

Delivery and Return Schedule

Last Modified on 15/04/2026 4:47 pm EDT

The Delivery and Return Schedule provides a view of all confirmed bookings, including equipment headers with assigned dates and times, along with any associated purchase orders (optional) for delivery or return pickup.

This schedule enables warehouse staff to see an up-to-the-minute overview of all inbound and outbound activity for a given date range. During busy periods, it helps keep staff informed and allows them to adjust freight and bookings as needed.

An optional refresh timer can be enabled to automatically update the schedule on screen. The schedule includes bookings, transfers, and cross rentals where the freight is marked as 'We Deliver' or 'We Pickup' and the booking status is confirmed. Bookings marked as 'Customer Pickup' or 'Customer Return' are not displayed.

Refer to the 'Parameters' section below for details on the settings that affect the schedule display.

Daybook

The Daybook displays a listing of all bookings scheduled to be delivered or returned to the warehouse that day within the date range selected.

- If headings have their own dates and times, each heading will display as a separate entry.
- Toggle the Full/Collapsed icon for either a portrait or collapsed view of each entry

The screenshot shows the RentalPoint3 Daybook interface. At the top, there is a navigation bar with the RentalPoint3 logo, version information (DB [12.1.8.0] Rev [7749]), and a user profile (mandy@rentp.com). Below the navigation bar, there are tabs for Reports, Assets, Setup, Others, and Help. The main content area is titled "Daybook" and features a date range selector (2026/03/07 to 2026/04/22) and a "Full" toggle button highlighted with a red arrow. Below the date range, there are icons for Open, Print, Work, and View. A search bar is located on the right side of the interface. The main data area is a table with the following columns: Date, BAY #, ShowName, Booking No, Equipment Modified, Organisation, Address, and Via. The table contains 10 entries, with the first entry being "Thu 80/01/03 0120" and the last entry being "Thu 20/08/27 0800". At the bottom of the table, there is a pagination bar showing "Showing 1 to 10 of 722 entries" and a "Previous" button followed by page numbers 1, 2, 3, 4, 5, ..., 73, and a "Next" button.

Date	BAY #	ShowName	Booking No	Equipment Modified	Organisation	Address	Via
Thu 80/01/03 0120		asdfasdfsdf	BG20000003				In via UPS
Wed 13/09/04 2300		asdfasdfsdf	BG20000003				Out via UPS
Wed 13/09/04 2300			SPEN00009		Source Personnel		Out via We Deli
Tue 13/09/10 0901	5		MYTEST00062	26/04/15 03:12	MyTest		Delivery via We
Tue 20/08/18 0000	4		THESHOW00005	26/04/15 03:12	The show company		Delivery via We
Sat 20/08/22 0900			300100035	26/04/15 03:16	Inhouse Systems	944 Powerline Rd. Paris BRANT ON Canada	Delivery via FEI
Sat 20/08/22 0900			MYVEND00014		my vendor	671 Glenmorris Rd W Brant ON canada	Out via FEDEX
Sat 20/08/22 0900			MYVEND00015		my vendor	671 Glenmorris Rd W Brant ON canada	Out via FEDEX
Wed 20/08/26 1800			300100035	26/04/15 03:16	Inhouse Systems	944 Powerline Rd. Paris BRANT ON Canada	Pickup via UPS
Thu 20/08/27 0800			T00000000084		From Location : 1 - Calgary, To Location : 0 - Toronto		TRANSFER OL

Daybook

🔍 ☰ 2026/03/07 2026/04/22 🔄 📄 📄 📄 📄 Collapsed

🔗 Open 🖨 Print 🏠 Work 👁 View

Show 10 entries

Date	BAY #	ShowName	Booking No	Equipment Modified	Organisation
Thu 80/01/03 0120		asdfasdfsdf	BG20000003		
Wed 13/09/04 2300		asdfasdfsdf	BG20000003		

Room

Via Out via UPS

Truck

Driver

Truck Date

Project -MYPROJ - my project

Printed No

Delivery/Return Booking Delivery

Crew List

Wed 13/09/04 2300			SPEN00009		Source Personnel
Tue 13/09/10 0901	5		MYTEST00062	26/04/15 03:12	MyTest
Tue 20/08/18 0000	4		THESHOW00005	26/04/15 03:12	The show company
Sat 20/08/22 0900			300100035	26/04/15 03:16	Inhouse Systems
Sat 20/08/22 0900			MYVENDOR00014		my vendor

🌐 All 👤 Operator 👤 Salesperson 👤 Project Manager

Scope

1. Use the filter icon to select which deliveries and returns are displayed on the schedule.
2. Set your preferred date range based on the 'Dates Required' option in the filter.

