



Search for a WRNTY/SVC/SUBSCRIPTION — Terms/COND — Criteria

Overview

The Property Accountability module Warranty/Service/Subscription — Terms/Conditions Search Criteria process provides the ability to create, update, and delete warranties, extended warranties, services and subscription information.

Navigation

MAINT/UTIL > WRNTY/SVC/SUBSCRIP > Terms/Conditions > WRNTY/SVC/SUBSCRIPTION — Terms/COND Search Criteria page

Procedures

Search for a WRNTY/SVC/SUBSCRIPTION — Terms/COND

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting at any point of this procedure returns all fields to the default "All" setting. **Bold** numbered steps are required.

- In the Search Criteria box, narrow the results by entering one of the following optional fields.

Search Criteria

<p>*Contract Use Cd <input style="width: 100%;" type="text" value="Select an Item"/></p> <p>CAGE Cd <input style="width: 100%;" type="text"/></p> <p>Contract Nbr <input style="width: 100%;" type="text"/></p> <p>Asset Id <input style="width: 100%;" type="text"/></p>	<p>Serial Nbr <input style="width: 100%;" type="text"/></p> <p>DOD Serial Nbr <input style="width: 100%;" type="text"/></p> <p>UII <input style="width: 100%;" type="text"/></p>
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- Use to select the Contract Use Cd. *The choices for the CAGE Cd depend upon this code.*





2. Select . The **Wrnty/Svc/Subscription – Terms/Cond Search Results** page appears.

Search Criteria

Contract Use Cd M - Maintenance / Service	Contract Nbr --	Serial Nbr --	UII --
CAGE Cd --	Asset Id --	DOD Serial Nbr --	

Search Results

Update	Delete	CAGE Cd	Contract Nbr	Divy Ord Nbr	CLIN	SLIN
Update	Delete	7TTT8 - BOBALOU INC	12345678			
Update	Delete	01PC6 - ACME INCORPORATED MARK	12345ABCDEF67			
Update	Delete	01PC6 - ACME INCORPORATED MARK	ABCDEF67123457			
Update	Delete	1JAS5 - JASON	HOWELLS1			
Update	Delete	C8998 - JOE BLOW	JG000099C9999	010203	0001	01
Update	Delete	8D007 - FORD MOTOR COMPANY	JG000199B9999			
Update	Delete	AD0DJ - TRISH	jud007			
Update	Delete	AD0DJ - TRISH	jud008			
Update	Delete	AD0DJ - TRISH	N0001854A3422		5678	90
Update	Delete	AD0DJ - TRISH	N0001854A3422			

1 2





Add a WRNTY/SVC/SUBSCRIPTION — Terms/COND

Navigation

MAINT/UTIL > WRNTY/SVC/SUBSCRIP > Terms/Conditions > Search Criteria >  >
WRNTY/SVC/SUBSCRIPTION — Terms/COND Add page

Procedures

Add a WRNTY/SVC/SUBSCRIPTION — Terms/COND

Selecting  at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

1. Use  to select the Contract Use Cd.
2. Select . The **WRNTY/SVC/SUBSCRIPTION— Terms/COND Add** page appears.





Help Reference Guide

Add

*Contract Use Cd	P - Equipment Purchase	*Util Measure Qty	<input type="text"/> +
New Contract	<input checked="" type="checkbox"/>	Service Loc Cd	Select an Item ▾
*Contract Type Cd	<input type="text"/> ▾	Provider	<input type="checkbox"/>
*Contract Nbr	<input type="text"/>	CAGE Cd	01PC6
*CAGE Cd	01PC6 - ACME INCORPORATED MA ▾	Org Nm	ACME INCORPORATED MARK
Divy Ord Nbr	<input type="text"/>	Phone Nbr	<input type="text"/>
CLIN	<input type="text"/>	E-mail Address	<input type="text"/>
SLIN	<input type="text"/>	Transfer Level Cd	FG - Federal Government ▾
*Clause Desc	<input type="text"/>	Attachment	Add Attachment
*Clause Terms	<input type="text"/>	Attachment(s)	No Attachments Available
Clause Procedures	<input type="text"/>	Remarks	<input type="text"/>
*Util Measure Cd	Select an Item ▾	History Remarks	<input type="text"/>

[Save](#)

Clauses

[Cancel](#) [Add](#)

- A. The *CONTRACT USE CD* automatically populates and is not editable.
- B. Click to select the New Contract. When selected () indicates the added contract is a new contract. Deselect to indicate the contract is not new.
- C. Use ▾ to select the Contract Type Cd.
- D. Enter the *CONTRACT NBR* in the field provided. This is a 50 alphanumeric character field.
- E. Use ▾ to select the CAGE Cd.





