# Ferry ticket invoice

1. To register a ferry ticket create new incoming invoice

OZOLS > Payments > Documents > Incoming invoices > New
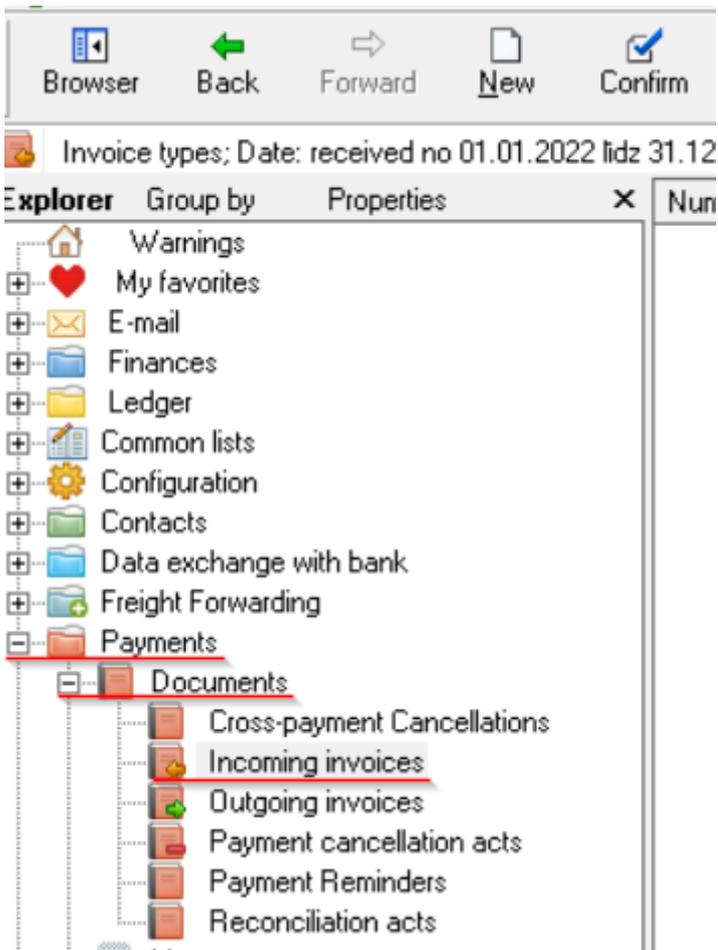
2. Connect Ferry invoice with Trip/Spedition

1) Select **Ferry**
2) Enter **invoice information**;
3) Add **Service** ;
4) Choose a service - **Ferry** (If not, create one);
5) Completed **by Trip/Sped. and Car** fields
6) Enter **the Invoice amount** and save;
7) Press the **Functions** *f✱* button;
8) Attach ferry tickets to the invoice.
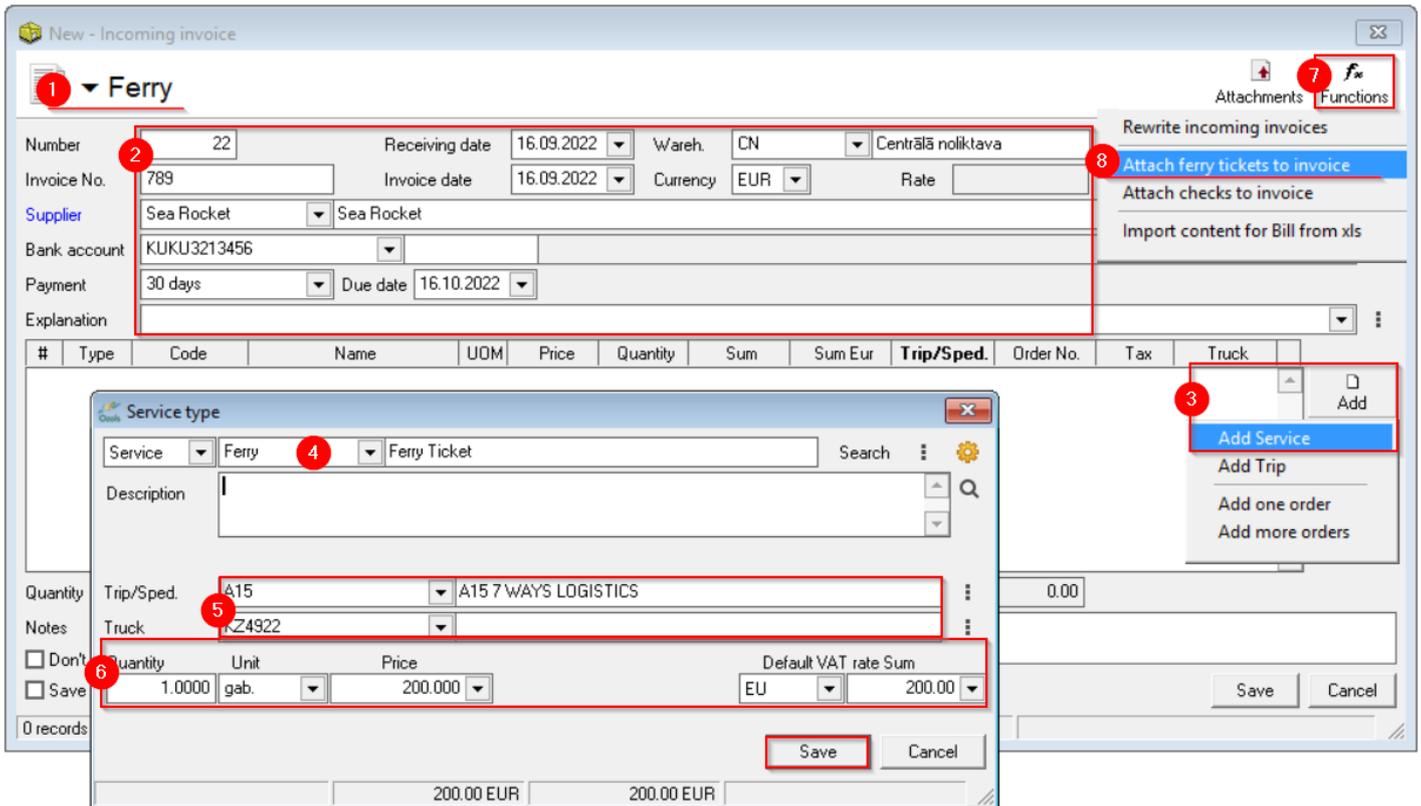
3. Linking ferry tickets to invoices