RentalPoint3 DB [12.1.8.0] Rev [7749]

Daybook

2026/03/07 2026/04/22 Full

Show 10 entries 1

Date BAY

Thu 80/01/03 0120

Schedule Filters

Booking Filter

- All
- Trucks
- Projects

Dates Required

- Warehouse Out and In
- Delivery and Pickup
- Load dates (Wh Out/Pickup)

Include

- Completed Bookings
- Late Deliveries>Returns
- Customer Pickup/Return

Exclude

- Rentall Bookings
- Sale Bookings
- POs
- Headings
- Cross rentals
- Transfers
- Cross rentals, no equip

Time Span

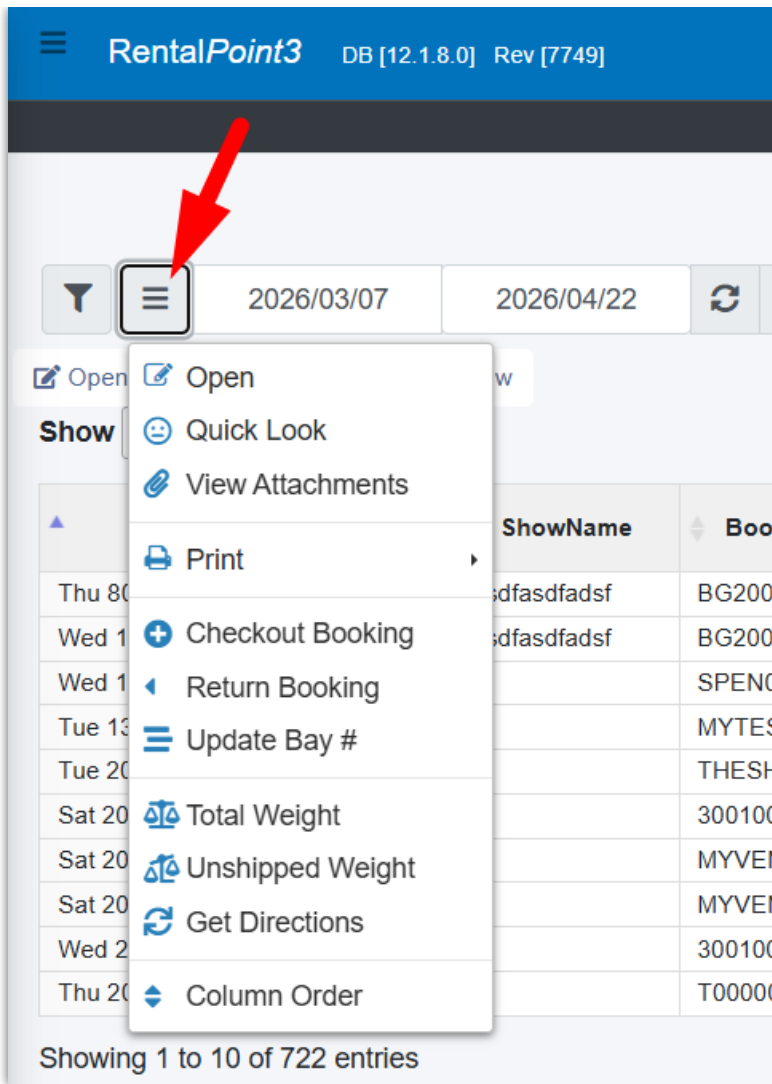
Days to look back 39

Days to look forward 7

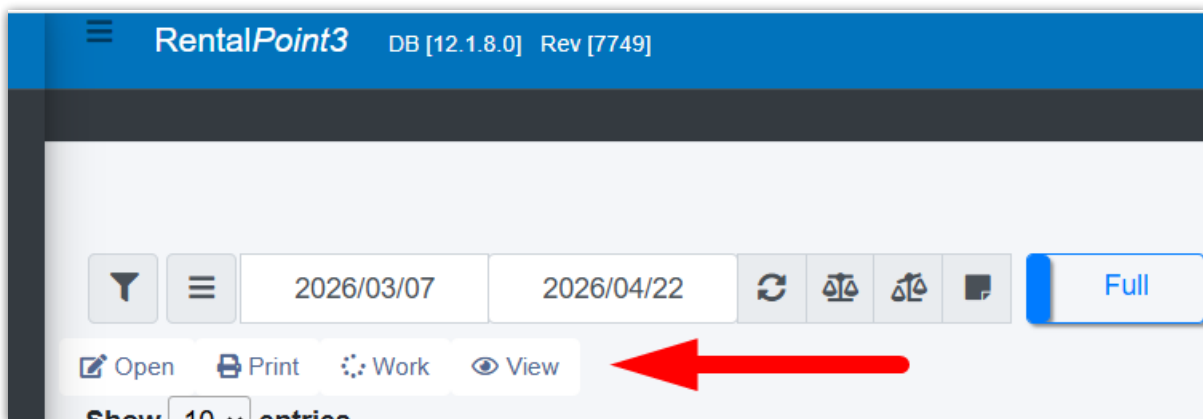
Ok

Menu

Use the hamburger menu option to access other operations for any line

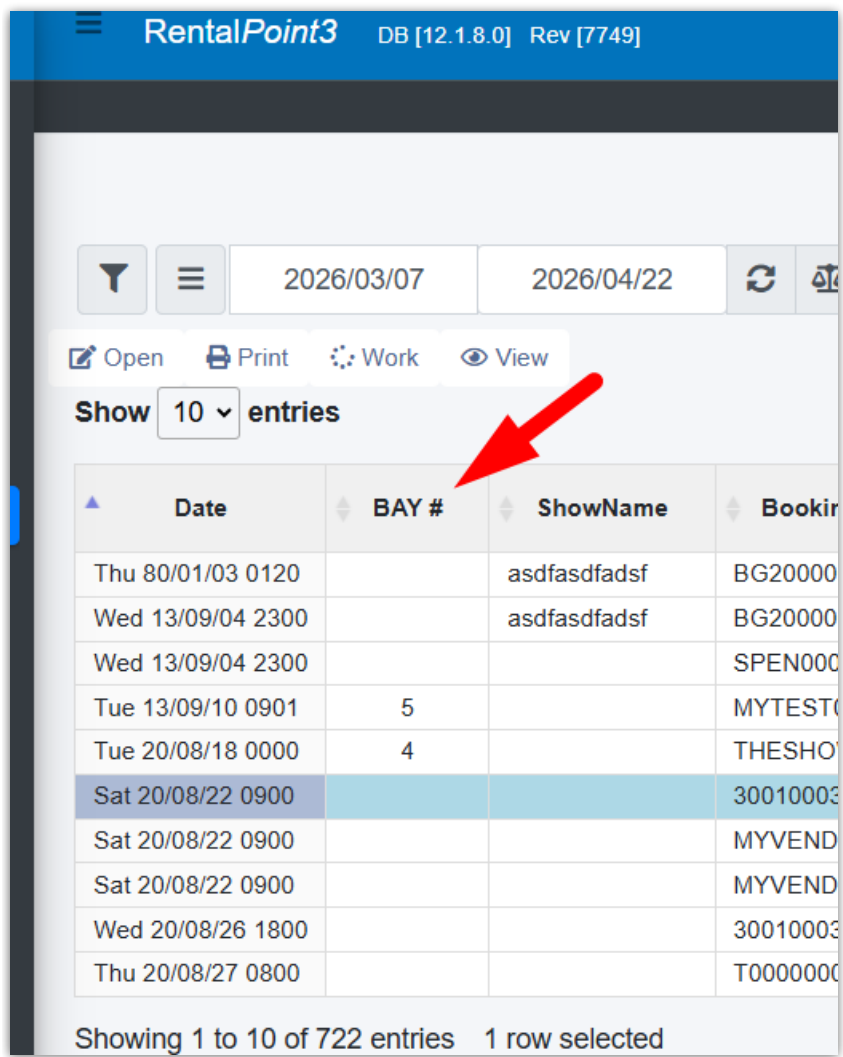
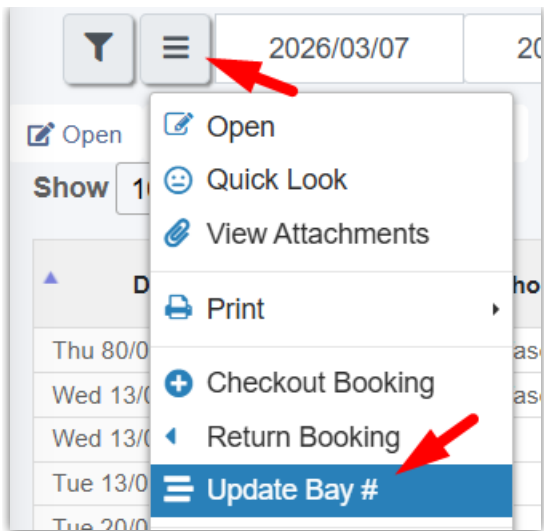


