



Client List



New Client

一扫把

FILTER ►

	NAME	TEL	TYPE	FREQUENCY	Reminder
	Jessica Chai	021 - 1234 1234	Client	Twice A Week	
	Joy Hygienix	021 - 1234 1234	Client	When Needed	Spring Clean 2014-03-12
	Alex Morgen	021 - 1234 1234	Client	Twice A Week	birthday
	Jessica Chai	021 - 1234 1234	Staff	Fortnightly	
	Jessica Chai	021 - 1234 1234	Client	Monthly	
	Joy Hygienix	021 - 1234 1234	Client	Twice A Week	
	Alex Morgen	021 - 1234 1234	Staff	Weekly	
	Jessica Chai	021 - 1234 1234	Client	Twice A Week	
	Alex Morgen	021 - 1234 1234	Client	Twice A Week	
	Jessica Chai	021 - 1234 1234	Client	Twice A Week	
	Jessica Chai	021 - 1234 1234	Client	Twice A Week	
	Joy Hygienix	021 - 1234 1234	Client	When Needed	
	Alex Morgen	021 - 1234 1234	Client	Twice A Week	
	Jessica Chai	021 - 1234 1234	Staff	Fortnightly	
	Jessica Chai	021 - 1234 1234	Client	Monthly	
	Joy Hygienix	021 - 1234 1234	Client	Twice A Week	
	Alex Morgen	021 - 1234 1234	Staff	Weekly	
	Jessica Chai	021 - 1234 1234	Client	Twice A Week	
	Alex Morgen	021 - 1234 1234	Client	Twice A Week	
	Jessica Chai	021 - 1234 1234	Client	Twice A Week	

75m. Address Suburb. ? Price.

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↑ 大概?



Client List



New Client

Q1. 如果不填 client name 只选 filter 内容. 是不是所有符合 filter 条件的客户都会列出?  
是否打印?

reminders  
Q2. 是否按 spring clean  
那月的  
日期?

Q3. 如何按 suburb 按?

Q4. Inspection report 内  
评论是否按?

Q5. 是否按字母顺序  
拼写?

Search Enter Client Name or Staff Name SEARCH

Type  Client  Staff

~~Service History~~ Starting From  Increased before dd/mm/yyyy

Active  Yes  No

Frequency  Twice A Week  Weekly  Fortnightly  Monthly  When Needed

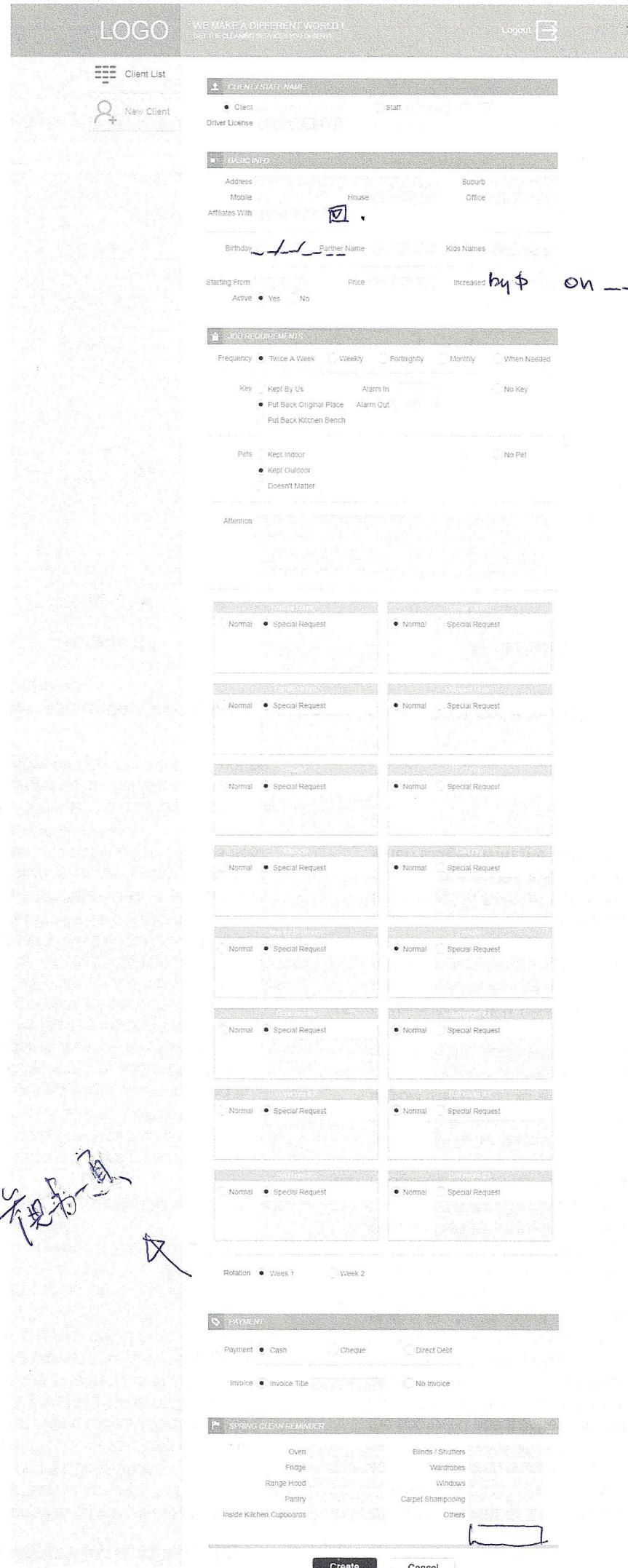
Invoice  Yes  No

FILTER CANCEL

Jessica Chai	021 - 1234 1234	Client	Twice A Week
Alex Morgen	021 - 1234 1234	Client	Twice A Week
Jessica Chai	021 - 1234 1234	Client	Twice A Week
Jessica Chai	021 - 1234 1234	Client	Twice A Week
Joy Hygienix	021 - 1234 1234	Client	When Needed
Alex Morgen	021 - 1234 1234	Client	Twice A Week
Jessica Chai	021 - 1234 1234	Staff	Fortnightly
Jessica Chai	021 - 1234 1234	Client	Monthly
Joy Hygienix	021 - 1234 1234	Client	Twice A Week
Alex Morgen	021 - 1234 1234	Staff	Weekly
Jessica Chai	021 - 1234 1234	Client	Twice A Week
Alex Morgen	021 - 1234 1234	Client	Twice A Week
Jessica Chai	021 - 1234 1234	Client	Twice A Week