Help Reference Guide

- F.** Enter the **CLAUSE DESC** in the field provided. *This is a 1,024 alphanumeric character field.*
- G.** Enter the **Clause Terms** in the field provided. *This is a 8 alphanumeric character field.*
- H.** Use  to select the **START DT**, or enter the date (MM/DD/YYYY) in the field provided.

Start Dt	<input type="text"/>	
End Dt	<input type="text"/>	

- I.** Use  to select the **END DT**, or enter the date (MM/DD/YYYY) in the field provided.

Note



When the **CONTRACT USE CD** is P - Equipment Purchase, the **START DT** and **END DT** fields do not appear.

- J.** Use  to select the **Util Measure Cd**.
- K.** Enter the **UTIL MEASURE QTY** in the field provided. *This is an 8 numeric character field.*

Helpful Tip



Select  to add one additional **UTIL MEASURE CD** and **UTIL MEASURE QTY** set.

- L.** Use  to select the **License Type**.
- M.** Enter the **License QTY** in the field provided. *This is a 9 numeric character field.*
- N.** Enter the **Cost Per License** in the field provided. *This is a 18 numeric character field.*

Note



The **License Type**, **License QTY**, and **Cost Per License** fields appear when the **CONTRACT USE CD** is L - Software License.





Help Reference Guide

*License Type	Select an Item <input type="button" value="v"/>
*License Qty	<input type="text"/>
*Cost Per License	<input type="text"/>

- O. Enter the COST AMT in the field provided. *This is a 12 numeric character field.*
- P. Click to select the Provider. *Checking this removes the CAGE Cd, ORG NM, PHONE NBR, E-MAIL Address fields, and opens new fields.*





Help Reference Guide

Add

*Contract Use Cd	P - Equipment Purchase	Provided By	
New Contract	<input checked="" type="checkbox"/>	POC	
*Contract Type Cd	<input type="text"/>	Address 1	
*Contract Nbr	<input type="text"/>	Address 2	
*CAGE Cd	01PC6 - ACME INCORPORATED MA	City	
Dlvy Ord Nbr	<input type="text"/>	State	
CLIN	<input type="text"/>	ZIP Cd	
SLIN	<input type="text"/>	Country	
*Clause Desc	<input type="text"/>	E-mail	
*Clause Terms	<input type="text"/>	Transfer Level Cd	FG - Federal Government
Clause Procedures	<input type="text"/>	Attachment	Add Attachment
*Util Measure Cd	Select an Item	Attachment(s)	No Attachments Available
*Util Measure Qty	<input type="text"/> +	Remarks	<input type="text"/>
Service Loc Cd	Select an Item	History Remarks	<input type="text"/>
Provider	<input checked="" type="checkbox"/> 		

[Save](#)

Clauses

[Cancel](#) [Add](#)

Note



The Add Attachments is provided in the Update process ONLY in the form of a .jpg, .jpeg, .gif or .pdf from a local workstation or shared drive. The maximum file size is 2MB.

- Q. Select [Save](#). The **Clauses** grid is populated with the information, and the fields above are reset.





