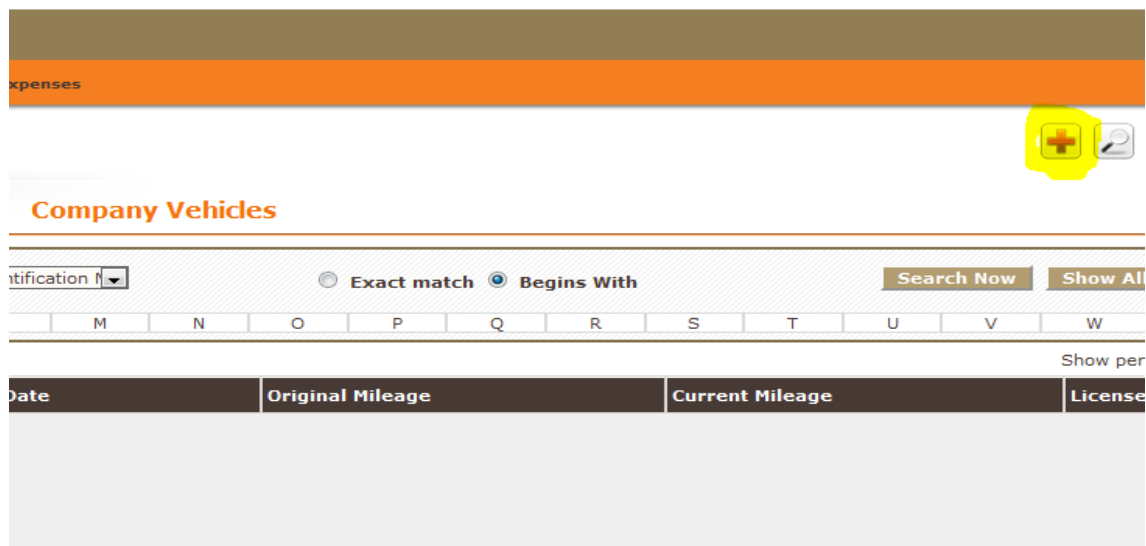


## Deliveries – Company Vehicles & Vehicle Expenses

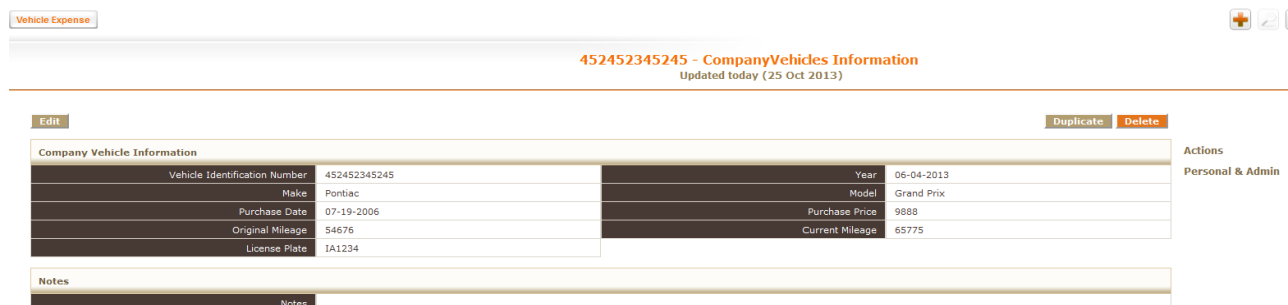
### Company Vehicles

You can access the company vehicles module by going to DELIVERIES > COMPANY VEHICLES.

This module is designed to assist you with managing your fleet of delivery vehicles. This module can be used to store information about your companies vehicles or delivery trucks. You can create vehicle entries by using the orange + button at the top right of the listings page.



Enter the vehicle information:



### Vehicle Expenses

You can access the company vehicles module by going to DELIVERIES > VEHICLE EXPENSES.

## Fuse5 Training Materials

This module is designed to assist you with managing expenses to your fleet of delivery vehicles. This module can be used to store information about expenses to your companies vehicles or delivery trucks. You can create vehicle entries by using the orange + button at the top right of the listings page.

Company Vehicles

Create Vehicle Expense

Save Cancel

Vehicle Expense Information

VIN

Driver

Mileage

Date  (mm-dd-yyyy)

Gas/Oil Information

Gas/Oil Amount: (\$)

Gas/Oil Vendor

Gas/Oil Payment Method 1035 - Checking account - Comm Bank

Maintenance/Repair Information

Maintenance Amount: (\$)

Maintenance Vendor

Maint. Payment Method 1035 - Checking account - Comm Bank

Save Cancel

VIN – enter the vehicles Vehicle Identification Number.

Driver – enter the user that drives the vehicle

Mileage – enter the mileage the day the expense was created.

Gas/Oil Amount – enter the \$ amount for the gas or oil

Gas/Oil Vendor – enter the vendor that you owe / paid for the gas or oil.

Gas/Oil Payment Method – choose the chart of account the payment should be directed to.

Maintenance / Repair Information – enter the \$ amount for the repair.

Maintenance Vendor – enter the vendor that you owe / paid for the repair.

Maint. Payment Method – choose the chart of account the payment should be directed to.

This module can be used to track your vehicles and expenses related to those vehicles.