

# Add Monitor to Customer Tank

Last Modified on 05/06/2026 12:20 pm EDT

The following steps need to be completed to add a Remote Tank Monitor to a Customer Tank for percent updates.

1. From the main menu, navigate to *Customer Menu / Customer Maintenance / Tank Info / Set Up Meter/RTM*.

Co Owns	Tank Serial Number	A / I	Type	Tank Description
Yes	7899983	A	P	house
No	86753	A	DD	farm truck
No	987654	A	O	oil

DD Last Del: 30 Next: 798 Last Del: 05/13/20 Julian Delivery Last Charge: 05/13/20 Last Full Fill: 05/13/20

Customer Type: 1 RESIDENTIAL Delivery Type: 99 MANIFOLDED Regulatory Code: 0

Public Assembly?  Underground?

Product	Description	Price Code	Tier	Price	Prod Use	Disc	Default
1000	RESIDENTIAL PROPANE	1	A	2.0000		0	<input checked="" type="checkbox"/>

Price Desc: RESIDENTIAL Disc Desc:

Delivery Address: City/ST/Zip: BROWNSBURG IN 46112- Rtl

Special Delivery Instructions:

Buttons: Tank Readings, User Defined Fields, Change Inv Status, Inventory Hist, **Set Up Meter/RTM**, Regulator Info, Split Bill, Create, Print, Exit, vbr

2. The *Tank and Meter Inventory* screen will appear. Select the monitor to be associated to the customer tank and choose **Select**.

Type	Div	Meter Type	Description	Serial Number	Tank Capacity	Inventory Status
Meter	1	12	OTODATA	88776		In
Meter	1	12	OTODATA	9987		In
Meter	1	7	WESROC	ABC123		In
Meter	1	7	WESROC	ABC345		In
Meter	1	9	PEDIGREE	PED123		In
Meter	1	10	SILICON	SILI111		In
Meter	1	7	WESROC	WES332211		In
Meter	1	7	WESROC	WES554433		In
Meter	1	7	WESROC	WES65432		In
Meter	1	7	WESROC	WES889977		In
Meter	1	7	WESROC	WES9887		In
Meter	1	7	WESROC	WES9901		In
Meter	1	7	WESROC	WES9902		In
Meter	1	7	WESROC	WES99887		In

Last Changed by, on, at:  
sflaherty (08/01/19 11:35)

**Additional Info**

Division Number: ABC PROPANE COMPANY

Purchase Date: 00/00/00

Purchase Amount: \$0.00

Manufactured By: 4 WESROC

Manufactured Date: 00/00/00

**Additional Info**

Location Number: 1 AVON PROPANE PLANT

Master RRN: 23

3. Enter the *Cycle Code* (Monitor Cycle Code in maintenance table).

Meter Number	Meter Type	Cycle	A/I	Billing Date	Last Reading	Reading Date	Daily-Use	K-Factor	Elev Cd	Installed
ABC123	7	2	1	08/01/19	0	08/01/19	0.00	4.00	1	00/00/00

7 Location: 1 AVON

8 Price Code: 1 Tier: A RESIDENTIAL

9 Default Dept: 1000 RESIDENTIAL PROPANE

Deposit / Date: \$0.00 00/00/00

Manufacturer: WESROC

Sales YTD: \$0.00 Gallons Billed YTD: 0.00

Meter Tied to Tank: 526 Customer #: 0

Tank Serial Number: Capacity: 0.00

Hold Estimates: No Release Date: 00/00/00 Update K-Factor: Yes

10 Route: 1 WEST AVON Sequence Number: 0

**Remote Tank Monitoring**

No RTM

11  Gallons/Percent Update Only

RTM with Deferred Billing

Automatic Meter Read

12 Target Refill Level: 20%

Critical Refill Level: 15%

Inventory Hist

Change Inventory Status

View Temp Readings

Recurring Billing

Cust Owned Balance

13

Reading Date	Curr Reading	Prev Reading	Prev Date	Type	Cubic Feet	Gals User	Price	Charge Amount
--------------	--------------	--------------	-----------	------	------------	-----------	-------	---------------

4. Enter the current date as the *Billing Date*.

5. Enter the current date as the *Reading Date*.

6. Enter a *K-Factor* value if one does not already exist. The *K-Factor* is not utilized for RTM functionality so this value can default from the tank.

7. Enter the tank *Location* if applicable.

8. Enter a *Price Code* and *Tier* (Steps 8 - 10 are not utilized for RTM functionality so the current tank settings are recommended).

9. Enter the tank *Default Dept* code. This should be different from the product associated with the customer tank for tank rental by gallon purposes. It is recommended to add a new Department specific to monitor gallons (i.e., Monitor Setup Only)

10. Enter the *Route* code.

11. Select *Gallons/Percent Update Only*.

12. Enter the *Target Refill Level* and *Critical Refill Level* percentages. The *Target Refill Level* is an indicator to the Optimizer to begin considering the tank for delivery. The *Critical Refill Level* is an indicator to the Optimizer as

to when the tank is considered critical and MUST be routed.

**Note:** It is best practice to have a 10% difference on the *Target Refill Level* or *Critical Refill Level* for best results.

13. Select the **Green Checkmark** to save and press **Esc** to return to the *Tank* screen.
-