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**

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.

Revision #5

Created Wed, Aug 10, 2022 11:38 AM by Janis Veldre

Updated Wed, Oct 26, 2022 1:54 PM by Janis Veldre