

# RENT A CAR RENTAL MANAGEMENT SYSTEM



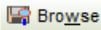

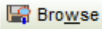
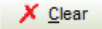
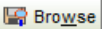
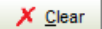
*Manage your Rent a Car business with Rent A Car. Rent A Car designed to simplify the management of agreement process and allow you to get on with running your car rental business. Rent A Car is simple and powerful car rental solution that helps to improve your business efficiency through achieving higher profit by reducing management cost.*

*User Management \* Vehicle Records \* Service Reminders \* Rent Booking \* Quotation Preparation \* Rental Agreement  
Invoice Preparation \* Receipt Vouchers and Payment Vouchers \* Employee Document and Details Management  
Employee Salary \* Service Management \* Bank Management \* Service Reports \* Income & Expenditure Statement  
Customer & Supplier Statement \* Vehicle wise Income \* Expenditure Reports & more...*

# Company Master

**Company** Close



Enter company details

Company Name *	<input type="text" value="Rentacar"/>	Company Logo	<input type="text"/>
License No.	<input type="text" value="H368292"/>		
Address	<input type="text" value="Dubai"/>	Report Header	<input type="text"/>
City	<input type="text" value="Dubai"/>		
Country	<input type="text" value="UAE"/>	Report Footer	<input type="text"/>
Phone 1	<input type="text" value="00971503737373"/>		
Phone 2	<input type="text" value="00971503737376"/>	Cash In Hand	<input type="text" value="1000"/>
Mobile	<input type="text" value="00971503737377"/>		
Fax	<input type="text"/>		
Email	<input type="text" value="sales@neemsoftware.com"/>		
Web Address	<input type="text" value="www.neemsoftware.com"/>		
Invoice No.	<input type="radio"/> Automatic Starting Invoice No. <input type="text" value="1"/>		
	<input type="radio"/> Manual		
Contract No.	<input type="radio"/> Automatic Starting Contract ID <input type="text" value="1"/>		
	<input type="radio"/> Manual		

Print Header in Contract, Invoice & Receipt

Currency Unit Length  (1 UAE Dirham=100 Fils, Unit Length=2  
1 Iraqi Dinar=1000 Fils, Unit Length=3)

Note: Details furnished in the above data slots will be shown in the report header.

# User Account

Account Profile Close

Enter The Account Details

Account Type \* Select One  
 Administrator  Limited

Account Name \*

Set New Password

Password

Confirm Password

Name

Gender Select One  
 Male  Female

DOB

Address

Phone

Email

Account Name	Name	Account Type
Admin		Administrator
Manager	Manager	Limited

# User Privilege

**User Rights** Close

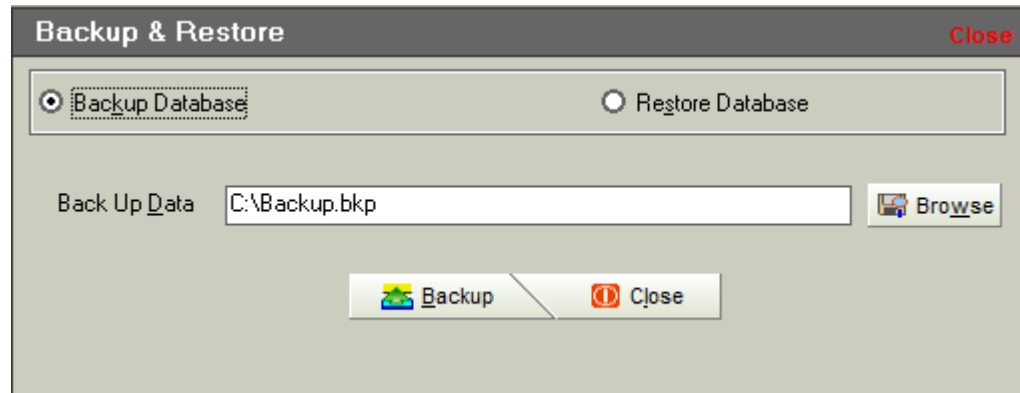
Account Privileges

Account Name:

