Viberent

Simplifying business
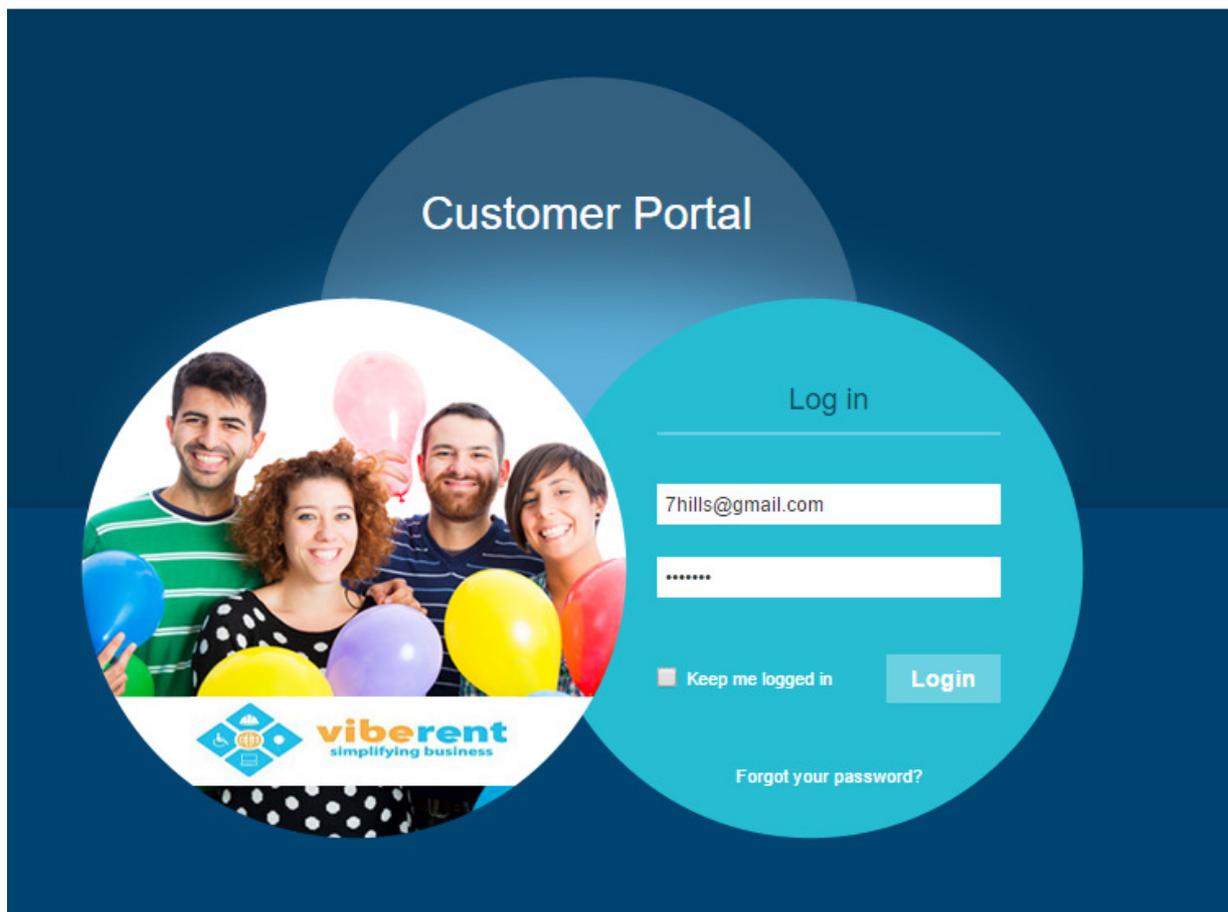
Customer Portal Guide for Portal Customers

Copyright Information

Logging in to Customer Portal

Login to the URL http://rentalsaas.cloudapp.net/customerPortal/login and enter your given login email ID and password and click the Login button.

Upon successful login, you will be shown a screen similar to the one below.

The entries in the list will be initially empty. Once you start inputting orders, they will be listed in the space provided.

To place an order with your rental company, simply click Place New Order button.

You will be shown a screen similar to the one below.

1. Select the category of item that you wish to include in your order by clicking the drop-down on Item Subcategory field

2. Based on the category selected you can click the drop-down on Item code to select your required item.
3. Based on the item selected, the Description will be shown
4. Specify the quantity of item required
5. Specify the rental type (daily or weekly etc)
6. Specify the dates - for example if you wish to rent for 12 days from August 17, enter 10 in Unit field and specify the start date as required; the system will auto calculate the end date
7. Click the Add button to add to the list
8. Repeat the above steps to add further items to your order
9. Enter any Comments in the Comments for your rental company to action
10. Click the Place Order button to place the order.