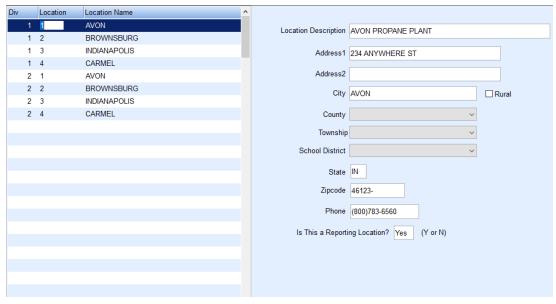
Tank Location Setup

Last Modified on 11/25/2025 11:03 am EST

Tank Locations are used to track the location with which the tank is associated. The Tank Location is tied to the tank on the *Tank Information* window.



If your state taxes by point of origin, select the County, Township, and School Codes that apply.

- 1. On the Tank Location Maintenance window at Main Menu / Supervisor Menu / Maintenance Menu / Maintenance Tables / Tank Location, select Create to enter a new tank location. Optionally select a Tank Location to make any necessary changes.
- 2. Enter the Div for the Tank Location.
- 3. In the Location field, enter a unique identifier. This can be up to four numeric characters.
- 4. Enter the Location Name.
- 5. Enter a Location Description.
- 6. In the Address1 and Address2 fields, enter the address.
- 7. Indicate the City, State, Zipcode, and Phone number.
 - a. If your state taxes by point of origin, select the County, Township, and School District that apply.
- 8. In the *Is This a Reporting Location*? field, enter Y if this location will be used for reporting purposes. Otherwise enter N.
- 9. Choose Save.