

# Unscheduled Service Calls - Payments

Last Modified on 06/09/2022 12:54 pm EDT

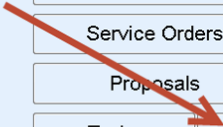
Payments may be applied to customer accounts by selecting **Unscheduled Service Orders** located on the MobileService Main Menu.

## 1. Select Payment.

Credit Limit:	\$1.00
Current:	(918.06)
30 Day:	\$0.00
60 Day:	\$0.00
90 Day:	\$0.00
Total:	(918.06)

Add Comments

Service Orders	Service Locations	
Proposals	Invoices	
Tanks	Payment	Back



## 2. Enter the Amount, choose the Payment Method, and enter a Check / Credit Card Number as applicable.

**Receipt**

Customer: 1	23277	<input type="text"/>
Date / Time:	11/10/13 16:02	Current: \$17.66
Amount:	\$61.91	30 Day: \$10.00
Payment Method:	Check	60 Day: \$34.25
Check / Credit Card Number:	5568	90 Day: \$0.00
Exp Date:	00/00	Total Balance: \$61.91
Card Type:	<input type="text"/>	

Customer Signature:

## 3. Tap in the Customer Signature area and have the customer sign the Invoice. Once signed, tap outside of the Customer Signature area to activate the **Continue** button.

## 4. Choose **Continue** and select the number of receipts to print.