The same options are sorted under different headings for easier access if needed



Bay

This option allows you to assign a warehouse bay number to each delivery line, helping streamline the process of locating specific deliveries.



Column Order

This option allows you to customize the grid's column order to better align with your company's needs.

Refresh the page after making changes to see the updated layout.

2026/03/07

Open

Show 1

Print

Checkout Booking

Return Booking


Update Bay #

Total Weight

Unshipped Weight





Get Directions

Column Order



Column order ✕

Move columns into the desired order

Date
BAY #
ShowName
Booking No
Equipment Modified
Organisation
Address
Room
Via
Truck
Driver
Truck Date
Project
Printed
Delivery/Return
Crew List

Booking Notes

Highlight any entry and toggle the notes option to see Booking or General notes for the entry

Daybook

2026/03/07 2026/04/22 Full

Booking Notes: security will be onsite, power provided

General notes for the day

Show 10 entries

Date	BAY #	ShowName	Booking No	Equipment Modified	Organisation	Address	Via
Thu 80/01/03 0120		asdfsdf	BG20000003				In via UPS
Wed 13/09/04 2300		asdfsdf	BG20000003				Out via UPS
Wed 13/09/04 2300			SPEN00009		Source Personnel		Out via We Deli
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Sat 20/08/22 0900			300100035	26/04/15 03:16	Inhouse Systems	944 Powerline Rd. Paris BRANT ON Canada	Delivery via FEI
Sat 20/08/22 0900			MYVEND00014		my vendor	674 Glenmorris Rd W Brant ON Canada	Out via FEDEX

Booking Weight

Highlight any entry, then toggle the weight options to see total booking weight and total unshipped weight.

Daybook

2026/03/07 2026/04/22 Full

Booking Notes: security will be onsite, power provided

Show 10 entries

Date	BAY #	ShowName	Booking No	Equipment Modified	Organisation	Address	Via
Thu 80/01/03 0120		asdfsdf	BG20000003				In via UPS
Wed 13/09/04 2300		asdfsdf	BG20000003				Out via UPS
Wed 13/09/04 2300			SPEN00009		Source Personnel		Out via We Deli
Tue 13/09/10 0901	5		MYTEST00062	26/04/15 03:12	MyTest		Delivery via We
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Sat 20/08/22 0900			300100035	26/04/15 03:16	Inhouse Systems	944 P	944 P
Sat 20/08/22 0900			MYVEND00014		my vendor	671 G	671 G

Message: Total weight of booking (300100035) : 29.0000000000146 lbs

Close

Parameters

- **Operational Parameter 50** - Automatic Refresh of Schedule Daybook. This option enables automatic refresh of the schedule daybook grid. If enabled, a second prompt determines if the refresh interval for all users. Enabling this option on systems with a large number of bookings will slow response time and performance.
- **Operational Parameter 70 - Display PO Pickups in Schedule** - If the freight option in a PO is set to 'We Pickup', then it will display on the truck schedule and delivery return schedule. The PO must meet the following criteria to display on the schedule:

- Cannot be archived
 - Freight is set to 'We Pickup'
 - Is approved
 - Is not received
 - Date Required is the same as the date criteria on the schedule
 - Flagged as 'include on schedule'
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