Help Reference Guide

Clauses								
Update	Delete	Contract Nbr	CLIN	SLIN	Seq Nbr	Clause Desc	Util Measure Cd	Util Measure Qty
Update	Delete	ABCDEF12FGYUJK			1	Test	D	60

[Cancel](#) [Add](#)

3. Select [Add](#). The **Wrnty/Svc/Subscription – Terms/Cond Transaction Status** page appears.

Update a Clause

1. Select the Update hyperlink. *The fields in the Update panel populate with the desired Clause information.*





Help Reference Guide

Update

*Contract Use Cd	P - Equipment Purchase	Service Loc Cd	OS - On Site
*Contract Type Cd	DCF - DOD Contract (FAR)	Provider	<input type="checkbox"/>
*Contract Nbr	12345678A0123	CAGE Cd	1JDB1
*CAGE Cd	1JDB1 - JD ENTERPRISES	Org Nm	JD ENTERPRISES
Divy Ord Nbr		Phone Nbr	555-5555
CLIN	1234	E-mail Address	
SLIN	56	Transfer Level Cd	FG - Federal Government
*Clause Desc	FIRST CLAUSE	Attachment	Add Attachment
*Clause Terms	THESE ARE THE TERMS ON THE FIRST	Attachment(s)	1 Attachment(s)
Clause Procedures	OPERATE UNDER THESE TERMS.		
*Util Measure Cd	M - Miles	Remarks	No remarks
*Util Measure Qty	25	History Remarks	Creation

[Update](#)

Clauses

Update	Delete	Contract Nbr	CLIN	SLIN	Seq Nbr	Clause Desc	Util Measure Cd	Util Measure Qty
Update	Delete	12345678A0123	1234	56	1	FIRST CLAUSE	M	25

[Cancel](#) [Update](#)

- A. Verify the *CONTRACT USE CD*.
- B. Verify the *CONTRACT TYPE CD*.
- C. Verify the *CONTRACT NBR*.
- D. Verify the *CAGE CD*.
- E. Update the *CLAUSE DESC*, entering the revised description in the field provided. *This is a 1,024 alphanumeric character field.*
- F. Update the *Clause Terms*, entering the revised terms in the field provided. *This is an 8 alphanumeric character field.*





Note



When the CONTRACT USE CD is P - Equipment Purchase, the START DT and END DT fields do not appear.

- G. Update the Util Measure Cd, using  to select the desired code.
- H. Update the UTIL MEASURE QTY, entering the revised amount in the field provided. *This is an 8 numeric character field.*

Helpful Tip



Select  to add one additional UTIL MEASURE CD and UTIL MEASURE QTY set.

- I. Update the License Type, using  to select the desired type.
- J. Update the License QTY, entering the revised amount in the field provided. *This is a 9 numeric character field.*
- K. Update the Cost Per License, entering the revised amount in the field provided. *This is a 18 numeric character field.*

Note



The License Type, License QTY, and Cost Per License fields appear when the CONTRACT USE CD is L - Software License.

*License Type	<input type="text" value="Select an Item"/>
*License Qty	<input type="text"/>
*Cost Per License	<input type="text"/>

- L. Update the COST AMT, entering the revised quantity in the field provided. *This is a 12 numeric character field.*





Help Reference Guide

Update

*Contract Use Cd	P - Equipment Purchase	POC
*Contract Type Cd	DCF - DOD Contract (FAR)	Address 1
*Contract Nbr	12345678A0123	Address 2
*CAGE Cd	1J0B1 - JD ENTERPRISES	City
Dlvy Ord Nbr		State
CLIN	1234	ZIP Cd
SLIN	56	Country
*Clause Desc	<input type="text" value="FIRST CLAUSE"/>	E-mail
*Clause Terms	<input type="text" value="THESE ARE THE TERMS ON THE FIRST"/>	Transfer Level Cd <input type="text" value="FG - Federal Government"/>
Clause Procedures	<input type="text" value="OPERATE UNDER THESE TERMS."/>	Attachment <input type="button" value="Add Attachment"/>
*Util Measure Cd	<input type="text" value="M - Miles"/>	Attachment(s) 1 Attachment(s)
*Util Measure Qty	<input type="text" value="25"/> <input type="button" value="+"/>	
Service Loc Cd	<input type="text" value="OS - On Site"/>	Remarks <input type="text" value="No remarks"/>
Provider	<input checked="" type="checkbox"/> <input type="button" value="Q"/>	History Remarks <input type="text" value="Creation"/>
Provided By		

Clauses

Update	Delete	Contract Nbr	CLIN	SLIN	Seq Nbr	Clause Desc	Util Measure Cd	Util Measure Qty
Update	Delete	12345678A0123	1234	56	1	FIRST CLAUSE	M	25

M. Select . The **Attachment Add** page appears.

N. Select . The **Clauses** grid is populated with the information, and the fields above are reset.





Helpful Tip



Select  prior to selecting  to create a new record. Save up to fifty Clauses at a time.

