

USER MANUAL TRASH BAG CONTRACT

The **Trash Bag Contract** page lets you create, manage, and track customer contracts for trash bag services, including order details, billing cycles, and service status.

Trash Bag Contract

Trash Bag Contract

All Status ▾ | Date Start | Date End | e.g order code, customer name or grand tot |

Code ▾	Project Name ▾	Company ▾	Customer ▾	Created at ▾	Total Orders	Balance	Subtotal	Contract Status ▾	Status ▾
EBNZ-CTB7MXJLC <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Tamika Gittus	-	Tamika Gittus	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
EBNZ-FKFCVRMBRJ <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Morris Malone	-	Morris Malone	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
EBNZ-OSPH7HTUD <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Darren Darmania	-	Darren Darmania	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
EBNZ-IB4ODEATUF <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Rod Prince	-	Rod Prince Transport	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
EBNZ-G0IGVB7PNO <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Emma Philpot	-	Emma Philpot	29 July 2025	0	\$0.00	\$40.00	Accepted	Active
EBNZ-RCBY8HVZBX <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	M Crane	-	M Crane	29 July 2025	0	\$0.00	\$40.00	Accepted	Active

Here's the list version for the **Trash Bag Contract** page:

- **Create or Import Contracts:** Use the buttons to create a new contract or import existing ones.
- **Filter Options:** Filter contracts by status, date range, or customer/order details.
- **Contract Information:** View details such as project name, company, customer, created date, total orders, balance, subtotal, and status.
- **Contract Actions:** Use the three-dot menu to edit or cancel a contract.

Accepted

Pending

Declined

Contracts are grouped into **Accepted**, **Pending**, and **Declined**. Each status shows on its own page with the same layout but different functions.

Add New Trash Bag Contract

Trash Bag Contract

Import Trash Bag Contract New Trash Bag Contract

All Status Date Start Date End e.g. order code, customer name or grand to Filter

Code	Project Name	Company	Customer	Created at	Total Orders	Balance	Subtotal	Contract Status	Status
EBNZ-CTB7MXFJLC <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Tamika Gittus	-	Tamika Gittus	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
									(Seen : 0)
EBNZ-FKFCVRMBRJ <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Morris Malone	-	Morris Malone	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
									(Seen : 0)
EBNZ-OSPHH7HTUD <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Darren Darmania	-	Darren Darmania	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
									(Seen : 0)
EBNZ-IB4ODEATUF <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Rod Prince	-	Rod Prince Transport	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
									(Seen : 0)
EBNZ-G0I6VB7PND <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Emma Philpot	-	Emma Philpot	29 July 2025	0	\$0.00	\$40.00	Accepted	Active
									(Seen : 1)
EBNZ-RCBY8HVZBX <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	M Crane	-	M Crane	29 July 2025	0	\$0.00	\$40.00	Accepted	Active
									(Seen : 1)

Trash bag Quote

Customer Lookup

Search (name, email, phone, code)
Click customer to expand

Contract Details

Project Name * PO

Start Date * End Date

Value Created Date
28 Sep 2025

Assigned Date Assigned Account Manager
Assigned Account Manager

Customer Detail

This action enables users to initiate the creation of a new trash bag contract

Add New Trash Bag Contract

Trash Bag Contract

[Import Trash Bag Contract](#) [New Trash Bag Contract](#)

All Status [Filter](#)

Code	Project Name	Company	Customer	Created at	Total Orders	Balance	Subtotal	Contract Status	Status
EBNZ-CTB7MXFJLC <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Tamika Gittus	-	Tamika Gittus	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
EBNZ-PKFCVRMBRJ <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Morris Malone	-	Morris Malone	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
EBNZ-OSPHH7HTUD <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Darren Darmania	-	Darren Darmania	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
EBNZ-IB40DEATUF <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Rod Prince	-	Rod Prince Transport	30 July 2025	5	\$0.00	\$40.00	Accepted	Active
EBNZ-G06VB7PNO <small>sales from JR Skip Bins & Trashpacks by Wayne</small>	Emma Philpot	-	Emma Philpot	29 July 2025	0	\$0.00	\$40.00	Accepted	Active

Import Excel

Pilih file excel

No file chosen

Here's the simple guide for the **Import Excel** window:

- **Download Template:** Click the download icon to get the correct Excel template format.
- **Choose File:** Select the Excel file you want to import from your computer.
- **Import Button:** Click **Import** to upload and process the file.
- **Close Button:** Exit the window without importing.

Users have the ability to download the entire list of rental bin contracts. This feature is particularly useful for record-keeping, reporting, or external sharing purposes.