

Add A Customer Card

The screenshot shows a software window titled "Cardlock File Maintenance" with a "Customer Card" tab. The form contains the following fields and values:

Card Number	7789336		
Customer Number	NEWCO	Newco Limited	
Alpha Sort	STETSON	Card Holder	BILLY STETSON
Status	A	Special Price	Y
Transaction Type		Invoice Type	
Bill Code	M	Ship to Address	Not Found
Ship To		Subtotal Type	
Expiration Date	/ /	Terms	NET 30
Customer Link		Price Code	
Pin Number	8959	Report Code	X
Vehicle			

At the bottom of the form, there is a row of buttons: Edit, New, Next, Prev, Delete, Tax, and Exit.

Cards are entered and assigned a customer id.

1. Billing codes can be assigned for Cycle Billing (M=Monthly W=Weekly, etc.)
2. The Tran Type field can mark a card as no bill, cash sale, or intercompany.
3. Total type tells the computer how to subtotal the report, V=Vehicle C=Card.

Cardlock Product File

The screenshot shows a software window titled "Cardlock Product File Maintenance". It contains several input fields and buttons. On the left, there are fields for Site Number (4876), Pump Number (0), Grade Code (4), Inventory Location (5), Inventory Item (UNL), Tank Number (UNL), Grade Description (UNLEADED), and Posted Ex/Gal (0.00000). On the right, there is a "Product Lookup" button and a list of "Cardlock Location" options: UNLEADED GASOLINE and UNLEADED RFG 87 OCT. Below the list is a "Tax Type" field set to "GAS". At the bottom, there is a row of buttons: Edit, New, Next, Prev, Delete, and Exit.

- **Cardlock transactions contain a pump code and a product code, these are cross referenced to your internal inventory codes and tank codes.**
- **The prices that are posted at the pumps can be entered in the system so that prices are automatically calculated by date and time.**
- **Some cardlock systems send the posted prices automatically and this step is eliminated.**

Petro-Data Demo *** Cardlock Special Prices ***

1	Cust No.	ACME	
2	Location	2	UNLEADED GASOLINE
3	Fuel Item	UNL	
4	Price Type	D	
5	Amount	0.030000	
6	Ex/Gallon	0.000000	

Vendor	VALERO
Terminal	FW
Fuel Tax	0.38400

Enter field number to change D = Delete C = Continue
F = Forward to next record B = Backwards to next record C

Figure C4. Cardlock Special Prices for Customer. Markup from Rack.

Some customers may get special prices which override the regular posted prices.

- Fleet customers may demand a markup from Opus or a particular rack.
- You can markup from rack, markdown from posted price and even markup from posted price.
- Automatic calculation of special prices makes it feasible to bid on large fleet contracts and easily handle the accounting in the back office.

