

#323238 Trying to close rental contract RC005748 - followed SOP - but have some how mucked things up unable to change status or do anything

Submitted Received via Requester

17 September 2021 at 09:11 Web Form Natasha Thompson <natasha.thompson@terraanalytical.co.nz>

CCs

Maureen Aberilla <maureen.aberilla@goughcat.co.nz>

Type **Priority** Group **Status** Assignee Service Desk Jess Beattie Solved Problem Normal

Category

NAXT

Jess Beattie September 17, 2021 at 9:11 AM

Phone call notes:

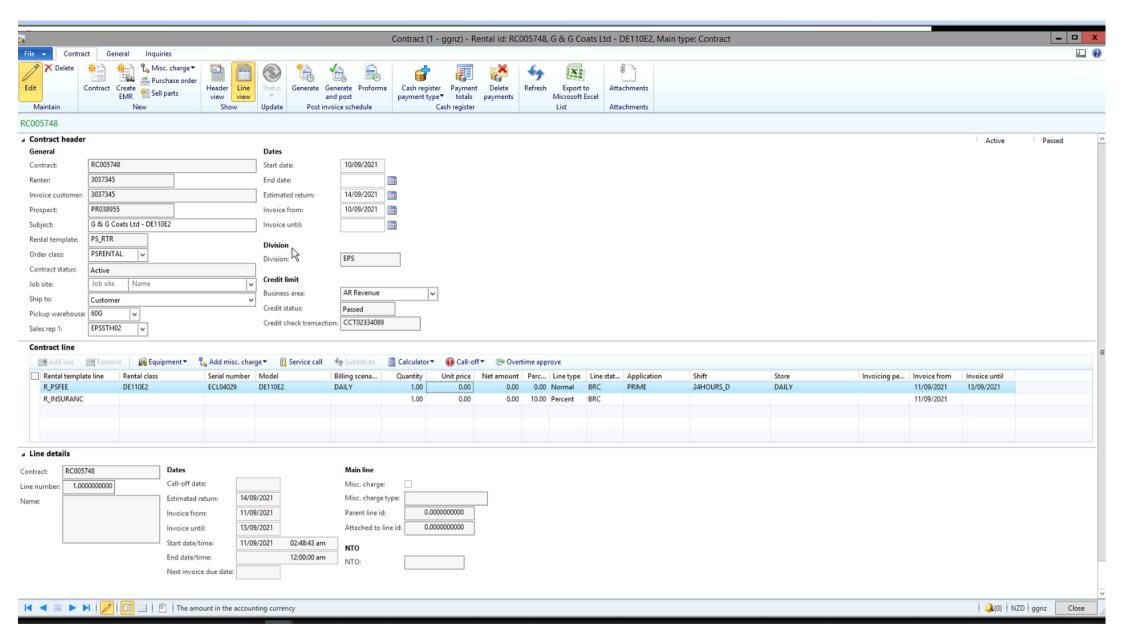
Trying to close rental contract RC005748 - got to generating the contract invoice and it went into invoice schedule because it generated one but it had no value so deleted it. Went and did something else and it came up with an error - did best rate calculator and last calculation then had to go in and change.

Unit price is gone and everything is greyed out - can't even change the status now as the button is greyed out also.

When generating invoice it shows as zero which is not correct

Need to close the contract and usually have to do final invoice first

Was following the "close a contract" SOP then got an error so went back to another step on another SOP and think things got mucked up somehow....



Kind regards, Jess Beattie

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Jess Beattie September 17, 2021 at 9:13 AM

Internal note

Maureen Aberilla aaarrrrggghh please help 😟 this is so very confusing and Natasha doesn't even know what she has done but she knows she has screwed this up somehow. Her ultimate goal is to close the contract..

Maureen Aberilla September 17, 2021 at 12:30 PM

Hi Tash,

Just wanted to note what we've done to sort out this issue:

Delete the open invoice in your Invoice schedule.

Put status to Created.

Reversed Best Rate Calculator

Updated the Invoice from and Start date in each line of your contract to 10/09/2021.

Activate Rental Contract

Generate invoice for 10/09/2021.

Posted invoice

Did the BRC for 11/09/21 and updated the Days to invoice to 0 and click OK.

This then closed the rental contract without any further invoice to generate.

Cheers, Maureen

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