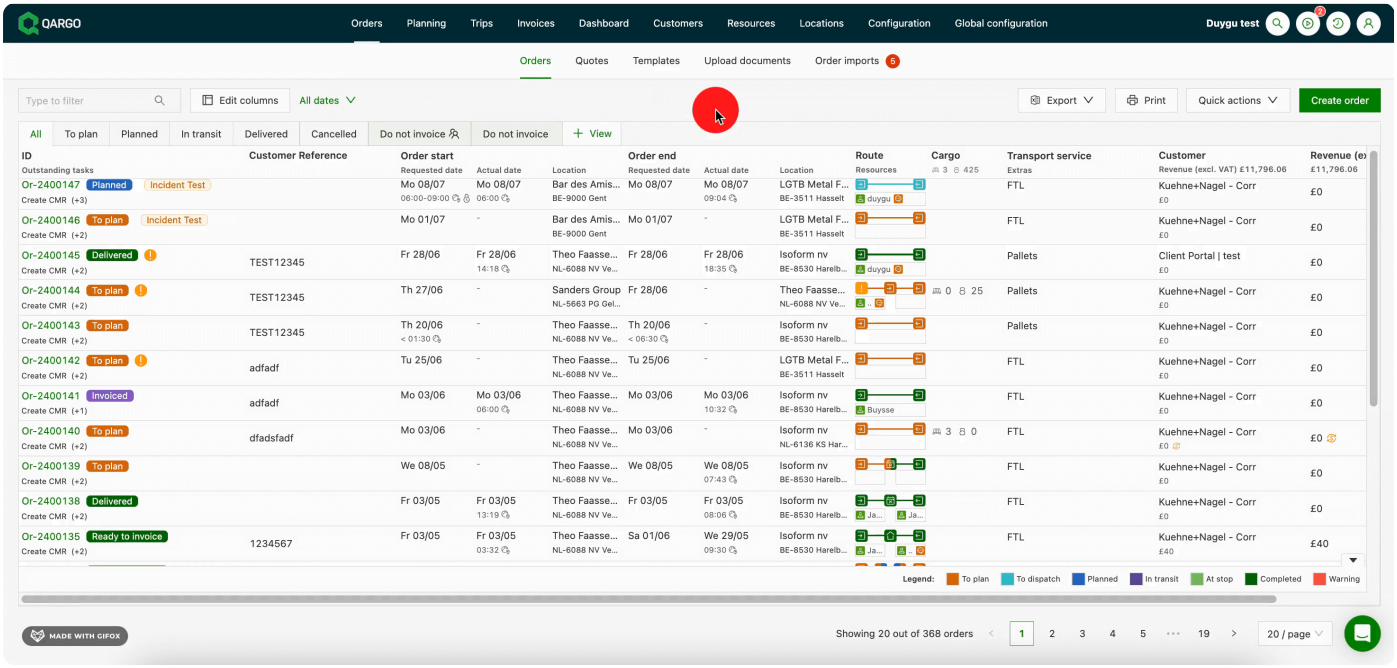
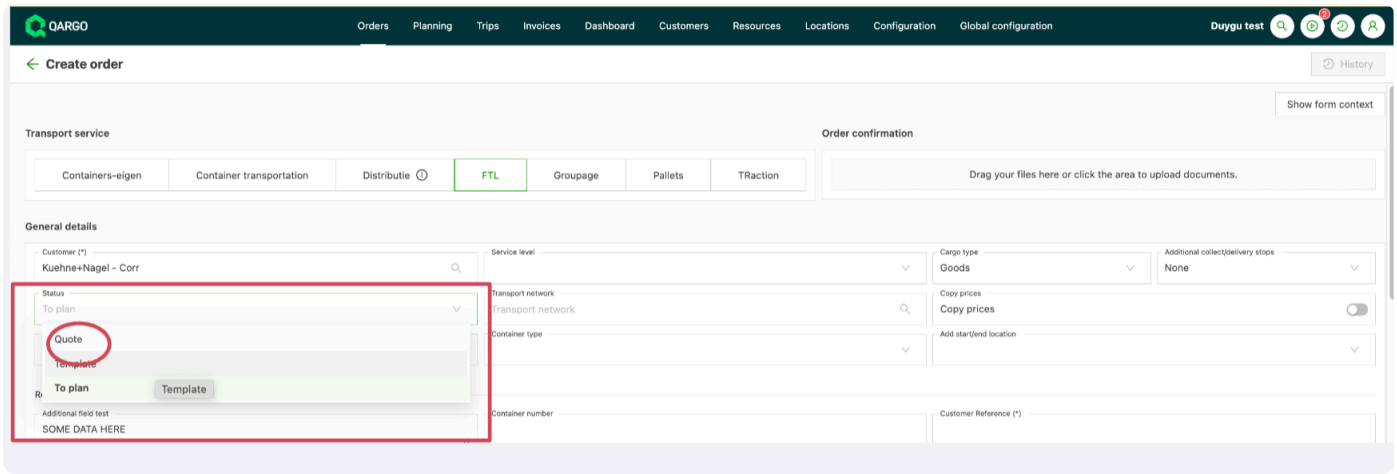
Creating a quote from an existing order