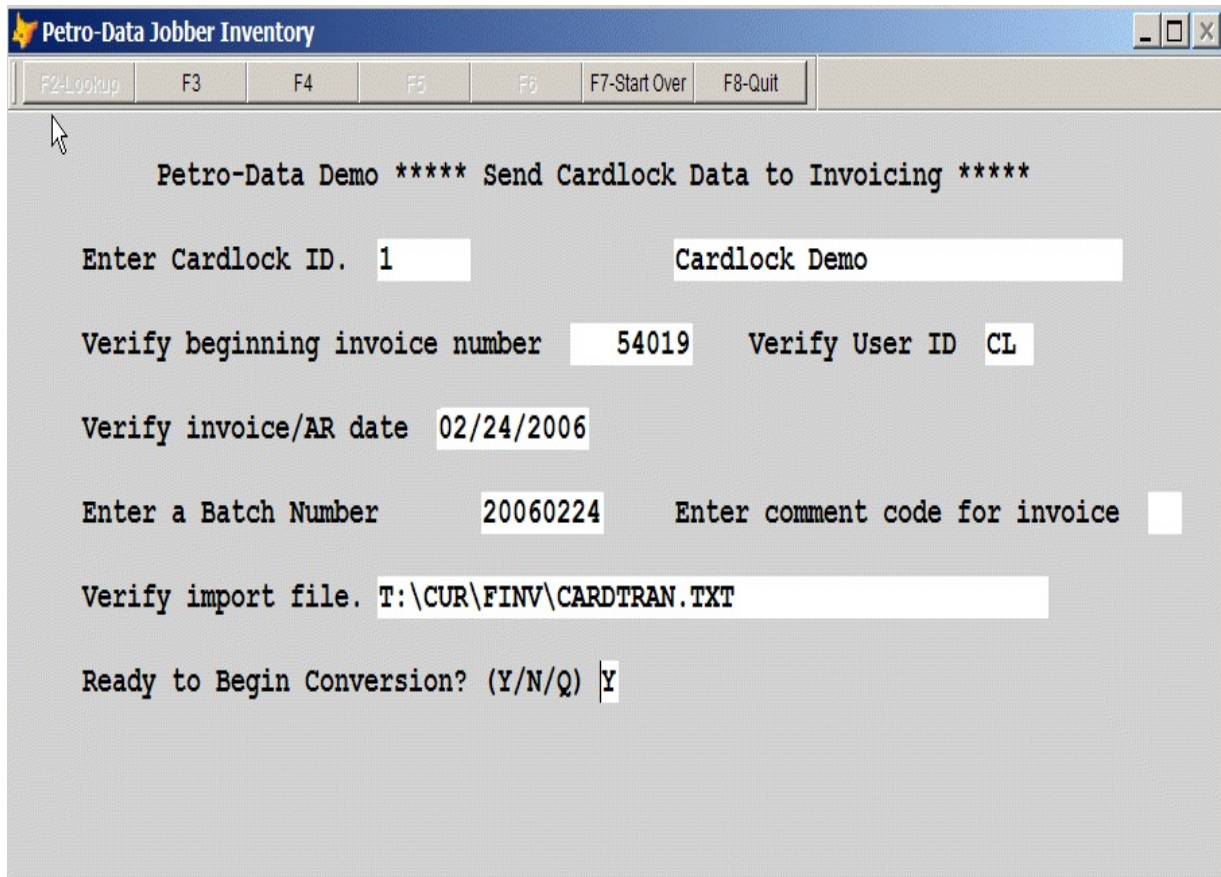


Figure C5. Import Cardlock Transactions.

- **Cardlock Transactions are sent you your computer by the cardlock machine.**
- **Transactions are imported into the Petro-Data cardlock system thus eliminating manual entry.**
- **Customer numbers are assigned to each transaction and prices are calculated.**
- **See figure C6 below for the next step.**