2. Select . The **Wrnty/Svc/Subscription – Terms/Cond Transaction Status** page appears.

Delete a Clause

1. Select the Delete hyperlink. *The clause is instantly removed from the Clauses grid.*
2. Select . The **Wrnty/Svc/Subscription – Terms/Cond Transaction Status** page appears.





Update a WRNTY/SVC/SUBSCRIPTION — Terms/COND

Navigation

MAINT/UTIL > WRNTY/SVC/SUBSCRIP > Terms/Conditions > Search Criteria > > Search Results > Update hyperlink > WRNTY/SVC/SUBSCRIPTION — Terms/COND Update page

Procedures

Update a WRNTY/SVC/SUBSCRIPTION — Terms/COND

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

1. Select the Update hyperlink. The **WRNTY/SVC/SUBSCRIPTION — Terms/COND Update** page appears.





Help Reference Guide

Update

*Contract Use Cd	P - Equipment Purchase	Service Loc Cd	OS - On Site
*Contract Type Cd	DCF - DOD Contract (FAR)	Provider	<input type="checkbox"/>
*Contract Nbr	12345678A0123	CAGE Cd	1JDB1
*CAGE Cd	1JDB1 - JD ENTERPRISES	Org Nm	JD ENTERPRISES
Divy Ord Nbr		Phone Nbr	555-5555
CLIN	1234	E-mail Address	
SLIN	56	Transfer Level Cd	FG - Federal Government
*Clause Desc	<input type="text" value="FIRST CLAUSE"/>	Attachment	<input type="button" value="Add Attachment"/>
*Clause Terms	<input type="text" value="THESE ARE THE TERMS ON THE FIRST"/>	Attachment(s)	1 Attachment(s)
Clause Procedures	<input type="text" value="OPERATE UNDER THESE TERMS."/>		
*Util Measure Cd	M - Miles	Remarks	<input type="text" value="No remarks"/>
*Util Measure Qty	<input type="text" value="25"/> <input type="button" value="+"/>	History Remarks	<input type="text" value="Creation"/>

Clauses

Update	Delete	Contract Nbr	CLIN	SLIN	Seq Nbr	Clause Desc	Util Measure Cd	Util Measure Qty
Update	Delete	12345678A0123	1234	56	1	FIRST CLAUSE	M	25

- A.** Verify the *CONTRACT USE CD*.
- B.** Verify the *CONTRACT TYPE CD*.
- C.** Verify the *CONTRACT NBR*.
- D.** Verify the *CAGE CD*.
- E.** Update the *CLAUSE DESC*, entering the revised description in the field provided. *This is a 1,024 alphanumeric character field.*
- F.** Update the *Clause Terms*, entering the revised terms in the field provided. *This is an 8 alphanumeric character field.*





- G. Update the START DT, using  or entering the date (MM/DD/YYYY) in the field provided.

Start Dt	<input type="text"/>	
End Dt	<input type="text"/>	

- H. Update the END DT, using  or entering the date (MM/DD/YYYY) in the field provided.

Note



When the CONTRACT USE CD is P - Equipment Purchase, the START DT and END DT fields do not appear.

- I. Update the Util Measure Cd, using  to select the desired code.
- J. Update the UTIL MEASURE QTY, entering the revised amount in the field provided. *This is an 8 numeric character field.*

Helpful Tip



Select  to add one additional UTIL MEASURE CD and UTIL MEASURE QTY set.

- K. Update the COST AMT, entering the revised quantity in the field provided. *This is a 12 numeric character field.*
- L. Update the License Type, using  to select the desired type.
- M. Update the License QTY, entering the revised quantity in the field provided. *This is a 9 numeric character field.*
- N. Update the Cost Per License, entering the revised cost in the field provided. *This is a 18 numeric character field.*

Note



The License Type, License QTY, and Cost Per License fields appear when the CONTRACT USE CD is L - Software License.





