, Main service, Delivery through terminal, Additional service, Add/Edit THC

In addition, there are 2 information areas in the service window:

- 1) Information for the Service **recipient** ;
- 2) Information to **the service provider**, such as the carrier.

Customer Order: Summary of customer order information.

Sequence in order: Additional service sequence number from 10 upwards. Learn more [here](#) .

1) Information for the recipient of the service

Type of service: You must select a service from the classifier, which will be visible on the invoice. When adding a new service, it must be translated into the languages in which the invoice is issued, for translation see the point: [Translation of records](#).

Explanation of the service in the invoice: Additional text that must be included in the outgoing invoice

Service period from ... to ... : filled in if the Service is displayed in the invoice printout

Include the service in the outgoing invoice: mark ☒ if the service should be included in the customer's invoice.

Allocate service revenues and expenses to the main shipment of the cargo: Check here ☒ , if the service will be applied to the main voyage/expedition of the Customer's order. After the default, the service's revenues and expenses are attributed to the separately created Trip / Expedition.

Price to the customer; The amount; Revenue; VAT rate: filled in according to the amount of additional service

2) Information for the service provider

Trip/ spedition no.: Voyage/ Expedition number to which the service is applicable. If not known, do not fill in.

Sequence in Trip: The sequence of service on the Trip.

Carrier: If unknown, do not fill in.

Carrier manager: If not known, do not fill in.

There will be no incoming bill: if there will be no bill for the additional service.

Record expenses/carrier price: if checked, the carrier who also works in the OZOLS TMS system, when entering **the order reference** , will see the agreed price.

Price to the carrier: The price for which the Carrier has agreed to deliver the cargo.

Quantity: The amount of additional service.

Costs and VAT rate: Additional service costs.

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