Modules	View	Insert	Modify	Delete
- Activities	✓	✗	✗	✗
Service	✓	✗	✗	✗
Complaint	✓	✗	✗	✗
Task Scheduler	✓	✗	✗	✗
Scheduled Task	✓	✗	✗	✗
Quotation	✓	✗	✗	✗
Booking	✓	✗	✗	✗
Rent Register	✓	✗	✗	✗
- Finance	✓	✗	✗	✗
Income	✓	✗	✗	✗
Expense	✓	✗	✗	✗
- HR	✓	✗	✗	✗
Employee Vacation	✓	✗	✗	✗
Employee Leave	✓	✗	✗	✗

Save   Reset   Close

# Backup and Restore



# Vehicle – Vehicle Details

**Vehicle** Close

**Vehicle Details** | Vehicle Documents

Vehicle Type *	Car	+	Transmission	Automatic
Vehicle Make *	TOYOTA	+	Model Year	2014
Vehicle Model *	CAMRY	+	Notes	
Vehicle Driver	OFFICE (ID: 1)	+ M	Next Service Date	<input checked="" type="checkbox"/> 29-06-2014 <input type="checkbox"/> Task
Reg. Place *	Dubai		Purchase Date	<input type="checkbox"/> 15-06-2014
Reg. Number *	78652		Purchase amount	50000
File No	312		Depreciation Percentage	10
Capacity (cc)	2000		Vehicle Value	
Engine Number	H676822		Service due in KM	5000
Chassis Number	J787899			
Color	White			

Vehicle Features

Feature Name	SALIK TAG (ID: 1)	+
Feature Name		+ Add
		- Remove

Save Edit Delete Search Activate Reset Close

# Vehicle – Vehicle Documents

**Vehicle** Close

Vehicle Details    Vehicle Documents

**Insurance Details**

Insurance No.  ↑ × [Attachment 1](#)

Amount

Insurance Expiry Date  Task

**Tax Details**

Amount  ↑ × [Attachment 2](#)

Tax Expiry Date  Task

**Registration Details**

Amount  ↑ × [Attachment 3](#)

Registration Expiry Date  Task

**Other Documents If Any**


Document Description

1.  ↑ × [Attachment 4](#)

2.  ↑ × [Attachment 5](#)

3.  ↑ × [Attachment 6](#)

**Vehicle Image**



Save    Edit    Delete    Search    Activate    Reset    Close

# Rent Register – Rent Details

**Rent Register** Close

**Rent Details** | Scheme & Charges | Vehicle Status & Inspection | Chauffeur Details

Details From  
 Quotation Quotation No.    
 Booking Booking No.

Rent ID \*

Date \*

Contract ID

Start Date \*

Expected Date of Return \*

Vehicle Type \*

Vehicle Make \*

Vehicle Model \*

Vehicle \*

Customer Name \*

Purpose

Remarks

Referred By

Rent Status \*

Customer Details

Name

Contact Person

Address

City

Country

Phone (Res.)

Phone (Work)

Mobile

Fax

Email

Vehicle Details

Type  Make

Model  Regn. No.

Regn. Place

Color  Capacity (cc)

Model Year  Transmission

Engine No.

Chassis No.

Insurance No.  Ins. Exp. Date

Tax Exp. Date  Reg. Exp. Date

Save Contract Edit Delete Search Reset Close



# Rent Register – Services & Charges

**Rent Register**
Close

Rent Details

**Scheme & Charges**

Vehicle Status & Inspection

Chauffeur Details

**Scheme Details**

	Monthly	Weekly	Daily
Scheme Rate	100	25	10
Scheme Usage	100	0	0
Scheme Total	10000	0	0
<b>Total Amount</b>	<b>10000</b>		

From : 15-06-2014 02:49 PM  
To : 15-06-2014 02:49 PM  
0 Month(s), 0 Week(s), 0 Day(s)

**Specify Driver Details**

With Driver

Driver Name\* OFFICE (ID: 1)

Driving License No.  

