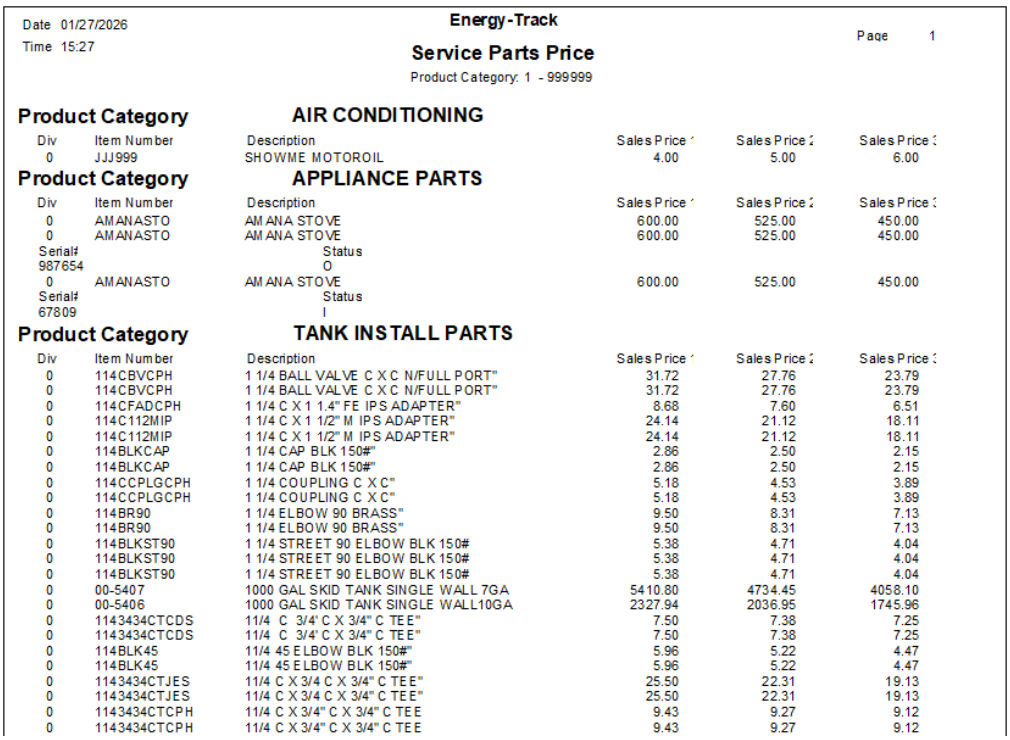
# Report Menu

Last Modified on 01/27/2026 4:35 pm EST

From the EnergyService menu, select **Reports**.

## Service Parts Price

This report is designed to show items by product category and display pricing per Division and sales markup. This report can be sent to *Video*, *Printer*, or *ASCII*/Excel format.



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**Service Parts Price**

Product Category: 1 - 999999

**Product Category** AIR CONDITIONING

| Div | Item Number | Description | Sales Price 1 | Sales Price 2 | Sales Price 3 |
|---|---|---|---|---|---|
| 0 | JJJ999 | SHOWME MOTOROIL | 4.00 | 5.00 | 6.00 |

**Product Category** APPLIANCE PARTS

| Div | Item Number | Description | Sales Price 1 | Sales Price 2 | Sales Price 3 |
|---|---|---|---|---|---|
| 0 | AMANASTO | AMANA STOVE | 600.00 | 525.00 | 450.00 |
| 0 | AMANASTO | AMANA STOVE | 600.00 | 525.00 | 450.00 |
| Serial# | | Status | | | |
| 987654 | | O | | | |
| 0 | AMANASTO | AMANA STOVE | 600.00 | 525.00 | 450.00 |
| Serial# | | Status | | | |
| 67809 | | I | | | |

