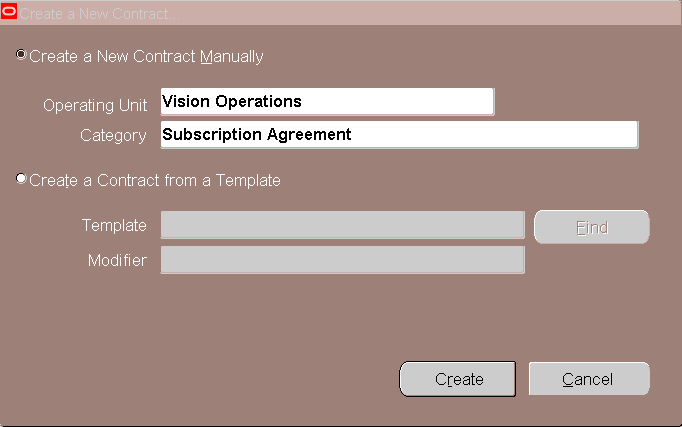
**Navigation:** Service Contracts Manager, Vision Enterprices 🡪 Contract Adminstration 🡪 Launch Pad

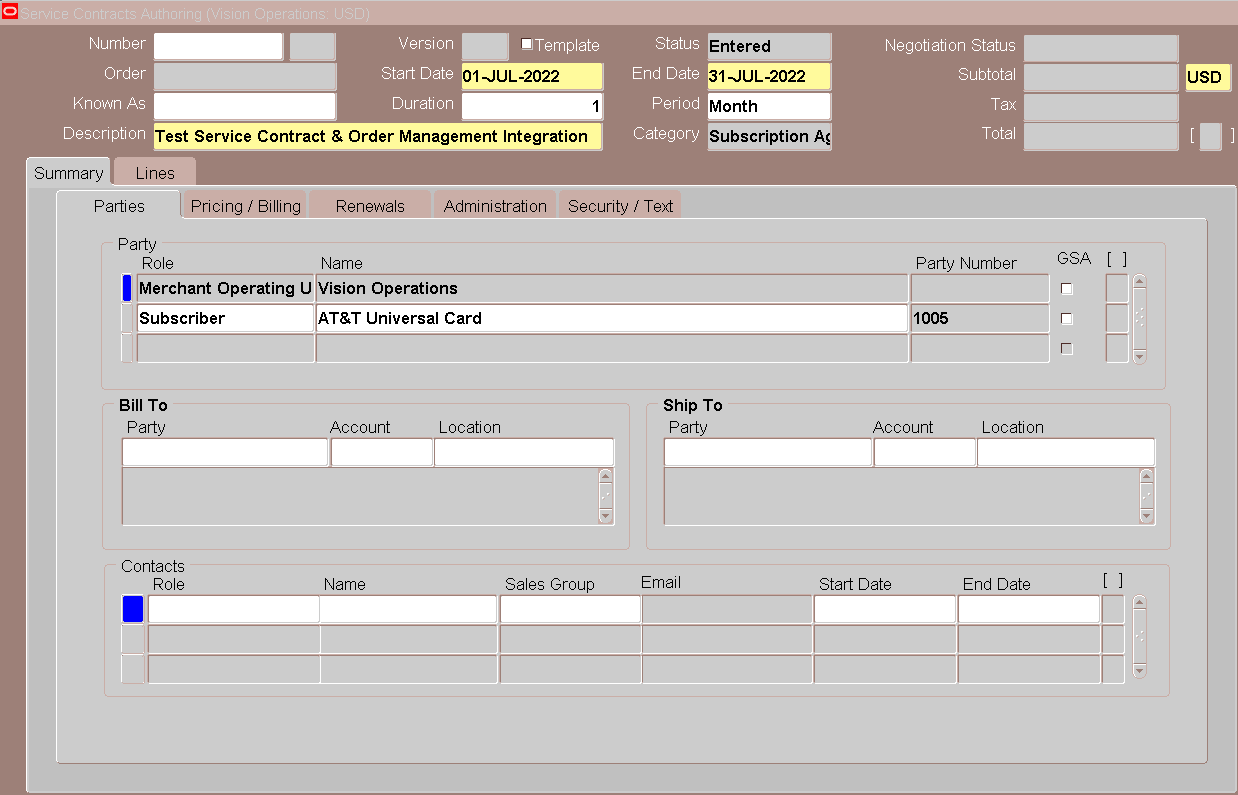
Select Operating Unit as Vision Operations and Category as Subscription Agreement