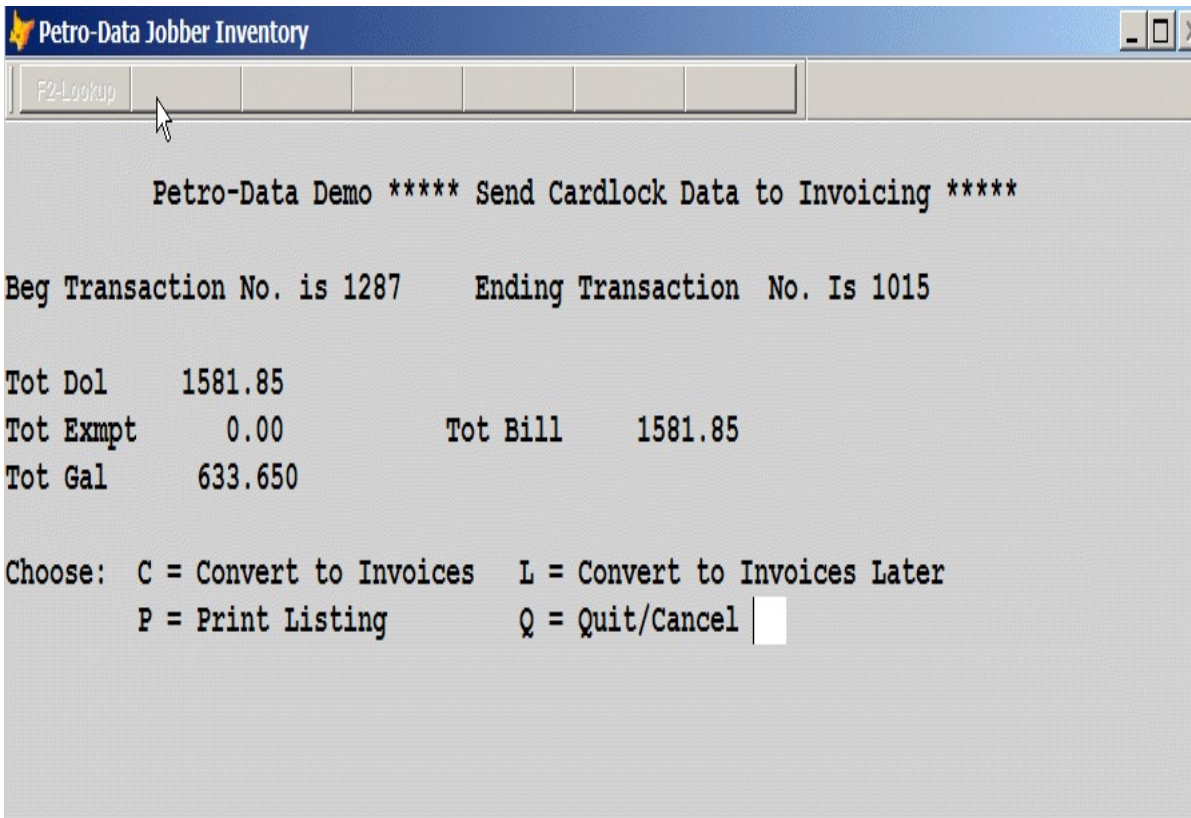


Figure C6. Verify Cardlock Import Totals.

- After the transactions have been imported, balancing totals appear on the screen and you have several options.
- **C - Convert to invoices now.** Invoices can then be updated to the customer account and inventory is relieved.
- **L - Convert later.** Some people import daily and prefer to invoice only once a week or even once a month.
- **P - Print Listing.** Print a cardlock transaction report (Figure C7) to verify the data.
- **Q - Quit.** Maybe you are missing a card in your card file or you are not happy with the pricing. Enter Q to cancel the operation.

Date: 02/24/2006		Petro-Data Demo				Page No.				
Time: 07:51:08		Cardlock Transaction Listing on 02/24/2006				1				
Tran #	Site	Date	Time	ISO	Type	Card No	Prod	Qty	Price	Amount
1007	4876	01/24/2006	0632		N	7789341	UNL	12.44	2.5590	31.83
1015	4876	01/26/2006	1457		N	7789341	UNL	12.79	2.4990	31.96
1027	4876	01/26/2006	1720		N	7789339	UNL	21.54	2.4990	53.83
1029	4876	01/24/2006	1031		N	7789341	UNL	14.93	2.5590	38.21
1039	4876	01/24/2006	1400		N	7789336	UNL	23.05	2.5590	58.98
1040	4876	01/24/2006	1441		N	7789339	UNL	18.31	2.5590	46.86
1052	4876	01/27/2006	1300		N	7789337	UNL	18.31	2.4990	45.76
1053	4876	01/27/2006	1314		N	7789336	UNL	24.82	2.4990	62.03
1054	4876	01/24/2006	1745		N	7789341	UNL	21.55	2.5590	55.15
1082	4876	01/25/2006	1218		N	7789336	UNL	19.92	2.4990	49.78
1083	4876	01/25/2006	1239		N	7789341	UNL	11.68	2.4990	29.19
1103	4876	01/25/2006	1738		N	7789341	UNL	19.97	2.4990	49.91
1106	4876	01/25/2006	1756		N	7789336	UNL	12.27	2.4990	30.66
1118	4876	01/26/2006	0613		N	7789337	UNL	13.97	2.4990	34.91
1162	4876	01/31/2006	1127		N	7789339	UNL	17.14	2.4990	42.83
1169	4876	01/31/2006	1359		N	7789336	UNL	21.28	2.4990	53.18
1287	4876	01/16/2006	1129		N	7789336	UNL	13.11	2.4490	32.11
1339	4876	01/17/2006	1209		N	7789336	UNL	23.04	2.4490	56.42
1346	4876	01/17/2006	1457		N	7789337	UNL	27.67	2.4490	67.76
1356	4876	01/17/2006	1736		N	7789337	UNL	12.51	2.4490	30.64
1368	4876	01/18/2006	0646		N	7789341	UNL	25.45	2.4490	62.33
1386	4876	01/18/2006	1207		N	7789339	UNL	14.03	2.4490	34.36
1390	4876	01/18/2006	1304		N	7789336	UNL	25.59	2.4490	62.67
1401	4876	01/18/2006	1709		N	7789341	UNL	29.14	2.4490	71.36
1415	4876	01/19/2006	0604		N	7789337	UNL	14.07	2.4490	34.46
1437	4876	01/19/2006	1145		N	7789336	UNL	21.80	2.4990	54.48
1441	4876	01/19/2006	1436		N	7789339	UNL	12.51	2.4990	31.26
1457	4876	01/19/2006	1640		N	7789341	UNL	30.00	2.4990	74.97
1466	4876	01/20/2006	0644		N	7789337	UNL	24.18	2.4990	60.43
1484	4876	01/20/2006	0933		N	7789339	UNL	13.44	2.4990	33.59
1497	4876	01/20/2006	1554		N	7789336	UNL	12.50	2.4990	31.24
1545	4876	01/23/2006	0734		N	7789336	UNL	14.92	2.4990	37.29
1560	4876	01/23/2006	1147		N	7789341	UNL	16.85	2.5590	43.12
1566	4876	01/23/2006	1522		N	7789336	UNL	18.87	2.5590	48.29
Subtotal for site 4876		Transactions:				34		633.65		1581.85
# of transactions		34						633.65		1581.85
Total for ISO not equal to CFN								0.00		0.00