**Product Category** TANK INSTALL PARTS

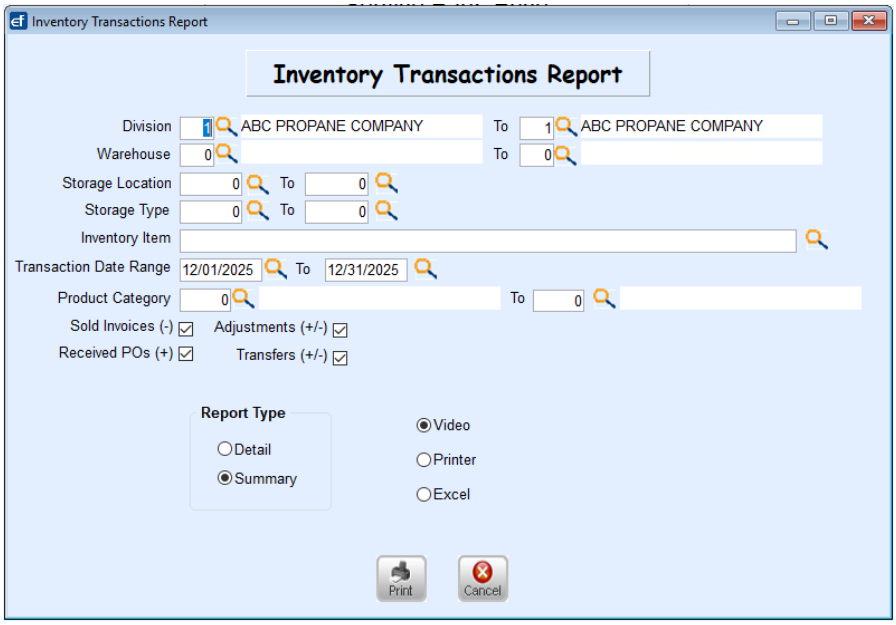
| Div | Item Number | Description | Sales Price 1 | Sales Price 2 | Sales Price 3 |
|---|---|---|---|---|---|
| 0 | 114CBVCPH | 1 1/4 BALL VALVE C X C N/FULL PORT" | 31.72 | 27.76 | 23.79 |
| 0 | 114CBVCPH | 1 1/4 BALL VALVE C X C N/FULL PORT" | 31.72 | 27.76 | 23.79 |
| 0 | 114CFADCPH | 1 1/4 C X 1 1.4" FE IPS ADAPTER" | 8.68 | 7.60 | 6.51 |
| 0 | 114C112MIP | 1 1/4 C X 1 1/2" M IPS ADAPTER" | 24.14 | 21.12 | 18.11 |
| 0 | 114C112MIP | 1 1/4 C X 1 1/2" M IPS ADAPTER" | 24.14 | 21.12 | 18.11 |
| 0 | 114BLKCAP | 1 1/4 CAP BLK 150#" | 2.86 | 2.50 | 2.15 |
| 0 | 114BLKCAP | 1 1/4 CAP BLK 150#" | 2.86 | 2.50 | 2.15 |
| 0 | 114CCPLGCPH | 1 1/4 COUPLING C X C" | 5.18 | 4.53 | 3.89 |
| 0 | 114CCPLGCPH | 1 1/4 COUPLING C X C" | 5.18 | 4.53 | 3.89 |
| 0 | 114BR90 | 1 1/4 ELBOW 90 BRASS" | 9.50 | 8.31 | 7.13 |
| 0 | 114BR90 | 1 1/4 ELBOW 90 BRASS" | 9.50 | 8.31 | 7.13 |
| 0 | 114BLKST90 | 1 1/4 STREET 90 ELBOW BLK 150# | 5.38 | 4.71 | 4.04 |
| 0 | 114BLKST90 | 1 1/4 STREET 90 ELBOW BLK 150# | 5.38 | 4.71 | 4.04 |
| 0 | 114BLKST90 | 1 1/4 STREET 90 ELBOW BLK 150# | 5.38 | 4.71 | 4.04 |
| 0 | 00-5407 | 1000 GAL SKID TANK SINGLE WALL 7GA | 5410.80 | 4734.45 | 4058.10 |
| 0 | 00-5406 | 1000 GAL SKID TANK SINGLE WALL10GA | 2327.94 | 2036.95 | 1745.96 |
| 0 | 1143434CTCDS | 11/4 C 3/4" C X 3/4" C TEE" | 7.50 | 7.38 | 7.25 |
| 0 | 1143434CTCDS | 11/4 C 3/4" C X 3/4" C TEE" | 7.50 | 7.38 | 7.25 |
| 0 | 114BLK45 | 11/4 45 ELBOW BLK 150#" | 5.96 | 5.22 | 4.47 |
| 0 | 114BLK45 | 11/4 45 ELBOW BLK 150#" | 5.96 | 5.22 | 4.47 |
| 0 | 1143434CTJES | 11/4 C X 3/4 C X 3/4" C TEE" | 25.50 | 22.31 | 19.13 |
| 0 | 1143434CTJES | 11/4 C X 3/4 C X 3/4" C TEE" | 25.50 | 22.31 | 19.13 |
| 0 | 1143434CTCPH | 11/4 C X 3/4" C X 3/4" C TEE | 9.43 | 9.27 | 9.12 |
| 0 | 1143434CTCPH | 11/4 C X 3/4" C X 3/4" C TEE | 9.43 | 9.27 | 9.12 |