Click on Create

Enter the Contract Service Start Date and End Date

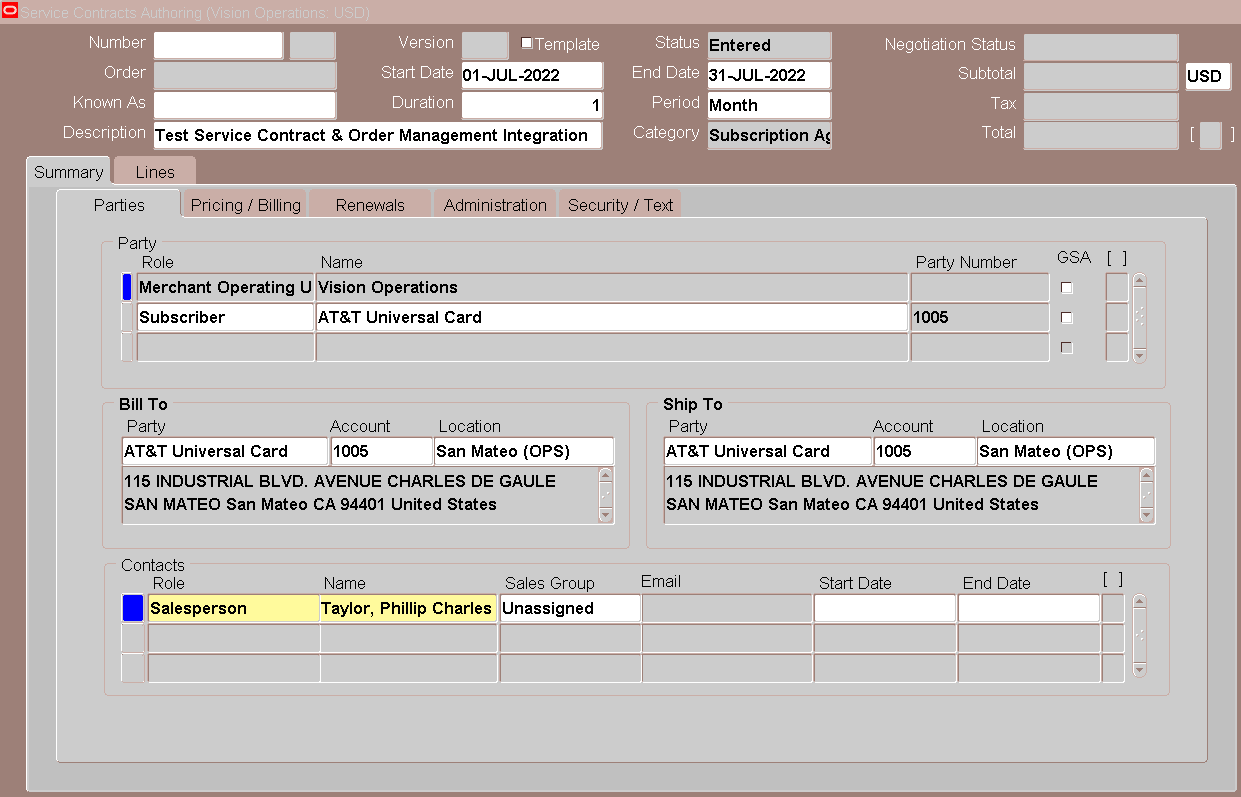
Enter the Description



Click in Role

It will Populate Merchant Operating Unit

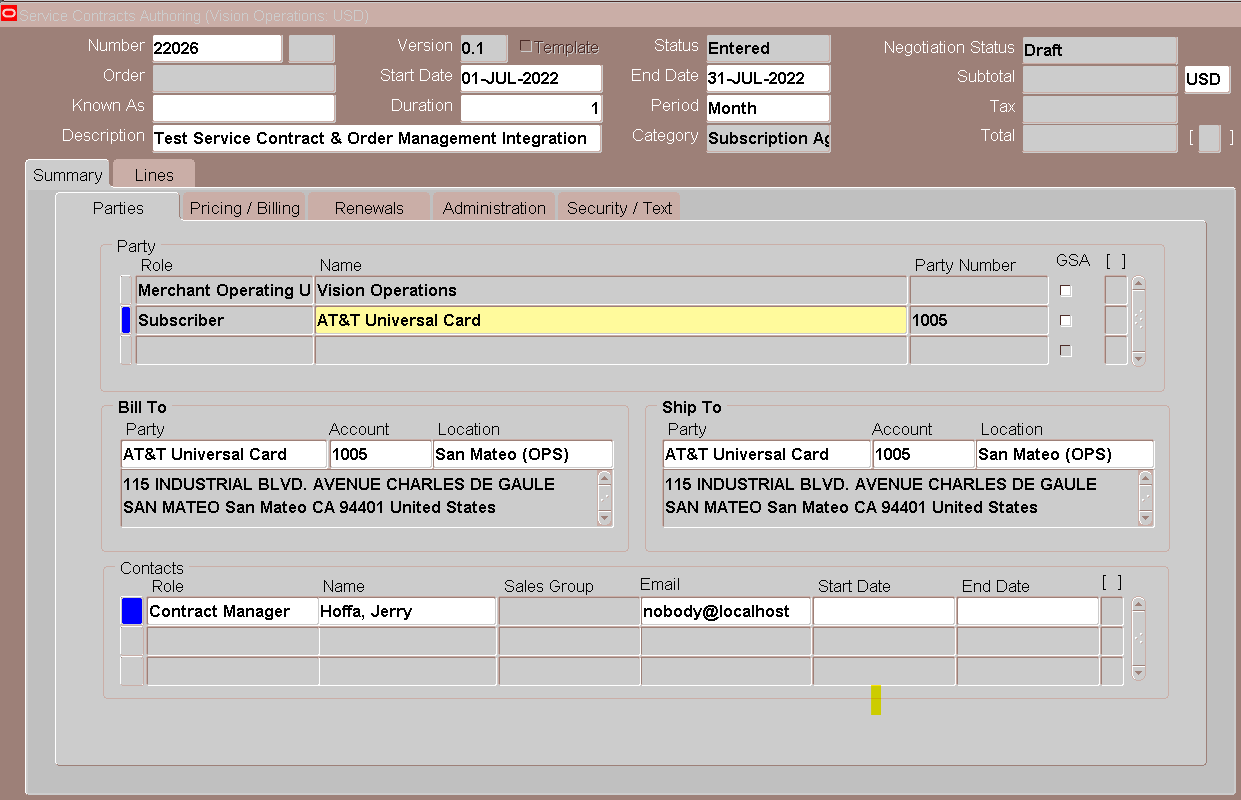
Select Role as Subscriber and Select Customer as Subscriber



