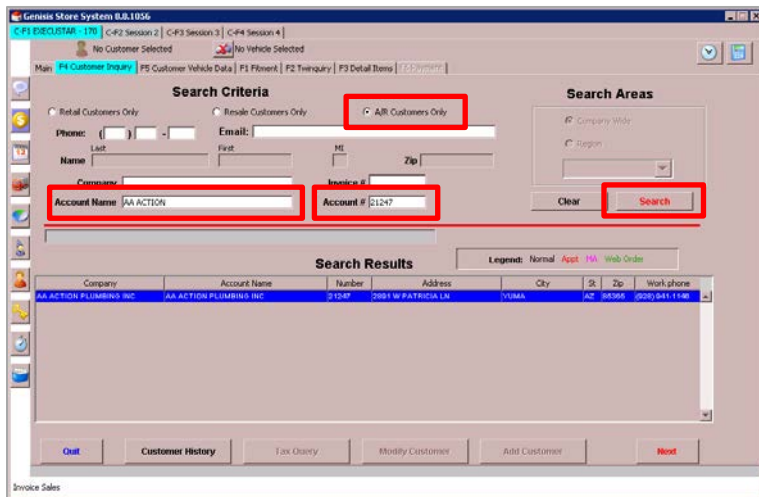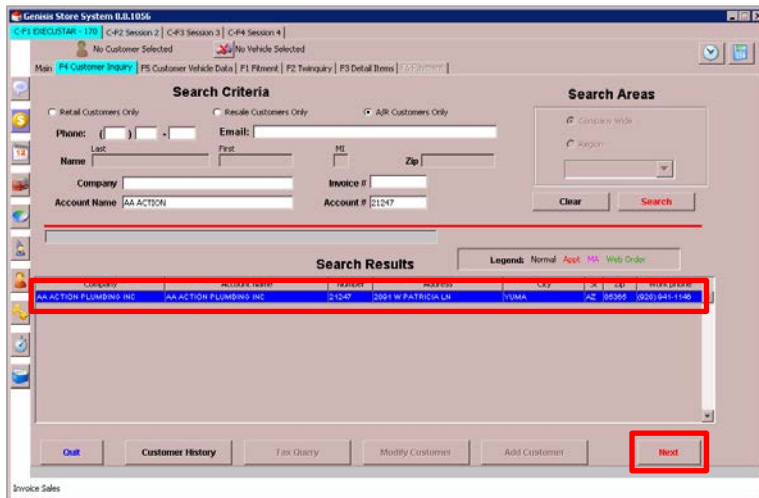# Fleet Rates and Rules in the POS

Introduction   This quick reference guide explains how to properly identify a Fleet customer in the POS, as well as display the customer's rates and rules information without having to call the Discount Tire Fleet department.

Procedure   Follow these steps to identify a Fleet customer and display their rates and rules information.

Step	Action
1	From the **Customer Inquiry** screen, select **A/R Customers Only** and enter either the Account Name (Fleet customer name) or Account # (recommended). Then, click **Search**.
2	Select the Fleet customer and click **Next**.

Continued on next page…

Provided by: Fleet – Mark Marrufo
Designed by: L&D – EM
Page 1 of 2
© 2020 The Reinalt-Thomas Corporation
Published on: 11/13/20 ver 1.0
Updated on: 06/03/22 ver 1.1

…Continued from previous page

3	Click the **Fleet Cust. Rates and Rules** button.
	The Rates and Rules window will open for the selected Fleet customer. This information is integrated into the POS, eliminating the need to call the Fleet department, ultimately saving time and shortening the customer visit. You may also print this information for your convenience.
	If the Fleet customer is also an Auto Integrate customer, the **Repair Order** button will display.

Contact   Call the Fleet department with questions and concerns at 866-895-8032.

Provided by: Fleet – Mark Marrufo
Designed by: L&D – EM

Page 2 of 2
© 2020 The Reinalt-Thomas Corporation

Published on: 11/13/20 ver 1.0
Updated on: 06/03/22 ver 1.1