Updated October 24, 2024

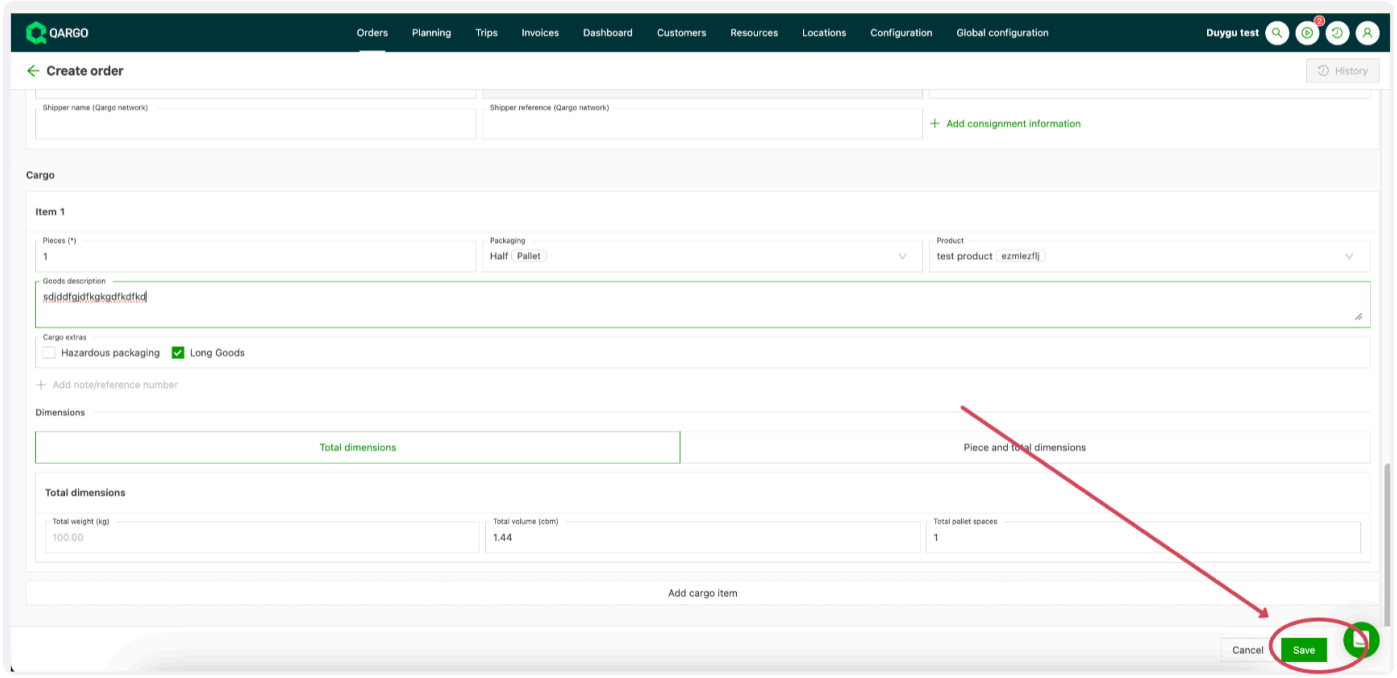
Go to the existing order and select the copying options:

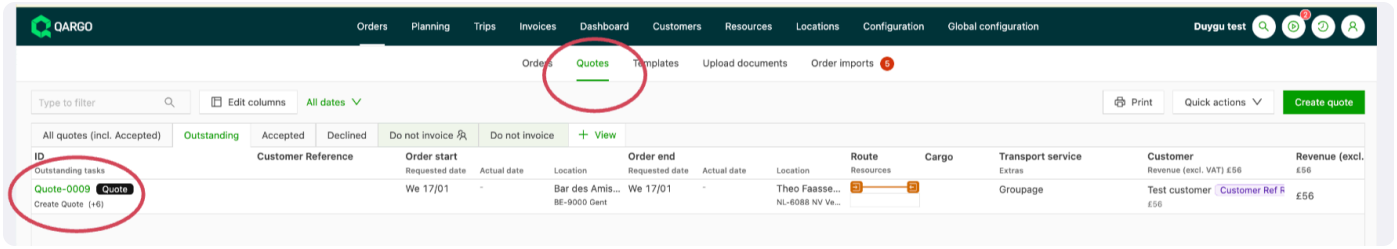


On the order creation page, select **Quote** instead of **To plan**.



After making any necessary changes to the other fields, click **Save**. The order is then listed under **Quotes**:


QARGO
Orders
Planning
Trips
Invoices
Dashboard
Customers
Resources
Locations
Configuration
Global configuration
Duygu test
Create order
History
Shipper name (Qargo network)
Shipper reference (Qargo network)
Add consignment information
Cargo
Item 1
Pieces (*)
1
Packaging
Half Pallet
Product
test product ezmlezflj
Goods description
sdjddfgjdfkgkgdfkdfkd
Cargo extras
Hazardous packaging
Long Goods
Add note/reference number
Dimensions
Total dimensions
Piece and total dimensions
Total dimensions
Total weight (kg)
100.00
Total volume (cbm)
1.44
Total pallet spaces
1
Add cargo item
Cancel
Save


QARGO
Orders
Planning
Trips
Invoices
Dashboard
Customers
Resources
Locations
Configuration
Global configuration
Duygu test
Orders
Quotes
Templates
Upload documents
Order imports
Type to filter
Edit columns
All dates
Print
Quick actions
Create quote
All quotes (incl. Accepted)
Outstanding
Accepted
Declined
Do not invoice
Do not invoice
View
ID
Outstanding tasks
Customer Reference
Order start
Requested date
Actual date
Location
Order end
Requested date
Actual date
Location
Route
Resources
Cargo
Transport service
Extras
Customer
Revenue (excl. VAT) £56
Revenue (excl.
£56
Quote-0009
Quote
Create Quote (+6)
We 17/01
Bar des Amis...
BE-9000 Gent
We 17/01
Theo Faasse...
NL-6088 NV Ve...
Groupage
Test customer
Customer Ref
£56
£56