Spring Clean  
2014-03-12

A  
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Z



LOGO

WE MAKE A DIFFERENT WORLD  
TO THE BETTER SERVICE OF PEOPLE

Logout

 Client List New Client

下拉菜单选择客户  
请选择与数据插入某人

服务

CLIENT / STAFF NAME

Client: Jessica Chai

Staff

Driver Licence: 2398-2398-1239

BASIC INFO

Address: Long wa rd. No 338 Room 201

Suburb: xishui

Mobile: 13746569700

House: 021-4857 1234

Office: 6055 2738

Affiliates With: WTM 

Birthday: 1985-01-18

Partner Name: Jessica Chai

Kids Names: Jessica Chai

Starting From: 1985-01-18

Price: 1283

Increased: 1985-01-18

Active: Yes Post code: 

JOB REQUIREMENTS

Frequency:  Twice A Week  Weekly  Fortnightly  Monthly  When NeededKey:  Kept By Us

Alarm In: 123456

No Key

 Put Back Original Place: Alarm Out: 123456 Put Back Kitchen BenchPets:  Kept Indoor

No Pet

 Kept Outdoor Doesn't Matter

Attention: remember to clean the bath room twice

<input type="radio"/> Normal <input checked="" type="radio"/> Special Request remember to clean the bath room twice	<input checked="" type="radio"/> Normal <input type="radio"/> Special Request
<input type="radio"/> Normal <input checked="" type="radio"/> Special Request remember to clean the bath room twice	<input checked="" type="radio"/> Normal <input type="radio"/> Special Request
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<input type="radio"/> Normal <input checked="" type="radio"/> Special Request remember to clean the bath room twice	<input checked="" type="radio"/> Normal <input type="radio"/> Special Request

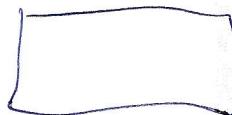
Rotation:  Week 1  Week 2

Rotation

○ Yes

○ No

Week 1



Week 2



PAYMENT

Payment:  Cash  Cheque  Direct DebitInvoice:  Invoice Title: wtm group  No Invoice

SPRING CLEAN REMINDER

Oven: 1985-01-18

Blinds / Shutters: 1985-01-18

Fridge: 1985-01-18

Wardrobes: 1985-01-18

Range Hood: 1985-01-18

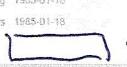
Windows: 1985-01-18

Pantry: 1985-01-18

Carpet Shampooing: 1985-01-18

Inside Kitchen Cupboards: 1985-01-18

Others: 1985-01-18



→ 写具体内容. 与上述不同

 Edit. INVOICE INSPECTION

LOGO

WE MAKE A DIFFERENT WORLD!  
GET THE CLEANEST SERVICES YOU DESERVE!

Logout

Client List

New Client

**BASIC**

Greeting Customer  Not At Home  
 Security Key Pet   
 Attentions

**TASKS**

Dusting	
Vacuuming	
Mopping	
Damp Wiping	
Special Request	

Dusting	
Vacuuming	
Mopping	
Damp Wiping	
Special Request	

Dusting	
Vacuuming	
Mopping	
Damp Wiping	
Special Request	

Sink + tap surroundings	
Range hood + cook top	
Benches	
Outside cupboards	
Outside oven	
Fridge	
Microwave	
Floor	
Special request	

Dusting	
Vacuuming	
Mopping	
Damp wiping	
Special request	

Sink + tap surroundings	
Washing machine + dryer	
Window sills + light switches	
Special request	

Dusting	
Vacuuming	
Mopping	
Damp wiping	
Special request	

Basin + tap surroundings	
Toilet + sides	
Bathtub	
Shower + mould	
Window sills	
Floor	
Special request	

Dusting	
Vacuuming	
Mopping	
Damp wiping	
Special request	

Basin + tap surroundings	
Toilet + sides	
Bathtub	
Shower + mould	
Window sills	
Floor	
Special request	

Dusting	
Vacuuming	
Mopping	
Damp wiping	
Special request	

Oven	
Fridge	
Range Hood	
Pantry	
Inside Kitchen Cupboards	
Blinds / Shutters	
Wardrobes	
Windows	
Carpet Shampooing	
Others	

**PAYMENT**Payment  Paid  Not Paid

TBC

Submit

Cancel

Comments:

# LOGO

WE MAKE A DIFFERENT WORLD!  
GET THE CLEANING SERVICES YOU DESERVE.

dd/mm/yyyy

DATE: 2014-12-12

Customer: Bangers & Tash

Tel: 043 1234 1234

Address: 2/100 Alexander St, Crows Nest NSW 2065

下拉菜单，可否从数据中选择  
Invoice title?

Service Date	Service / Product	Description	Price
<u>2013-12-12</u> <u>dd/mm/yyyy</u>	General office cleaning		60.00
2013-12-12	General office cleaning		60.00

Total: 120.00

GST: 12.00

Total inc GST: 132.00



RONG CHAI ABN: 38598410491 BSB: 302507 A/C: 1008741-8