

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.



Name	Client	Price	Base	Last I.	Last Reading
PLA	Residencia Privada - San Sebastian	100.00€	100.00€	20/02/2020	21/02/2020 04:45:45
PLB	Finca Comunitaria - San Sebastian	0.00€	0.00€	00/01/2020	00/01/2020 00:00:00
PLC	Finca Comunitaria - San Sebastian	100.00€	100.00€	00/01/2020	00/01/2020 00:00:00

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

From:

<http://doc.caixadesoft.es/> - **Documentación**

Permanent link:

http://doc.caixadesoft.es/doku.php?id=en:g002:rom_list

Last update: **21/04/2020 18:03**