OZOLS > Freight forwarding> Tools > Ferry tickets linking with invoices

Window areas:

1. Invoice information;12
2. Ferry tickets attached to the invoice;
3. Search tools;
4. Ferry tickets not linked to invoices.
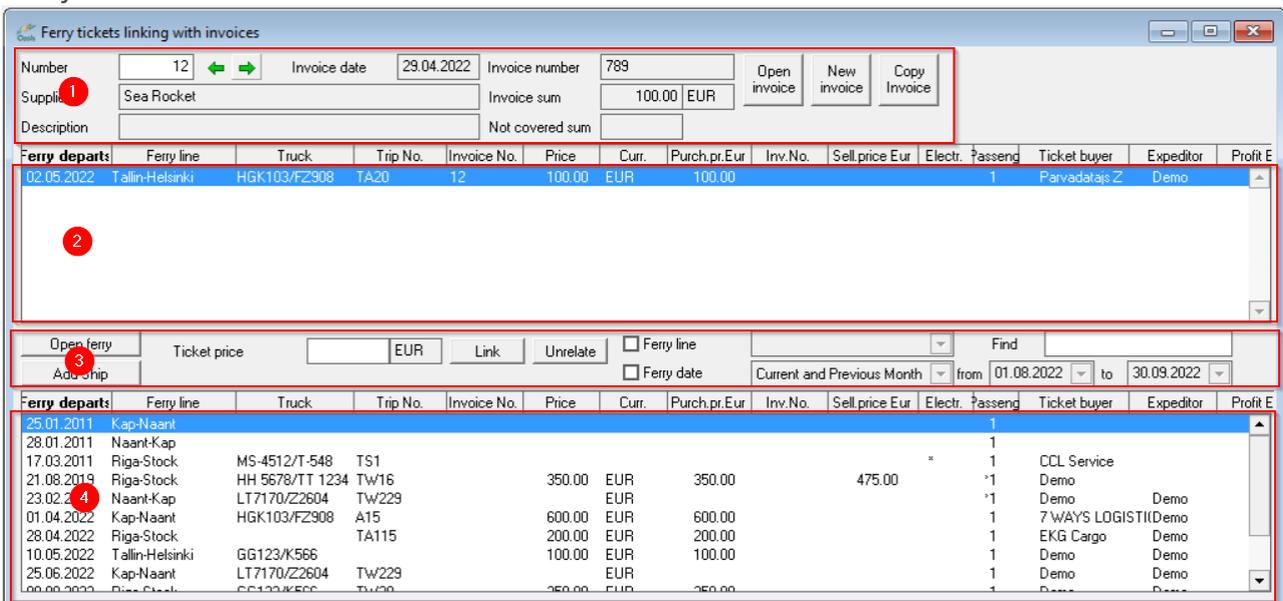
A ferry ticket is attached or detached from the Invoice by double-clicking on it.

It is possible to attach several tickets to one invoice.

Read more:

Adding ferry tickets

Revision #3

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