*License Type	Select an Item <input type="button" value="v"/>
*License Qty	<input type="text"/>
*Cost Per License	<input type="text"/>

- O. Verify the Provider contains the appropriate or . *Checking this removes the CAGE CD, ORG NM, PHONE NBR, E-MAIL Address fields, and opens new fields.*





Help Reference Guide

Update

*Contract Use Cd	P - Equipment Purchase	POC
*Contract Type Cd	DCF - DOD Contract (FAR)	Address 1
*Contract Nbr	12345678A0123	Address 2
*CAGE Cd	1J0B1 - JD ENTERPRISES	City
Dlvy Ord Nbr		State
CLIN	1234	ZIP Cd
SLIN	56	Country
*Clause Desc	<input type="text" value="FIRST CLAUSE"/>	E-mail
*Clause Terms	<input type="text" value="THESE ARE THE TERMS ON THE FIRST"/>	Transfer Level Cd <input type="text" value="FG - Federal Government"/>
Clause Procedures	<input type="text" value="OPERATE UNDER THESE TERMS."/>	Attachment <input type="button" value="Add Attachment"/>
*Util Measure Cd	<input type="text" value="M - Miles"/>	Attachment(s) 1 Attachment(s)
*Util Measure Qty	<input type="text" value="25"/> <input type="button" value="+"/>	
Service Loc Cd	<input type="text" value="OS - On Site"/>	Remarks <input type="text" value="No remarks"/>
Provider	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="button" value="Q"/>	History Remarks <input type="text" value="Creation"/>
Provided By		

Clauses

Update	Delete	Contract Nbr	CLIN	SLIN	Seq Nbr	Clause Desc	Util Measure Cd	Util Measure Qty
Update	Delete	12345678A0123	1234	56	1	FIRST CLAUSE	M	25

P. Select . The **Clauses** grid is populated with the information, and the fields above are reset.

2. Select . The **Wrnty/Svc/Subscription – Terms/Cond Transaction Status** page appears.





Update a Clause

1. Select the Update hyperlink. *The fields in the Update panel populate with the desired Clause information.*

Update

<p>*Contract Use Cd P - Equipment Purchase</p> <p>*Contract Type Cd DCF - DOD Contract (FAR)</p> <p>*Contract Nbr 12345678A0123</p> <p>*CAGE Cd 1JDB1 - JD ENTERPRISES</p> <p>Divy Ord Nbr</p> <p>CLIN 1234</p> <p>SLIN 56</p> <p>*Clause Desc FIRST CLAUSE</p> <p>*Clause Terms THESE ARE THE TERMS ON THE FIRST</p> <p>Clause Procedures OPERATE UNDER THESE TERMS.</p> <p>*Util Measure Cd M - Miles</p> <p>*Util Measure Qty 25 +</p>	<p>Service Loc Cd OS - On Site</p> <p>Provider <input type="checkbox"/></p> <p>CAGE Cd 1JDB1</p> <p>Org Nm JD ENTERPRISES</p> <p>Phone Nbr 555-5555</p> <p>E-mail Address</p> <p>Transfer Level Cd FG - Federal Government</p> <p>Attachment Add Attachment</p> <p>Attachment(s) 1 Attachment(s)</p> <p></p> <p>Remarks No remarks</p> <p>History Remarks Creation</p>
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[Update](#)

Clauses

Update	Delete	Contract Nbr	CLIN	SLIN	Seq Nbr	Clause Desc	Util Measure Cd	Util Measure Qty
Update	Delete	12345678A0123	1234	56	1	FIRST CLAUSE	M	25

[Cancel](#) [Update](#)

- A. Verify the CONTRACT USE CD.
- B. Verify the CONTRACT TYPE CD.
- C. Verify the CONTRACT NBR.
- D. Verify the CAGE CD.





Help Reference Guide

- E. Update the **CLAUSE DESC**, entering the revised description in the field provided. *This is a 1,024 alphanumeric character field.*
- F. Update the **Clause Terms**, entering the revised terms in the field provided. *This is an 8 alphanumeric character field.*
- G. Update the **START DT**, using  or entering the date (MM/DD/YYYY) in the field provided.