## Generate Monthly Inventory

This report displays the monthly inventory based on month and year. This report should only be run once inventory has been balanced.

## Inventory Transactions

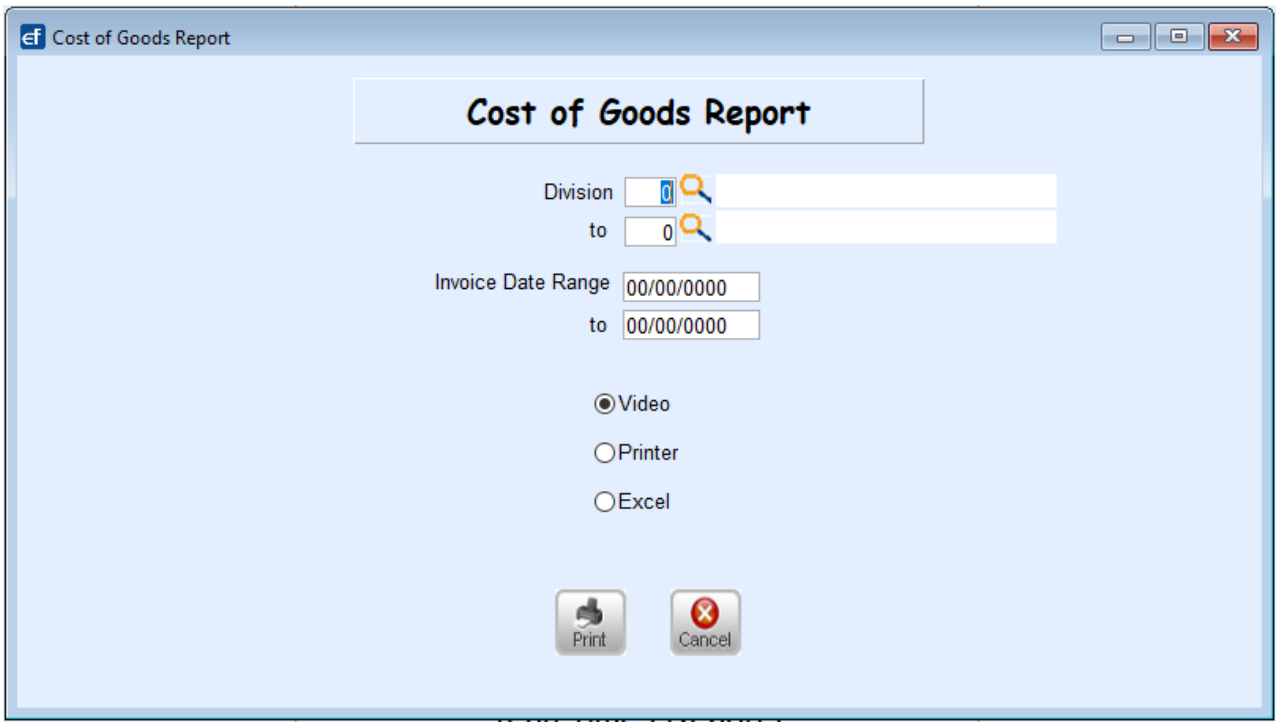
This report can be processed based on several different parameters such as Inventory item numbers, Storage Locations, etc.