License Expiry Date  

Driver Charges  

Limousine Sponsor

Addl. Charges	10
Damage Charges	250
CDW	100
Baby Seats	100
Delivery Charges	100
SAEED Charges	50

Insurance Deductable	50
PAI	10
COE	20
Salik	500
Traffic Fine	50
Navigation Charge	10
Total Km Allowed	3000

Extra km Charge per 1km	
Extra km Charge	0
MAWAQIF	
Other Service Charge	
Advance Amount	
Discount Amount	
Km Allowed/day	

Paid Amount	
Net Amount	11250
Balance	11250

**Surety Documents**

#	Document Description	✕	↑
1.	<span style="border: 1px solid gray; padding: 2px;"> </span>	✕	↑
2.	<span style="border: 1px solid gray; padding: 2px;"> </span>	✕	↑
3.	<span style="border: 1px solid gray; padding: 2px;"> </span>	✕	↑
4.	<span style="border: 1px solid gray; padding: 2px;"> </span>	✕	↑
5.	<span style="border: 1px solid gray; padding: 2px;"> </span>	✕	↑

Attachment 1  
Attachment 2  
Attachment 3  
Attachment 4  
Attachment 5

**Tips**    No Attachment    New Attachment    Downloadable Attachment

Save
 Contract
 Edit
 Delete
 Search
 Reset
 Close

# Rent Register – Vehicle Status & Inspection

**Rent Register** Close

Rent Details | Scheme & Charges | **Vehicle Status & Inspection** | Chauffeur Details

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**Before Rental**

Distance Run (Odometer Reading)  KMs

Inspection Notes

**After Rental**

Distance Run (Odometer Reading)  KMs

Inspection Notes

Customer Feedback  Fuel Level

View Status

Rental  Booking  Service

Rental Status

Start Date	End Date	Returned Date	Status
15-06-2014 02:49 PM	14-07-2014 02:49 PM		On Rental

On Rental  
 Returned  
 Returned and Paid  
 Cancelled

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Save Contract Edit Delete Search Reset Close








# Rent Register – Chauffeur Details

Rent Register Close

Rent Details    Scheme & Charges    Vehicle Status & Inspection    **Chauffeur Details**

Specify Additional Driver Details

Chauffeur  

 Save     Contract     Edit     Delete     Search     Reset     Close

# Rent Contract Print

عقد اجاره

RENT CONTRACT

Date: 12-04-2014

Agreement No. 4

Vehicle Information			Customer Details	
Vehicle Type	TOYOTA COROLLA	نوع المركبة	Renter's Name	Ahmed
Vehicle Color	White	لون المركبة	Driver's Name	OFFICE
Plate Number	76422	رقب المركبة	Nationality	Indian
Km Dur	10000	عدد الكيلومتر	Date of Birth	12-04-2014
Km In	200	عدد الكيلومتر	Licence No.	
Km Allowed	0	عدد الكيلومتر	Issued By	
Check out Date	12-04-2014	تاريخ الخروج	Issue Date	
Check in Date		تاريخ الدخول	Replay Date	
Check out Time	02:00 PM	وقت الخروج	Office Telt	0097120767469
Check in Time		وقت الدخول	Mobile #	00971207004749
			Driver's Mobile #	

Rental Charges	Price	Total AED
Daily Rate	0.00	
Weekly Rate	0.00	
Monthly Rate	0.00	
Duration		
Discount		
Extra km Charge per km	0	
Delivery Charges	0.00	
Damage Charges	0.00	
Self Charge	0.00	
Traffic Fine Charge	0.00	
INSURANCE	0.00	
STRESS	0.00	
Total		
Advance		0.00

Nav	Radio-cd	Spare tyre	Lighter	Other
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Fuel Level	F	3/4	1/2	1/4	E

Following the return of the vehicle, the renter shall be responsible for any additional damage caused by the vehicle, which shall be accepted for responsibility for such damage as reflected in the vehicle report.

ملاحظة: عند ارجاع المركبة، يكون المستأجر مسؤولاً عن أي أضرار إضافية تسببها المركبة، والتي سيتم تقبلها كإضرار تتحملها المستأجر كما هو مبين في تقرير المركبة.

