

Locations

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Locations Management

After clicking New or selecting an existing driver from the Location [Start Screen](#), you will fill out the Detail screen.

A location is anywhere the truck may go, including job sites, quarries, pits, and yards.

Locations

Location ID

1281

Name

Randall Sand & Gravel

Address

214 W. River Road

City/State Zip

Garberville

CA

95542

ACTIVE

Location Type

Job and Mat/Dump Site

Vendor

Randall Sand & Gravel

Location Info

Shipping Info

Directions

Notes

Commodities

Custom Fields

Telephone Numbers

Main Phone

(707) 923-2820

Fax

Traffic

Appt Phone

Hours of Operation

Open

8:00 AM

Close

5:00 PM

Load/Unload Time

Load Time

Unload Time

☐ Appointment Required

Entered by

paul.hwdemo

Wednesday, March 25, 2026

12:23:00 PM

Contact

Cathy

Latitude

40.0924758

Longitude

-123.7981109

Radius

300

New

Delete

Print

Done

Globe button - This will open a Google map of the address location, or the Lat/Long coordinates if available.

Location ID - This is generally system assigned but maybe user assigned after clicking the New button.

Address info - If no address is available, use city/state/zip.

Active - Click the button to toggle the record activate. Deactivated records will no longer appear on the dropdown lists.

Location Type - Indicates if a Job Site, Material Site, both, or Other.

Vendor - In the event that you will be paying the location for materials, dump fees, etc., select an AP Vendor record to be used in the AP Bill payment transaction. If no related Vendor exists, and the Vendor field is empty, click the pencil box button to create one using the name and address info in this location record. If there is a value in the Vendor field, use the same pencil box button to open the Vendor detail record for that vendor.

Binoculars button - click that to force an update to the Lat/Long coordinates for the address information above.

Location Info	Shipping Info	Directions	Notes	Commodities	Custom Fields
Commodities shipped from this Location					
Inbound/Outbound Shipping Instructions					
Inbound					
Outbound					

Shipping Info tab - this information is no longer used and will be retained for a period of time for backward compatibility. See the Commodities tab for Commodities.

