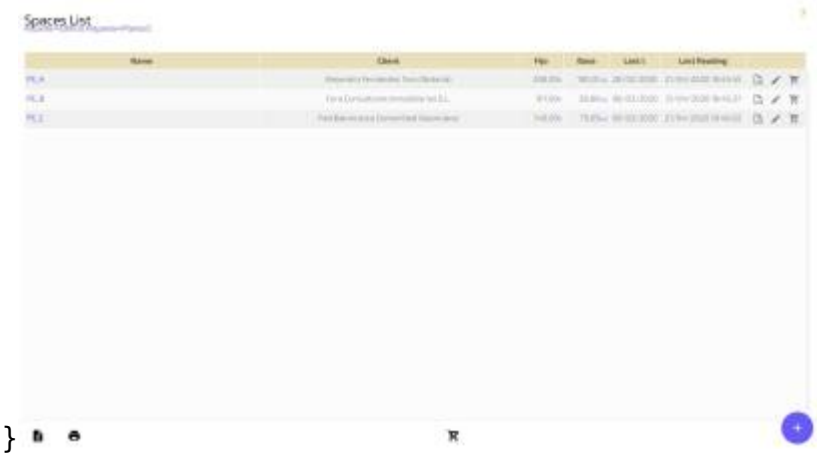
Spaces List

Once selected in the Árbol de Localizaciones the estancia that we want to view, the list of estancias associated with clients.

In each estancia] we can see:

1. Name: name of the premises given by the user.
2. Client: it indicates to which client that place is associated.
3. Fixed: Fixed cost associated with a estancia according to the criteria assigned by the user.
4. Base: The computational base for the calculation coefficient of the distribution of common expenses. This computer base is manually entered by the user in the customer file.
5. Last Invoice: Issue date of the last invoice made to the customer.
6. Last Reading: Date of the last reading made on the installed measurement equipment.



}

For each estancia we can select the icons of:

A drop-down menu opens where you can view the data from the Stay File.

A drop-down menu opens where you can edit the data on the Stay File.

A drop-down menu opens where you select the billing period and issue the invoice for that specific location.

And from the general menu we can select the following submenus:

From here we can obtain a list of all the rooms currently being displayed in .xls data table format.

Selecting this icon we can obtain a configurable report.

This selection allows us to make personalized invoices by periods and grouping of clients.

Finally from the icon  we can add a new Stay File

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