

Driver Steps EnergyTrack Pump Out

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Once the pump out products have been set up in Energy Force, and the truck computers have been communicated to receive the product, the driver needs to perform the following steps to complete the pump out process:

1. Select the *Customer* and *Tank* as usual.
2. Choose **Deliver**.
3. Perform the pump out of the customer tank.
4. Once at the *Invoice* screen, select **Choose**.

The screenshot shows the 'Invoice' screen in EnergyTrack. The top section contains customer information: Customer# 100020, LEGROS,JO, Contract# No Contract, Serial# RRN1629, Tank Name House, Tank Size 500.00, and Product 41500 LP GAS-HEATING. A 'Choose' button is highlighted with a red box. Below this is a table with columns: Price, Line Amount, Line Tax, Line Total, Invoice Total, Start%, and End%. The table shows a single line item with Price 1.7500, Line Amount 437.5000, Line Tax 18.38, Line Total 455.8800, Invoice Total \$455.88, Start% 49, and End% 99. Below the table is a list of items with columns: Qty, Unit Price, and Description. The first item is 250.00, 1.7500, LP GAS-HEATING. To the right of the list are buttons: Remove, Add, Remove Tax, Payment, Out Of Gas, Discount, Preview Invoice, and Finalize Invoice.

5. Select the corresponding pump out product.

The screenshot shows the 'Invoice' screen in EnergyTrack. The top section contains customer information: Customer# 100020, LEGROS,JO, Contract# No Contract, Serial# RRN1629, Tank Name House, Tank Size 500.00, and Product 90000 PUMP OUT LP HOME HEAT. A 'Choose' button is highlighted with a red box. Below this is a table with columns: Price, Line Amount, Line Tax, Line Total, Invoice Total, Start%, and End%. The table shows a single line item with Price 0.0000, Line Amount 0.0000, Line Tax 0.00, Line Total 0.0000, Invoice Total \$0.00, Start% 49, and End% 99. Below the table is a list of items with columns: Qty, Unit Price, and Description. The first item is 250.00, 0.0000, PUMP OUT LP HOME HEAT. To the right of the list are buttons: Remove, Add, Remove Tax, Payment, Out Of Gas, Discount, Preview Invoice, and Finalize Invoice.

6. Enter the *Price* per gallon to be credited to the customer for the number of gallons pumped out and the *End %* after the pump out.
7. Select **Finalize Invoice** and proceed as usual with the delivery process.