Select Bill To and Ship To Customer and Location

Select Role as Salesperson

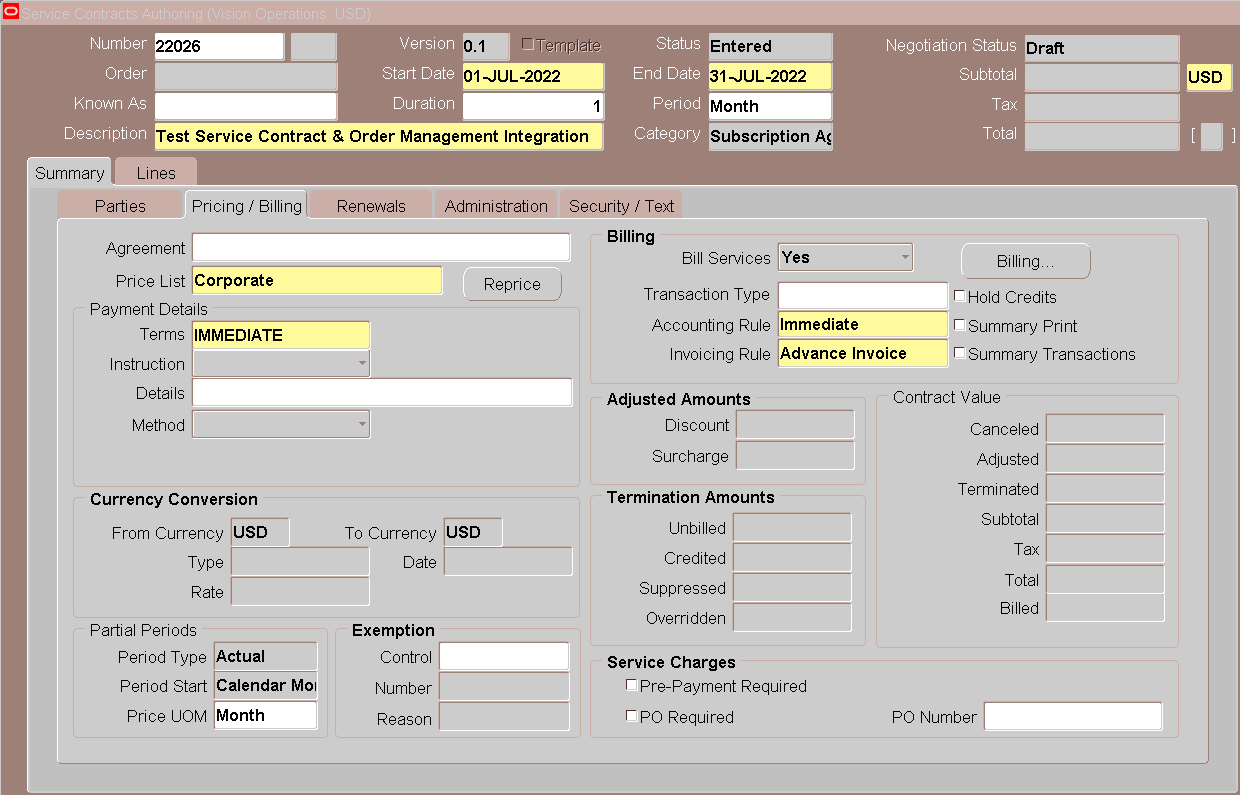
Select Name for Salesperson



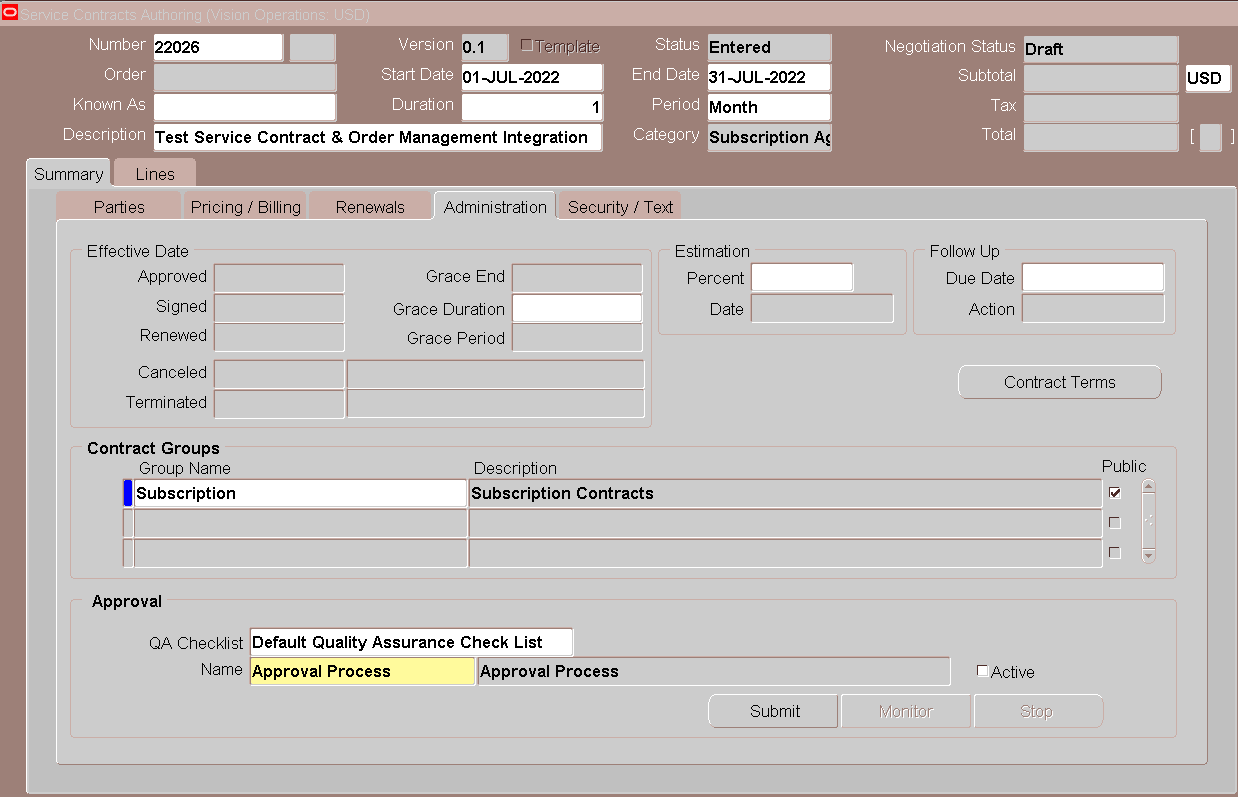
Click on Subscriber

Select Role as Contract Manager

