

Renegotiate the contract

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Step by step

[The contract will soon expire, the users renegotiates the contract](#)

- 90 days before the contract end date, Fernando sees a task on his Home Page:



There is a reminder scheduled on the quote display field.

My Tasks						New
Complete	Date	Status	Subject	Name	Related To	
X	20/02/2018	Not Started	Contract Expiration	Matt Damon	C-0000000052	

The contract end date is displayed.

Fernando has a direct link to the contract

The user clones the contract and starts the negotiation with his customer.

To do so, the user clicks on **Clone**

Contract C-0000000052

Contract Line Items (1) | View Reports (2) | Competitive Insights (2) | Activity History (2) | Open Activities (1) | Google Docs, Notes, & Attachments (2) | Approval History (4) | Contract History (5)

Contract Detail Edit Delete **Clone** Sharing Submit for Approval

▼ Status

Draft → Pending approval → Approved → Rejected → Signed

▼ Main information

Contract Name	C-0000000052	Owner	Julien Andreoli [Change]
Visibility	Confidential	Status	Signed
Account Name	ACCOUNT TEST	GBU	Aroma Performance
Account Region	EMEA	BU	Aroma Ingredients
Contract start date	20/02/2017	Quote	Q-0000000983
Contract terms	12	Description	
Contract end date	20/02/2018	Signed by (Customer)	Matt Damon
Contract Renewal Alert	📢	Signed date (Customer)	18/02/2017
Expiration Notice	90 days	Signed by (Solvay)	Julien Andreoli
Contract Type	NDA	Signed date (Solvay)	18/02/2017
Negotiation period		Perimeter	WW

All the fields are pre-populated and contract line items are replicated when the user saves. The Status will be automatically set to **Draft**.

Contract Edit Save Save & New Cancel

Main information ! Required Information

Visibility	Confidential	Owner	Julien Andreoli
Account Name	ACCOUNT TEST	Status	Signed
Contract start date	20/02/2017 [20/02/2017]	GBU	Aroma Performance
Contract terms	12	BU	Aroma Ingredients
Expiration Notice	90 days	Quote	Q-0000000983
Contract Type	NDA	Description	
Negotiation period	--None--	Signed by (Customer)	Matt Damon
		Signed date (Customer)	18/02/2017 [20/02/2017]
		Signed by (Solvay)	User Julien Andreoli
		Signed date (Solvay)	18/02/2017 [20/02/2017]
		Perimeter	WW

Details

Plant		New contract	<input type="checkbox"/>
Key Account	<input type="checkbox"/>	Service	
Contract level	--None--	Amended on	[20/02/2017]
Annual volumes	10 000,00	Annual value	1 000,00
Unit of Measure	--None--	Currency	EUR - Euro

The user loads the price list in attachment of the contract.

Once he has saved, the user loads the price list.

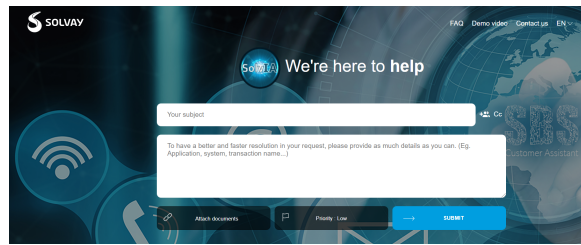
Google Docs, Notes, & Attachments Add Google Doc New Note **Attach File**

No records to display

- Select the File**
Type the path of the file or click the Browse button to find the file.
 Aucun fichier choisi
- Click the "Attach File" button.**
Repeat steps 1 and 2 to attach multiple files.
(When the upload is complete the file information will appear below.)
- Click the Done button to return to the previous page.**
(This will cancel an in-progress upload.)

Need help?

To request any support or if you have identified a bug or incident , please create a Freshdesk ticket using Solvia platform : <https://solvia.solvay.com/>



you can copy users with email address , default priority is Low , then Submit . We advise you to put keywords in subject to ease dispatching to correct Agent : CRM - Complaint for example