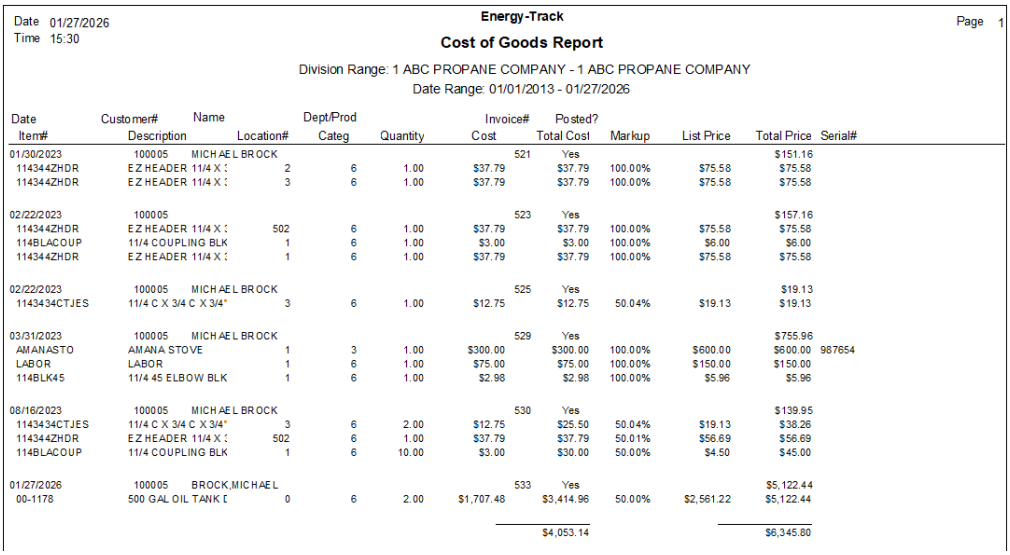



Enter the parameters, *Report Type* and whether to display in *Video* mode, send to *Printer*, or *Excel*.

# Cost of Goods

This report displays the *Cost*, *Markup*, *List Price*, and *Total Price* of items sold to customers. This report can be sent to *Video*, *Printer*, or *Excel*.





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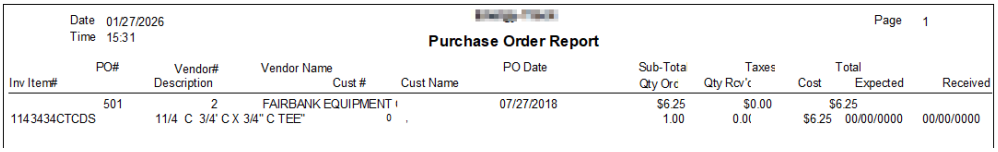
**Cost of Goods Report**

Division Range: 1 ABC PROPANE COMPANY - 1 ABC PROPANE COMPANY
Date Range: 01/01/2013 - 01/27/2026