Select Name for Contract Manager

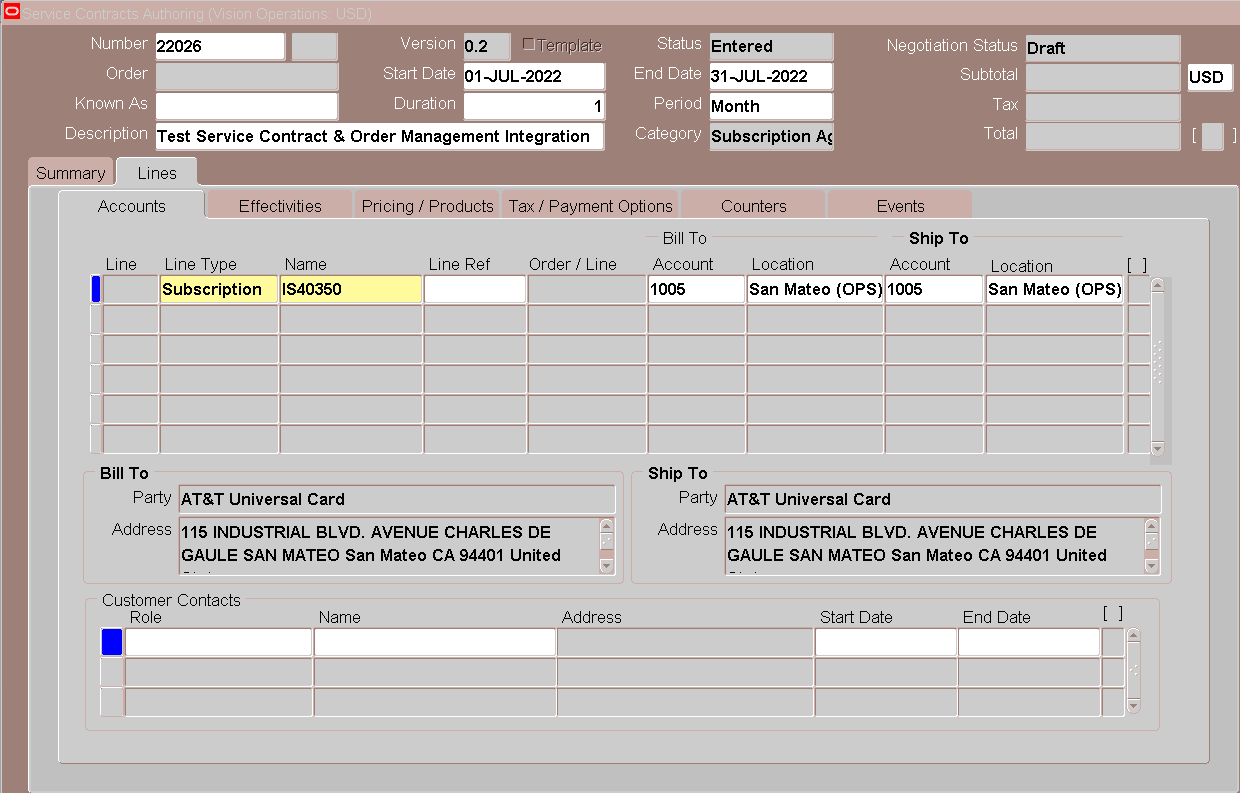


Select for Price List, Terms, Accounting Rule and Invoicing Rule



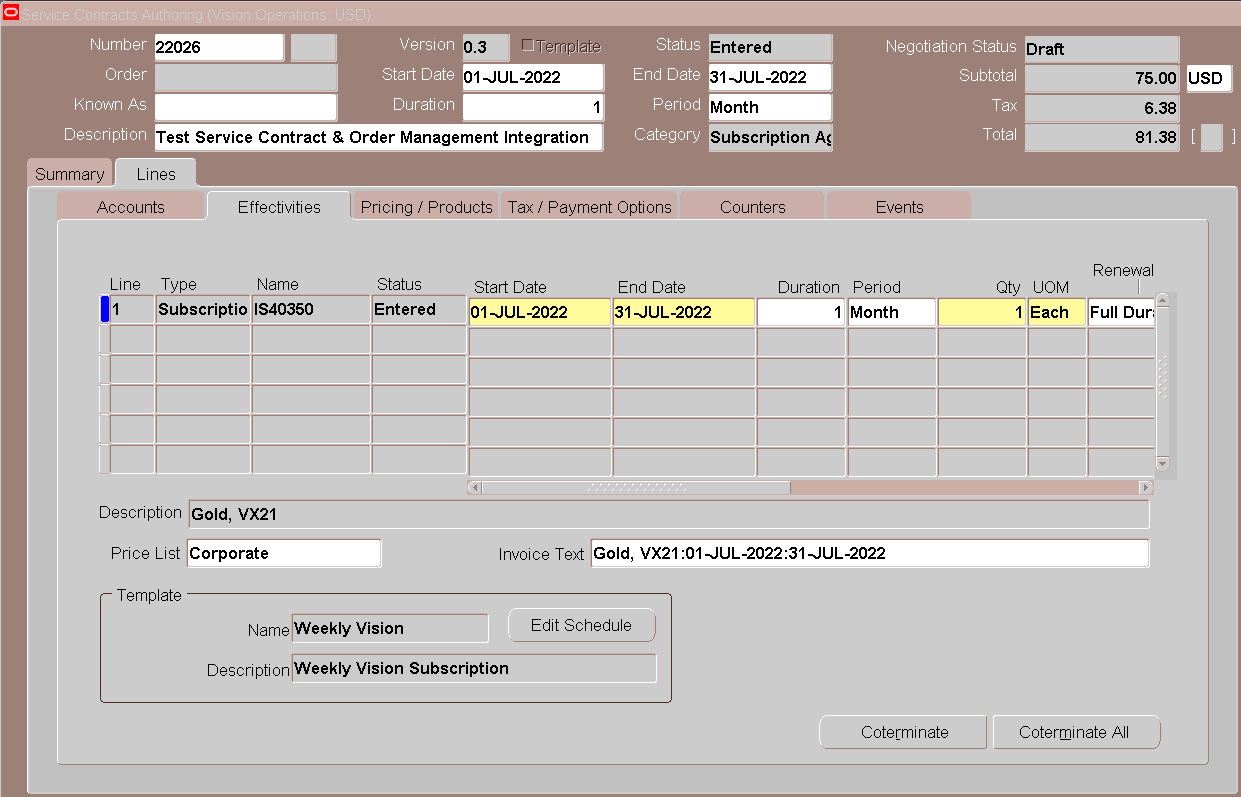
Select Group Name as Subscription

Select Approval Name as Approval Process