Agreement Status:	<b>OPEN CONTRACT</b>	Renter's Name & Signature:	Ahmed
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MODE OF PAYMENT	Cash	Cheque	Credit Card	Cheque/Credit Card No.:	Replay Date

Chouf Hour Decals	Per Day/Per Week	Per Extra Hour	Per Mile	Per Overnight	Per Drop Off Charge
	100	6	10	10	10

Driver's Name & Signature	توقيع المستأجر	For Rentacar	
Sponsor's Name & Signature	توقيع العميل	Renter's Name and Signature:	توقيع المستأجر

# Service – Service Details

Service Details

Spares & Charges

Service ID \* 1

Service Date \* 15-06-2014 04:23 PM

Vehicle \* 78652

Service Type \* Periodic

Description Periodic Service

Actions Taken Service completed

Vehicle Details

Type Car

Make TOYOTA

Model CAMRY

Regn. No. 78652

Reg. Place Dubai

Color White

Capacity (cc) 2000 Model Year 2014

Transmission Automatic

Engine No. H676822

Chassis No. J787899

Save Print Edit Delete Search Reset Close

# Service – Services & Charges

Close

Service Details      Spares & Charges

Spare Details

Item Name  Unit Price  Qty  Amount

Item Name	Unit Price	Qty	Amount
Oil Change	100	4	400
Oil filter	50	1	50
Furl Filter	120	1	120

Item Total

Item total

Other Charges

Discount

Net Amount

Paid To  
 Customer     Service Centre

Customer Name \*

Not Available for Rent

Return Date

Payment Status\*

Payment Mode\*

Payment Description

# Service - Print

## Service Report

Service ID: 1    Vehicle: Dubai - 78652  
 Service Date: 15-06-2014 12:00 AM                          Service Type: Periodic  
 Description: Periodic Service  
 Actions Taken: Service completed

### Item Details

Item Name	Qty	Rate	Amount
Oil Change	4.000	100.00	400.00
Oil filter	1.000	50.00	50.00
Furl Filter	1.000	120.00	120.00

### Payment Details

Item Total: 570.00    Payment Status: Paid  
 Other Charges: 50.00    Paid To: Customer  
 Discount: 20.00    Customer: Ahmed  
 Net Amount: 600.00    Service Centre:  
    Service Status: Unavailable  
    Return Date: 15-06-2014 12:00 AM  
 Payment Description: Payment paid to customer

---

# Receipt Voucher – Cash Payment

**Receipt voucher** Close

Date: 15-06-2014

Voucher No \*: RV/2

Customer: Ahmed

Amount \*: 200

Payment Mode\*: Cash

Description: First Payment

**Outstanding Details**

**Total Sales :2300**  
**Total Paid : 1000**  
**Total OutStanding : 1300**

**Invoice Details**

Invoice No.	Description	Amount *

+ Add - Remove

SlNo	Invoice No	Description	Amount
1	1	First payment	200.00

Header at Receipt

Save Edit Print Delete Search Reset Close



# Receipt Voucher – Cheque Payment

Receipt voucher Close

Date: 15-06-2014

Voucher No \*: RV/2

Customer: Ahmed

Amount \*: 200

Payment Mode\*: Cheque

Description: First Payment

**Outstanding Details**  
Total Sales :2300  
Total Paid : 1000  
Total OutStanding : 1300

**Cheque Details**  
Cheque No.\*: 676788  
Cheque Date\*: 15-06-2014  
Drawing Bank: Citi Bank

**Bank Details**  
Select Our Bank: HSBC  
 Cheque Realized  
Realized Date: 15-06-2014

**Invoice Details**

Invoice No.	Description	Amount *

SlNo	Invoice No	Description	Amount
1	1	First payment	200.00

Header at Receipt

# Receipt Voucher – Credit Card Payment

Receipt voucher -- Close

Date: 15-06-2014

Voucher No \*: RV/2

Customer: Ahmed

Amount \*: 200

Payment Mode\*: Credit Card

Description: First Payment

**Credit Card Details**

Credit Card No.\*: 3444798965457689

Credit Card Bank: Citi Bank

**Bank Details**

Select Our Bank: HSBC

**Outstading Details**

**Total Sales :2300**  
**Total Paid : 1200**  
**Total OutStanding : 1100**

**Invoice Details**

Invoice No. Description Amount \*

Select One

**+** Add **-** Remove

SI No	Invoice No	Description	Amount
1	1	First payment	200

**Invoice Details**

**Invoice Date: 11-05-2014**  
**Invoice No: 1**  
**Net Amount: 2300**  
**Paid Amount: 1000**  
**Balance: 1300**

Header at Receipt

Save Edit Print Delete Search Reset Close

# Receipt Voucher Print

## Receipt Voucher

Dhs.	Fils
<b>200</b>	<b>00</b>

No. **RV/2**.....