Figure C7. Cardlock Transaction Listing During Import

- **The cardlock transaction report can be printed or displayed to verify the transactions before finalizing them.**

Cardlock Fuel Sales Analysis Statement on 02/24/2006

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Statement From:
 PETRO-DATA INC.
 12345 STREET ADDRESS
 SAN ANTONIO, TX 78247
 Phone:210-545-4774

Statement For:
 Larco Enterprises
 234 COMMERCIAL ROAD
 PO BOX 112
 SAFIRE CITY TX 78121

Cust No. LARCO

Card/Veh	Date	Time	Driver	Odom	Product	Gallons	Price	Amount
7789339	01/18/2006	12:07	PAUL	0	UNL	14.03	2.4490	34.36
7789339	01/19/2006	14:36	PAUL	0	UNL	12.51	2.4990	31.26
7789339	01/20/2006	09:33	PAUL	0	UNL	13.44	2.4990	33.59
7789339	01/24/2006	14:41	PAUL	0	UNL	18.31	2.5590	46.86
7789339	01/26/2006	17:20	PAUL	0	UNL	21.54	2.4990	53.83
7789339	01/31/2006	11:27	PAUL	0	UNL	17.14	2.4990	42.83
Subtotal for card no 7789339 PAUL						96.97		242.73
7789341	01/18/2006	06:46	BOBBY	0	UNL	25.45	2.4490	62.33
7789341	01/18/2006	17:09	BOBBY	0	UNL	29.14	2.4490	71.36
7789341	01/19/2006	16:40	BOBBY	0	UNL	30.00	2.4990	74.97
7789341	01/23/2006	11:47	BOBBY	0	UNL	16.85	2.5590	43.12
7789341	01/24/2006	06:32	BOBBY	0	UNL	12.44	2.5590	31.83
7789341	01/24/2006	10:31	BOBBY	0	UNL	14.93	2.5590	38.21
7789341	01/24/2006	17:45	BOBBY	0	UNL	21.55	2.5590	55.15
7789341	01/25/2006	12:39	BOBBY	0	UNL	11.68	2.4990	29.19
7789341	01/25/2006	17:38	BOBBY	0	UNL	19.97	2.4990	49.91
7789341	01/26/2006	14:57	BOBBY	0	UNL	12.79	2.4990	31.96
Subtotal for card no 7789341 BOBBY						194.80		488.03
Total for Customer LARCO Larco Enterprises						291.77		730.76

Fig C8. Cardlock Statement for a Customer.

- **The Cardlock Statement can be printed at any time but is typically sent to the customer at the end of the month.**
- **Every transaction is printed in detail.**
- **There are variety of options including range of dates, current or history, and the option to print odometer/mpg. Please let us know if you have special needs in this regard.**