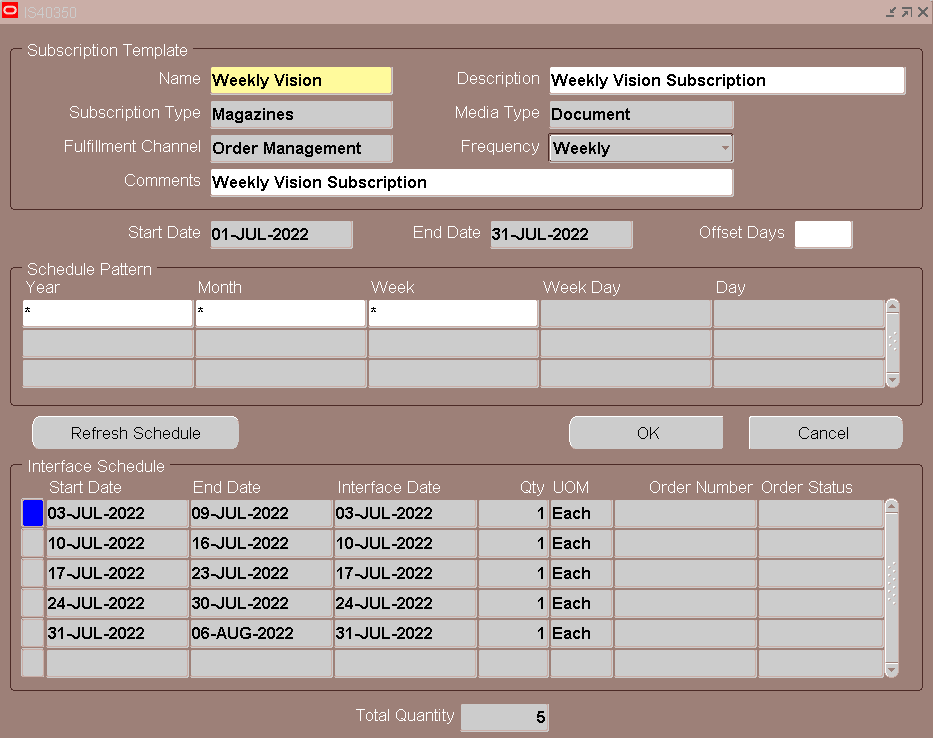
Go to Lines Tab

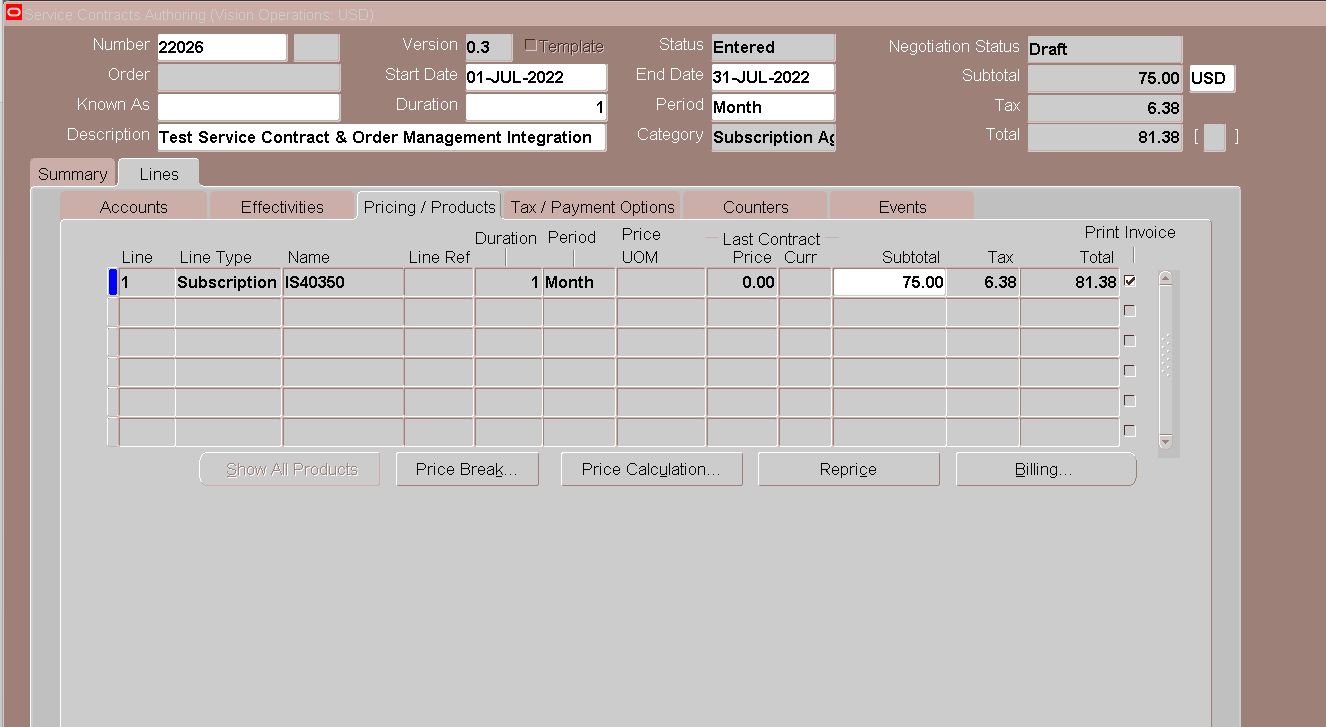
Select Subscription Item



Go to Effectivities

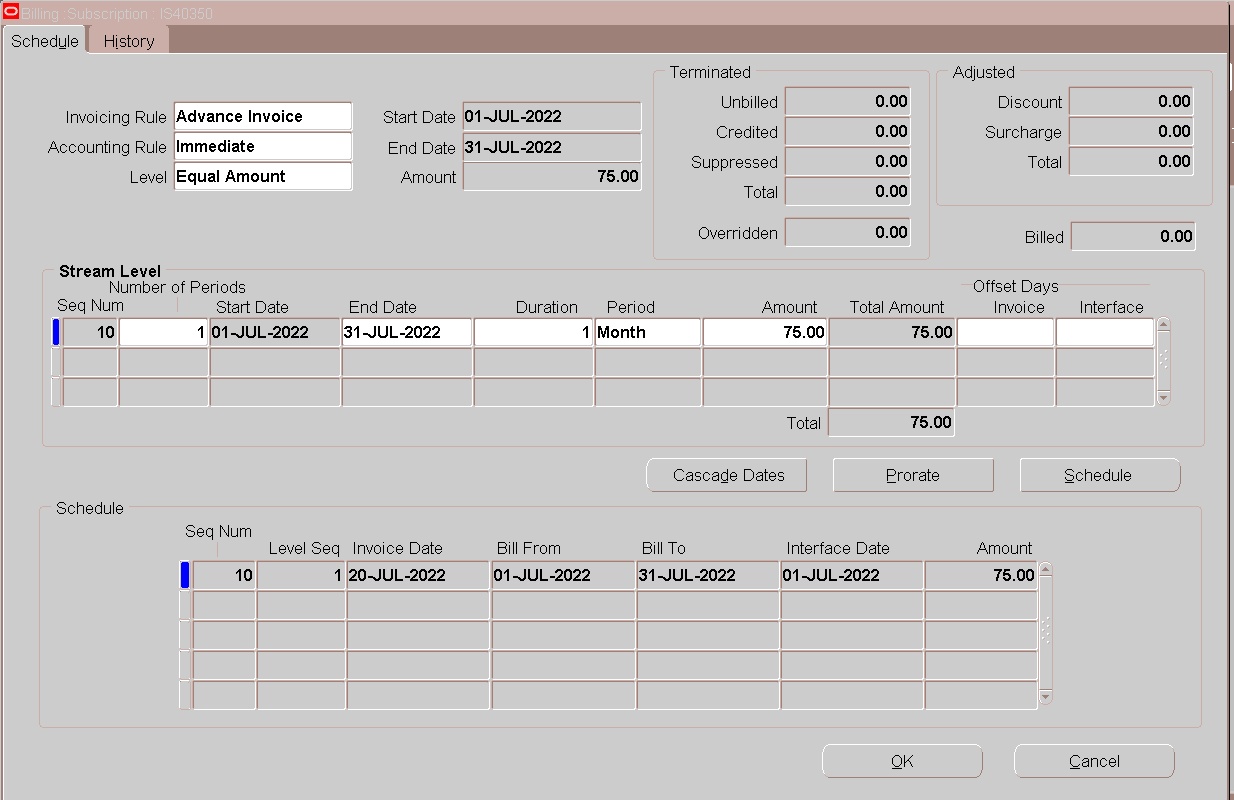
Click in Edit Schedule





Click on Pricing/Products Tab