Date: **15-06-2014**.....

Received From Mr./M/s **Ahmed**.....

The Sum of **Two Hundred Only**.....

Cheque Date ..... Cash/Cheque No. **Credit Card**.....

Drawn in Bank: **Citi Bank**.....

Being For: **First Payment**.....

-----  
Customer Signature

-----  
Accountant

-----  
Receiver's Sign

# Employee – Employee Details

**Employee** Close

**Employee Details** | Employee Documents | Employee Salary Details

Employee Name *	<input type="text" value="John"/>	Designation	<input type="text" value="Manager"/>
Current Address	<input type="text" value="Dubai"/>	Joining Date	<input type="text" value="12-06-2014"/>
Permanent Address	<input type="text" value="Dubai"/>	Remarks	<input type="text"/>
Phone	<input type="text" value="00971505635635"/>		
Mobile	<input type="text" value="00971505635635"/>		
Email	<input type="text" value="john@neemsoftware.com"/>		

# Employee – Employee Documents

**Employee** Close

Employee Details      **Employee Documents**      Employee Salary Details







ID Number	<input type="text" value="F689288"/>	<input type="button" value="↑"/> <input type="button" value="×"/>	<a href="#">Attachment 1</a>	Employee Photo <input type="button" value="↑"/> <input type="button" value="×"/>
Passport No.	<input type="text" value="FG36872"/>	<input type="button" value="↑"/> <input type="button" value="×"/>	<a href="#">Attachment 2</a>	
Passport Expiry Date	<input type="text" value="04-12-2015"/> <input type="button" value="Task"/>			
Health Card No.	<input type="text" value="H367289"/>	<input type="button" value="↑"/> <input type="button" value="×"/>	<a href="#">Attachment 3</a>	
Driving License No.	<input type="text" value="DR68929"/>	<input type="button" value="↑"/> <input type="button" value="×"/>	<a href="#">Attachment 4</a>	
License Expiry Date	<input type="text" value="07-03-2015"/> <input type="button" value="Task"/>			
Visa Details	<input type="text" value="Business Visa"/>	<input type="button" value="↑"/> <input type="button" value="×"/>	<a href="#">Attachment 5</a>	
Visa Expiry Date	<input type="text" value="06-09-2014"/> <input type="button" value="Task"/>			
Labour Card No.	<input type="text" value="L578678"/>	<input type="button" value="↑"/> <input type="button" value="×"/>	<a href="#">Attachment 6</a>	

# Employee – Employee Salary

Employee Close

Employee Details      Employee Documents      **Employee Salary Details**

Basic Salary	<input type="text" value="5000"/>
HRA %	<input type="text" value="0"/>
TA %	<input type="text" value="0"/>
DA %	<input type="text" value="0"/>
Commission %	<input type="text" value="0"/>
Net Salary	<input type="text" value="5000"/>

 Save     Edit     Delete     Deactivate     Reset     Close

# Bank Transactions

**Bank Transaction** Close

Transaction Details

Type \*  Deposit  Withdrawal  Bank To Bank

Date \* 15-06-2014

Bank Name HSBC +

To Bank Select One

Description

Amount \* 1000

Payment Type

Cash  Cheque

Save Edit Print Delete Reset Close

# Vehicle History Report

**History** Close

View Status  
 Booking  Rent  Service

Customer: Select One  
Vehicle: Select One  
Status: Select One

From: 01-01-2014  Today  This Month  
To: 31-12-2014  This Year  Custom

Search Refresh

Start Date	End Date	Vehicle	Customer
08-04-2014 02:02 PM	08-05-2014 02:02 PM	Qatar - 23	Customer1

Under Processing

Waiting

Cancelled

Confirmed

Processed

Print Reset Close



# Reports



Employee



Customer



Vehicle



Vehicle History



Expiry



Quotation



Trip Sheet



Booking



Rent Register



Limousine  
Receivable



Rent Payments



Finance



Income Expense



Receivables



Due Payments



Complaint