| Date / Item# | Customer# / Description | Name | Location# | Dept/Prod Categ | Quantity | Cost | Invoice# / Total Cost | Posted? | Markup | List Price | Total Price | Serial# |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 01/30/2023 | 100005 | MICHAEL BROCK | | | | | 521 | Yes | | | $151.16 | |
| 114344ZHDR | EZ HEADER 11/4 X | | 2 | 6 | 1.00 | $37.79 | $37.79 | | 100.00% | $75.58 | $75.58 | |
| 114344ZHDR | EZ HEADER 11/4 X | | 3 | 6 | 1.00 | $37.79 | $37.79 | | 100.00% | $75.58 | $75.58 | |
| 02/22/2023 | 100005 | | | | | | 523 | Yes | | | $157.16 | |
| 114344ZHDR | EZ HEADER 11/4 X | | 502 | 6 | 1.00 | $37.79 | $37.79 | | 100.00% | $75.58 | $75.58 | |
| 114BLACOUP | 11/4 COUPLING BLK | | 1 | 6 | 1.00 | $3.00 | $3.00 | | 100.00% | $6.00 | $6.00 | |
| 114344ZHDR | EZ HEADER 11/4 X | | 1 | 6 | 1.00 | $37.79 | $37.79 | | 100.00% | $75.58 | $75.58 | |
| 02/22/2023 | 100005 | MICHAEL BROCK | | | | | 525 | Yes | | | $19.13 | |
| 1143434CTJES | 11/4 C X 3/4 C X 3/4" | | 3 | 6 | 1.00 | $12.75 | $12.75 | | 50.04% | $19.13 | $19.13 | |
| 03/31/2023 | 100005 | MICHAEL BROCK | | | | | 529 | Yes | | | $755.96 | |
| AMANASTO | AMANA STOVE | | 1 | 3 | 1.00 | $300.00 | $300.00 | | 100.00% | $600.00 | $600.00 | 987654 |
| LABOR | LABOR | | 1 | 6 | 1.00 | $75.00 | $75.00 | | 100.00% | $150.00 | $150.00 | |
| 114BLK45 | 11/4 45 ELBOW BLK | | 1 | 6 | 1.00 | $2.98 | $2.98 | | 100.00% | $5.96 | $5.96 | |
| 08/16/2023 | 100005 | MICHAEL BROCK | | | | | 530 | Yes | | | $139.95 | |
| 1143434CTJES | 11/4 C X 3/4 C X 3/4" | | 3 | 6 | 2.00 | $12.75 | $25.50 | | 50.04% | $19.13 | $38.26 | |
| 114344ZHDR | EZ HEADER 11/4 X | | 502 | 6 | 1.00 | $37.79 | $37.79 | | 50.01% | $56.69 | $56.69 | |
| 114BLACOUP | 11/4 COUPLING BLK | | 1 | 6 | 10.00 | $3.00 | $30.00 | | 50.00% | $4.50 | $45.00 | |
| 01/27/2026 | 100005 | BROCK,MICHAEL | | | | | 533 | Yes | | | $5,122.44 | |
| 00-1178 | 500 GAL OIL TANK [ | | 0 | 6 | 2.00 | $1,707.48 | $3,414.96 | | 50.00% | $2,561.22 | $5,122.44 | |
| | | | | | | | $4,053.14 | | | | $6,345.80 | |

# Purchase Orders

This report can be run by *Vendor*, *Item Number*, or *Purchase Order Date* and can be viewed as *Video*, *Excel*, or sent to *Printer*.



Date 01/27/2026
Time 15:31

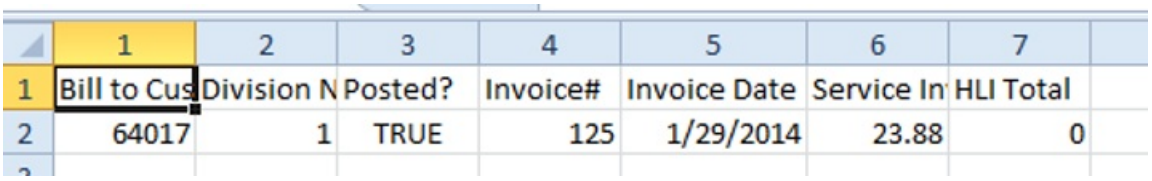
Page 1

**Purchase Order Report**

| Inv Item# | PO# / Description | Vendor# | Vendor Name / Cust # | Cust Name | PO Date | Sub-Tota / Qty Orc | Taxes / Qty Rcv'c | Total / Cost | Expected | Received |
|---|---|---|---|---|---|---|---|---|---|---|
| | 501 | 2 | FAIRBANK EQUIPMENT | | 07/27/2018 | $6.25 | $0.00 | $6.25 | | |
| 1143434CTCDS | 11/4 C 3/4' C X 3/4" C TEE" | | 0 | , | | 1.00 | 0.0( | $6.25 | 00/00/0000 | 00/00/0000 |