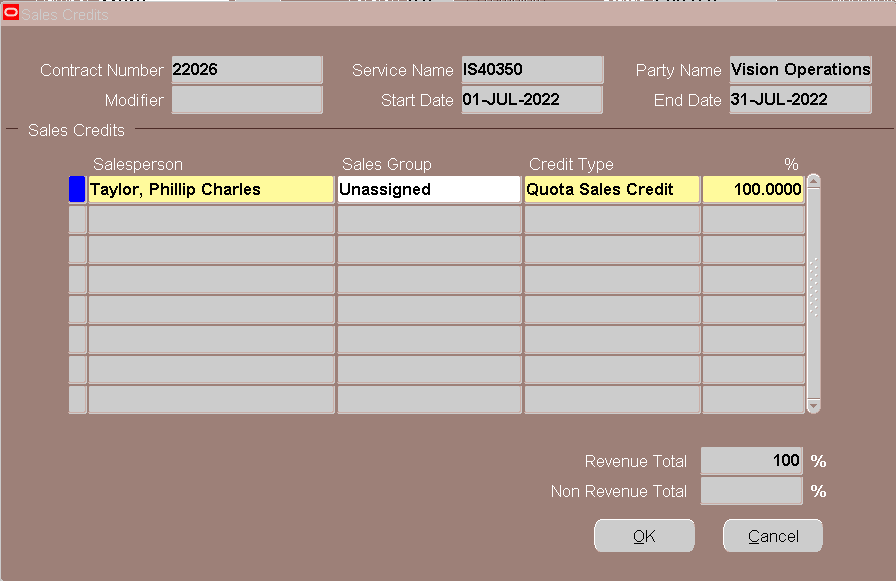
Click on Billing



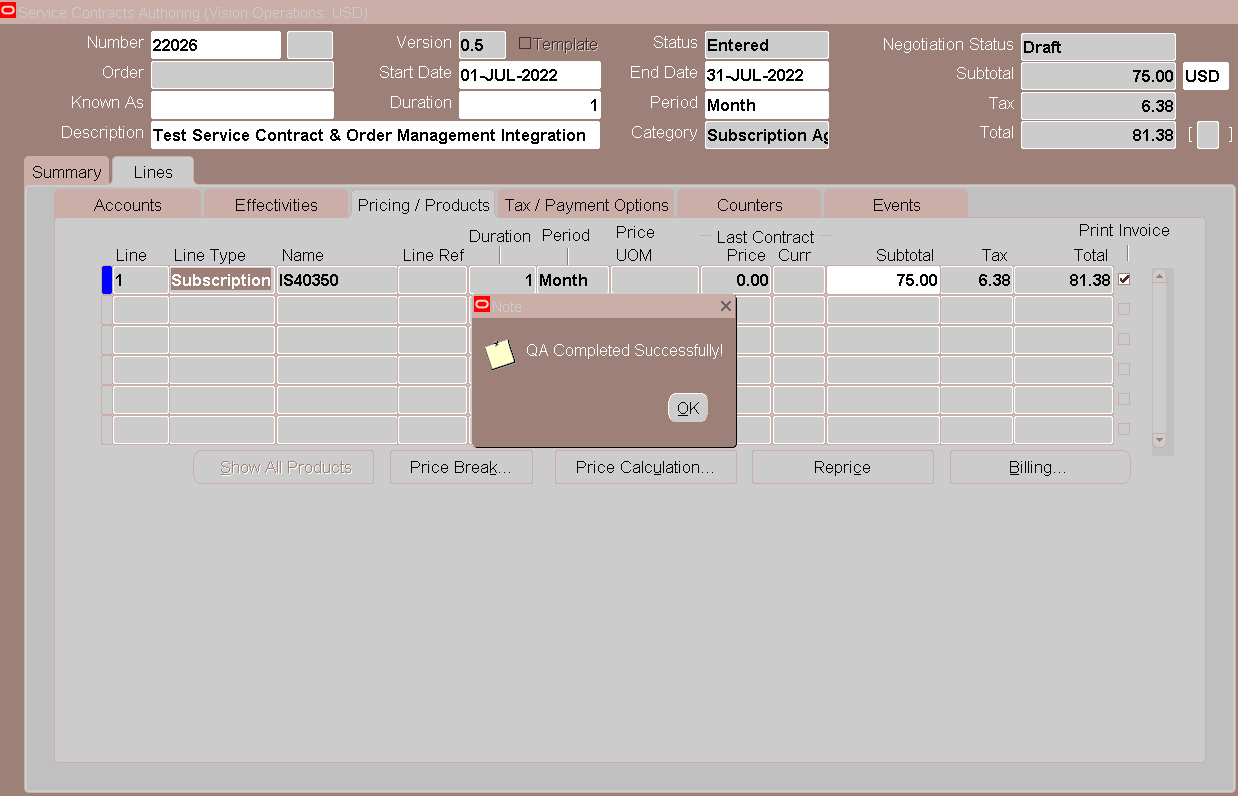
Click On Schedule

Click on OK

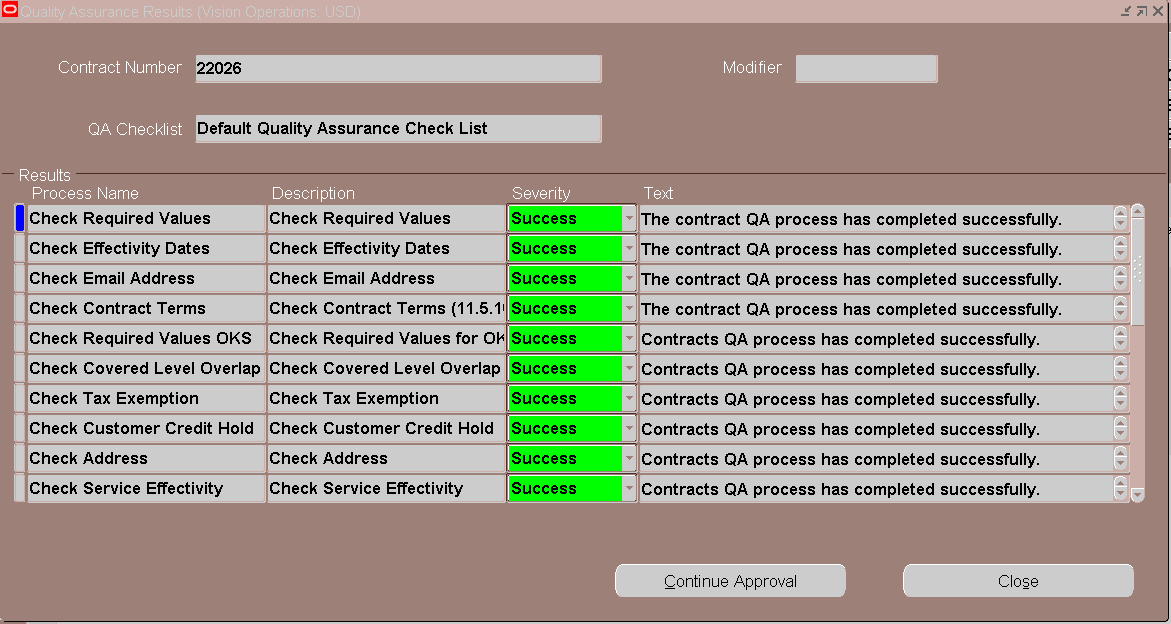
Go To Tools 🡪 Sales Credit



Go to Tools 🡪 Check QA