Start Dt	<input type="text"/>	
End Dt	<input type="text"/>	

- H. Update the **END DT**, using  or entering the date (MM/DD/YYYY) in the field provided.

Note



When the **CONTRACT USE CD** is P - Equipment Purchase, the **START DT** and **END DT** fields do not appear.

- I. Update the **Util Measure Cd**, using  to select the desired code.
- J. Update the **UTIL MEASURE QTY**, entering the revised amount in the field provided. *This is an 8 numeric character field.*

Helpful Tip



Select  to add one additional **UTIL MEASURE CD** and **UTIL MEASURE QTY** set.

- K. Update the **COST AMT**, entering the revised quantity in the field provided. *This is a 12 numeric character field.*
- L. Verify the **Provider** contains the appropriate or . *Checking this removes the **CAGE CD**, **ORG NM**, **PHONE NBR**, **E-MAIL Address** fields, and opens new fields.*





Help Reference Guide

Update

*Contract Use Cd	P - Equipment Purchase	POC
*Contract Type Cd	DCF - DOD Contract (FAR)	Address 1
*Contract Nbr	12345678A0123	Address 2
*CAGE Cd	1J0B1 - JD ENTERPRISES	City
Dlvy Ord Nbr		State
CLIN	1234	ZIP Cd
SLIN	56	Country
*Clause Desc	<input type="text" value="FIRST CLAUSE"/>	E-mail
*Clause Terms	<input type="text" value="THESE ARE THE TERMS ON THE FIRST"/>	Transfer Level Cd
Clause Procedures	<input type="text" value="OPERATE UNDER THESE TERMS."/>	Attachment
*Util Measure Cd	<input type="text" value="M - Miles"/>	Attachment(s)
*Util Measure Qty	<input type="text" value="25"/> <input type="button" value="+"/>	1 Attachment(s)
Service Loc Cd	<input type="text" value="OS - On Site"/>	Remarks
Provider	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="button" value="Q"/>	History Remarks
Provided By		

Clauses

Update	Delete	Contract Nbr	CLIN	SLIN	Seq Nbr	Clause Desc	Util Measure Cd	Util Measure Qty
Update	Delete	12345678A0123	1234	56	1	FIRST CLAUSE	M	25

M. Select . The **Attachment Add** page appears.

N. Select . The **Clauses** grid is populated with the information, and the fields above are reset.





Helpful Tip



Select  prior to selecting  to create a new record. Save up to fifty Clauses at a time.

2. Select . The **Wrnty/Svc/Subscription – Terms/Cond Transaction Status** page appears.

Delete a Clause

1. Select the Delete hyperlink. *The clause is instantly removed from the Clauses grid.*
2. Select . The **Wrnty/Svc/Subscription – Terms/Cond Transaction Status** page appears.





Delete a WRNTY/SVC/SUBSCRIPTION — Terms/COND

Navigation

MAINT/UTIL > WRNTY/SVC/SUBSCRIP > Terms/Conditions > Search Criteria > > Search Results > Delete hyperlink > WRNTY/SVC/SUBSCRIPTION — Terms/COND Delete page

Procedures

Delete a WRNTY/SVC/SUBSCRIPTION — Terms/COND

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select the Delete hyperlink. The **WRNTY/SVC/SUBSCRIPTION — Terms/COND Delete** page appears.

To complete delete action, select Delete; otherwise, select Cancel

Delete

*Contract Use Cd	M - Maintenance / Service	Divy Ord Nbr	
*Contract Type Cd	CSA - Cash or Charge Sales Agreement	CLIN	
*Contract Nbr	12345678	SLIN	
*CAGE Cd	7TTT8 - BOBALOU INC	History Remarks	<input type="text"/>

Clauses

Seq Nbr	Clause Desc	Util Measure Cd	Util Measure Qty
1	CLAUSE	M	30000

- A. Verify the **CONTRACT USE CD**.
- B. Verify the **CONTRACT TYPE CD**.





- C. *Verify the CONTRACT NBR.*
- D. *Verify the CAGE Cd.*