# Service Invoices vs HistItem

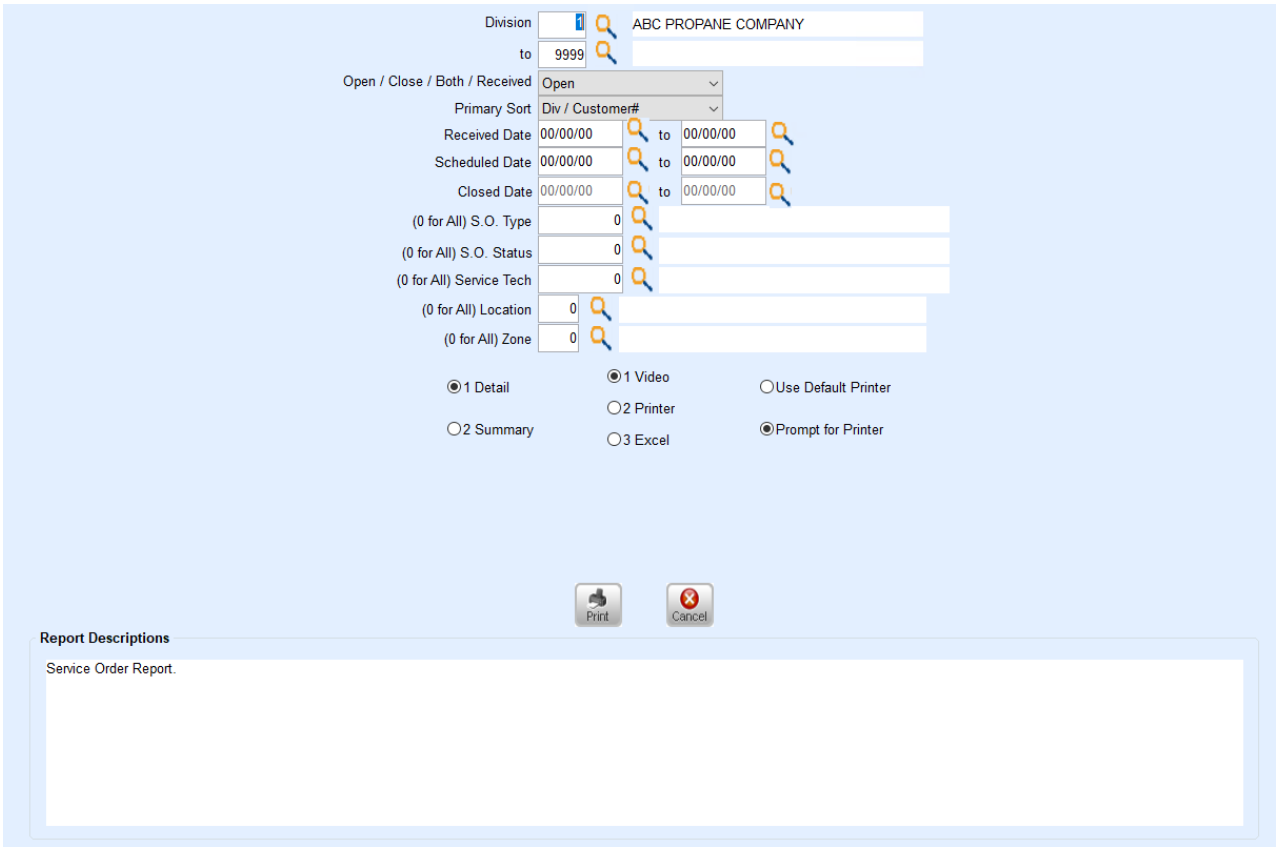
This report displays any discrepancies of service invoices that have been posted compared to the customer's history. In the example below, the Invoice posted to service to update inventory but did not post to the customer's account and should be investigated further.



| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
|---|---|---|---|---|---|---|---|
| 1 | Bill to Cus | Division N | Posted? | Invoice# | Invoice Date | Service In | HLI Total |
| 2 | 64017 | 1 | TRUE | 125 | 1/29/2014 | 23.88 | 0 |

# Service Order Reports

Information pertaining to Service Orders and Technicians displays.


Division
1
ABC PROPANE COMPANY
to
9999
Open / Close / Both / Received
Open
Primary Sort
Div / Customer#
Received Date
00/00/00
to
00/00/00
Scheduled Date
00/00/00
to
00/00/00
Closed Date
00/00/00
to
00/00/00
(0 for All) S.O. Type
0
(0 for All) S.O. Status
0
(0 for All) Service Tech
0
(0 for All) Location
0
(0 for All) Zone
0
1 Detail
2 Summary
1 Video
2 Printer
3 Excel
Use Default Printer
Prompt for Printer
Print
Cancel
Report Descriptions
Service Order Report.