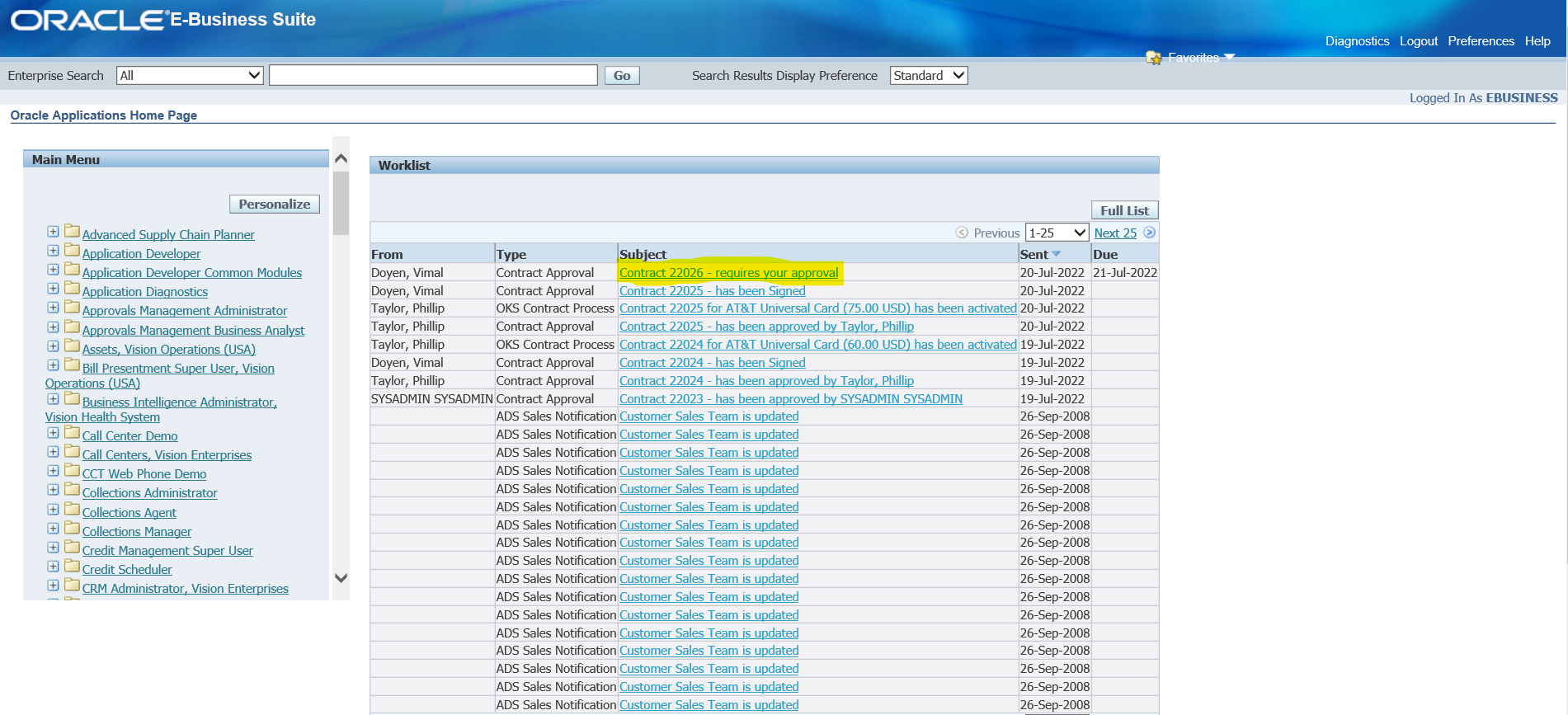
Go To Actions 🡪 Submit for Approval



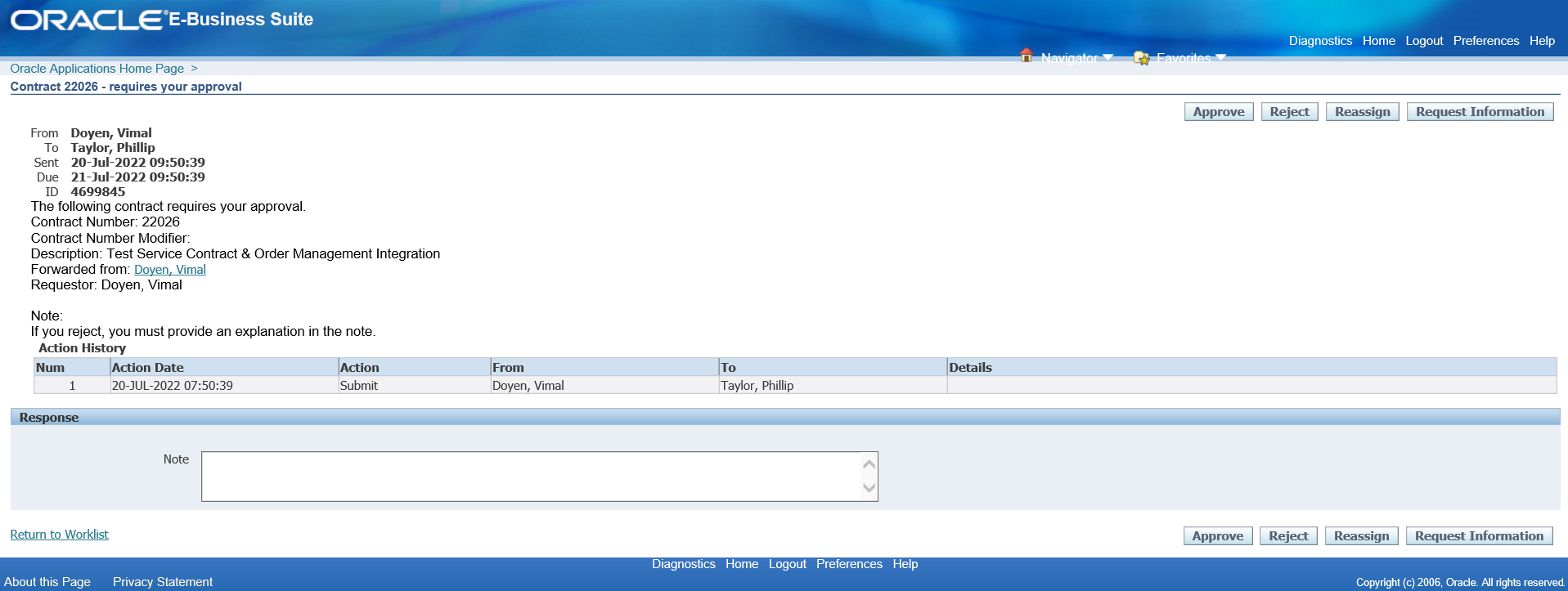
Click on Continue Approval



Login with Sales Person

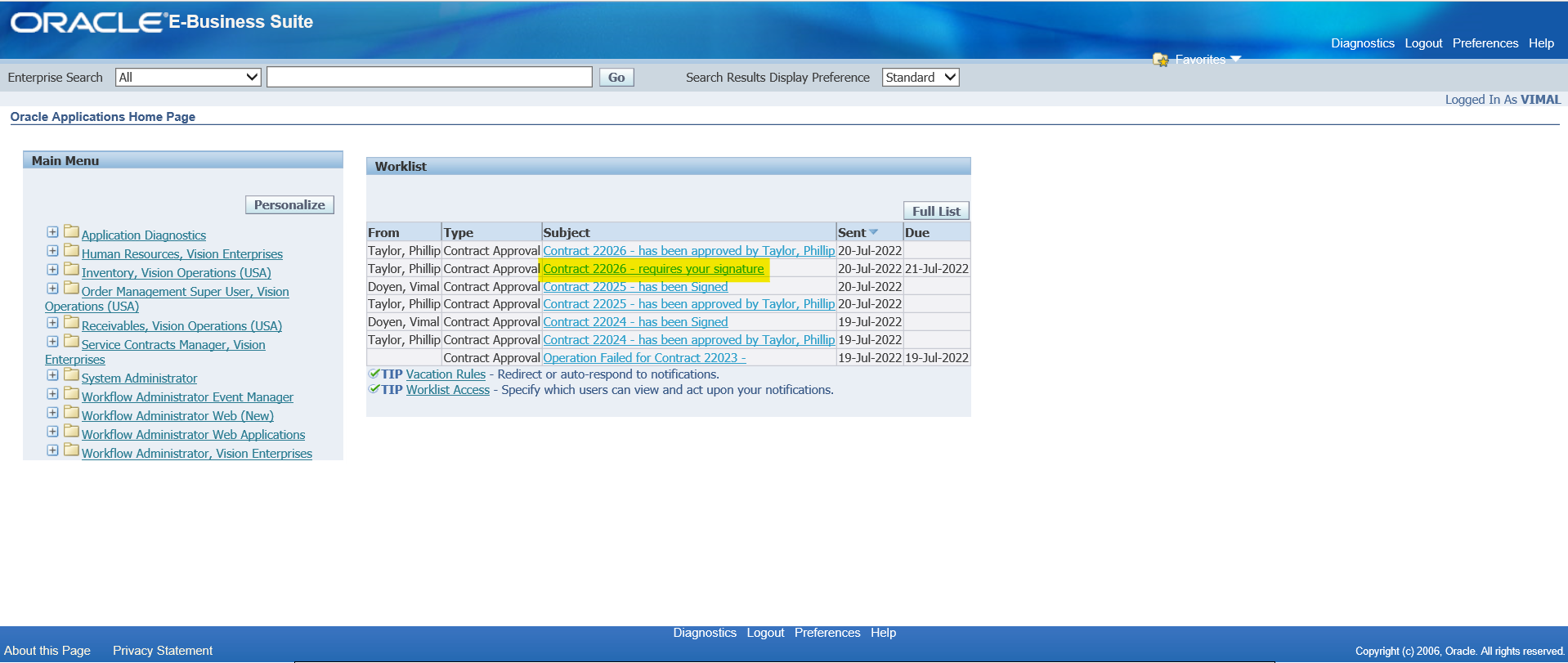


Click on the Contract Approval Notification

