Contract Periods - Renew Contract Period

🛗 Wed, Jan 17, 2024 🛛 🖿 Contract Actions

1. This allows the User to renew a contract by creating a new period using all the existing details from the last period, starting on a day specified by the User. Whereas Add Contract Period allows the User to add a new contract period from scratch without copying any details.

From the Contract Periods screen, click on the Renew/Copy button:

Contract Contract fo	r Dr Explai	n								
Linked SRA Details	;									
SRA	Name	SRA for Dr Explain			SRA Unique Refer	erence 797				
SRA Description SRA for Dr Explain				SRA Reso	ource	AMK Maintenance Ltd				
Contract Details									Cancel C	ontract
	Name	Contract for Dr Explain				Code	797/1			
Description Contract for Dr Explain				S	Status	Active				
Contract Periods			Dr Explain SRA Unique Reference 797 Dr Explain SRA Resource AMK Maintenance Ltd Cancel Contract for Dr Explain Code 797/1 for Dr Explain Status Active Contract Value Contract Type Cancellation Period Signed Status 60.00 Pay As You Go PPM - Parts Payable Active Close							
Start Date	Finish Dat	te	Contract Value	Contract Type		Cancella		ation Period Signed		
09/04/2013	08/04/201	.4	£0.00	Pay As You Go	PPM - Parts Payable				Active	
									C	lose

2. The options are then presented as follows:

Add Contract Period	
Renew From End	• 🕜
Renew During	00
Renew After	0
Start Date	01 September 2018 🗨
	OK Cancel

Renew From End - This is the standard renewal process and will create the next period of the Contract based on the end date of the current period. The start date of the new period will be one day after the end date of the old contract period

Renew During - This allows the user to renew a contract in the middle of the existing period. The new contract period will start before the old contract period has finished. The old contract period will be shortened which may affect Work Orders. PPM visit dates will be reset for all PPM tasks where dynamic dates is either not supported or off

Renew After - This allows the user to renew the contract after the normal renewal date. The new contract period will start after the old contract period has finished. This means there can be a gap between when a contract is available. PPM visit dates will be reset for all PPM tasks where dynamic dates is either not supported or off

3. Making the selection and clicking 'OK' will Renew/Copy the contract and set it to a status of Pending. Clicking 'Cancel' will take the User to the previous screen.

Contract Contract	for Dr Explai	n								
Linked SRA Deta	ails									
S	RA Name	SRA for	Dr Explain		SRA Unique Reference		797			
SRA Description SRA for Dr E			Dr Explain	SRA Resource			AMK Maintenance Ltd			
Contract Details Cancel Contract										ract
	Name	Contract for Dr Explain				Code 797/1				
Description		Contra	ct for Dr Explain		S	Status	Active			
Contract Periods Add View Renew / Copy Delete									elete	
Start Date	Finish Da	te	Contract Value	Contract Type		Cancell	ation Period	Signed	Status	
09/04/2013	08/04/20	14	£0.00	Pay As You Go PPM - Parts Payab					Active	
09/04/2014	08/04/202	15	£0.00	Pay As You Go PPM - Parts Payabl					Pending	
									Close	2

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