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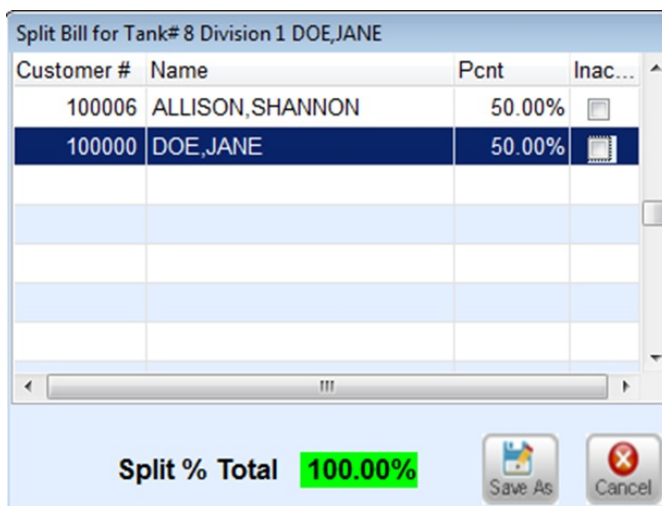
The information in Split Bills is to be maintained in the primary tank holder's *Maintenance* screen.

1. Select **Split Bills**.
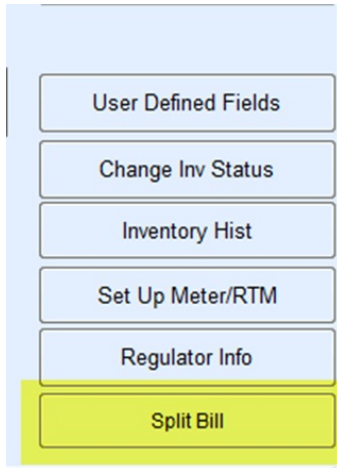
2. Enter the primary tank holder's account number and press **Tab**.

3. Enter the *Pcnt*.

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.

A split bill journal will display as follows:

Transaction code 14 will appear indicating the full amount of gallons applied to the tank at zero (0.00) dollars. This line will also indicate that it is a Split sale in the Ticket number column.

Transaction Code 13 will display for each member. Trans code 13 will split out the amount of gallons for each member along with tank holder pricing. If pricing is modified at the time of the sale, the new dollar amounts will display.

If the customer has a contract on file, it will display transaction code 15 to apply the contract and receive contract pricing. In the event of a contract overage, an additional transaction code 13 will apply for the gallons that exceed what is remaining.