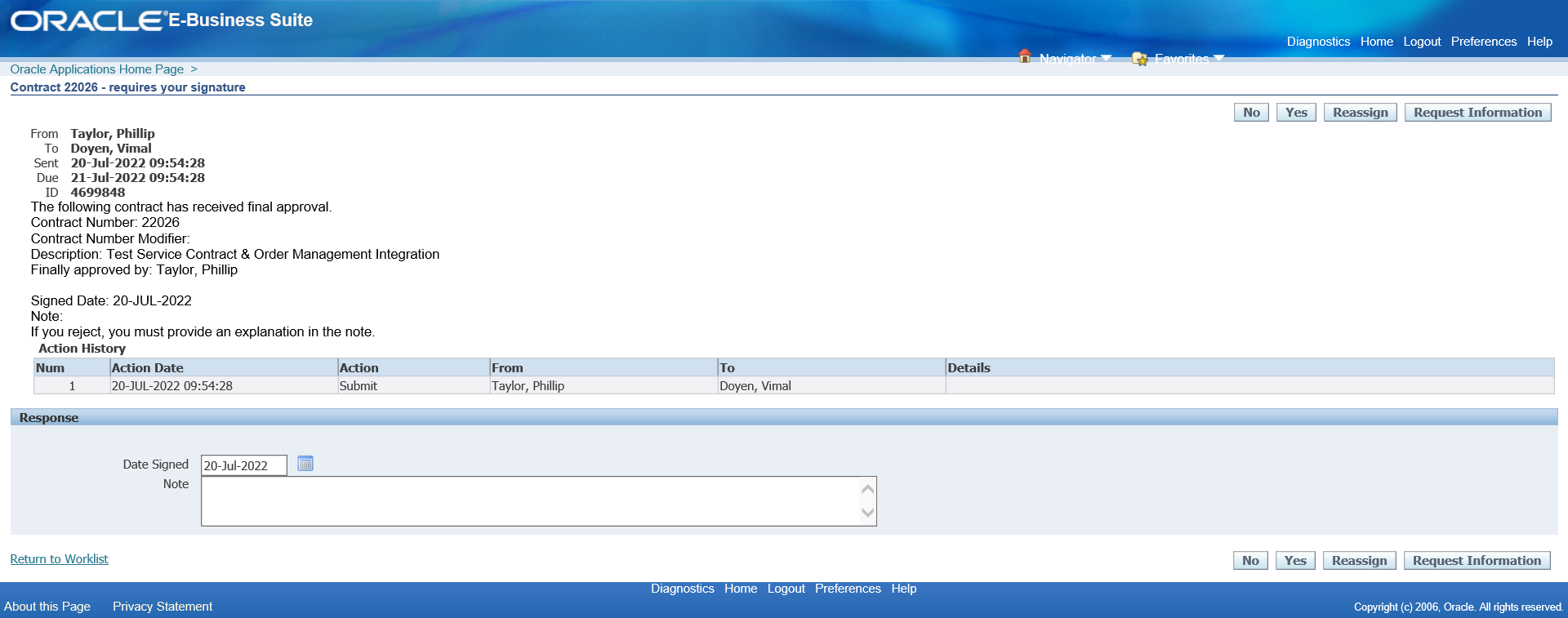


Click on Approve Button

Login with User



Click on the Require Signature Notification



Click on Yes

Check the Service Contract Status



Run- Service Contracts Subscription Fulfilment Program

