Split Bills

Last Modified on 07/10/2025 4:48 pm EDT

The information in Split Bills is to be maintained in the primary tank holder's Maintenance screen.

1. Select Split Bills.

User Defined Fields
Change Inv Status
Inventory Hist
Set Up Meter/RTM
Regulator Info
Split Bill

- 2. Enter the primary tank holder's account number and press Tab.
- 3. Enter the Pcnt.

Split Bill for Tank# 3 Division 1 HUNT,SAM									
Customer #	Name	Pcnt	Inactive	^					
10084	HUNT,SAM	50.00%							
100006	ALLISON, JENNY	50.00%							
				¥					
Split % Total 100.00%									

- 4. Select the next individual to be added and repeat Steps 2 3.
- 5. Select Save when finished.

When a sale is made to a Split Bill Tank, the breakdown and pricing of each customer will display on the *Enter Sales* screen. This can be edited at the time of sale. Select **Splits** to enter *Modify* mode.

Ticket Date	07/10/25 Ticket # 22			Balance	\$3,178.37 30 DAY	rs		
Customer #	100006 Q ALLISON, JENNY				8855 SHOWME DRIVE			
Tank Serial #	UNKNOWN 0.00 No Contract							
Tank Name	House P PROPANE				AVON, IN 46123			
Split Bill?	Ves Splits				COMMERCIAL			
Department	1001 COMMERCIAL PROPANE				JULIAN			
Discount Code	1 Q .03 if paid in 10 days				Customer # Name 10084 HENT SAM	Contract #	Split % Pi	100
Trans Code	0				100006 ALLISON, JENNY		50.00 2.0	000
Reference	COMMERCIAL PROPANE							
Driver #	• Q							
Truck #	• Q							
Lbs. of Gas	0.00 PO Number							
Gals Delivered	0.00 End % 0 Calculated Start 0%							
Quantity Parts	0.00							
Unit Price	2.0000 Line Amount \$0.00							
Other Items in thi	e lournal							
Date	Customer# Tick	t Tr Dept Gallons	Qty Parts	Unit Price To	otal Amount			
00/00/00	0	0 0 0.00	0.00	0.000	\$0.00	1	New Ticke	t
						A	nother Ite	m
Other Items in thi Date 00/04/0	2 costog a Journal Costone # Tick 9	rt <u>Tr. Dept Callers</u> 0 0 0 0 000	Qey Parta 0.00	Unit Price T 0 000	otal Amount So 00	1 A	Ne	w Ticke ther <u>I</u> ter

A split bill journal will display.

Example: