

Adding Permission(s) details and Notes in section SCHEDULE

To add a Permission you simply click on “Edit” button. A new pop-up window will open where you can add permission(s) details, such as: Country, Supplier, Validity, Revalidation, Short Notice, Status as well as option to add Notes.

Clicking on “+” allows you to add another Permission. It is possible to add as many as you need.

You can also add Notes and optionally upload a file. Information added in the notes section will show in the Trip Sheet.

Once the Permission is added you can hover the mouse over “Edit” button or to see Permission(s) details in a tooltip.

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