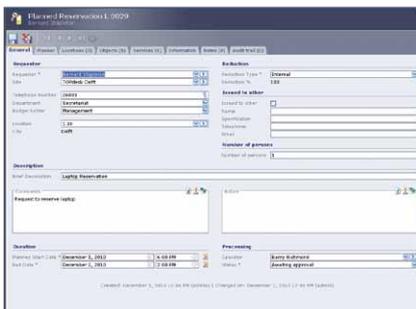


Reservations and Lease management

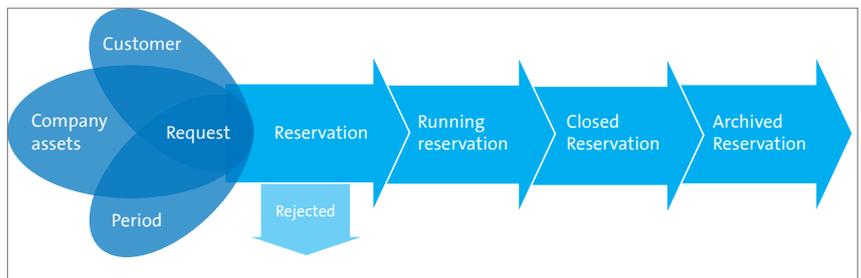
The Reservations & Lease management module provides insight into the availability, planning, costs and agreements of all your company assets. This can concern every object you have registered in TOPdesk, ranging from laptops, projectors and software, to meeting rooms, catering and company cars.



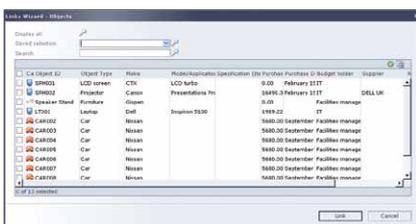
▲ Placing a reservation in TOPdesk in just a few clicks.

The Reservations and lease process is integrated with the Asset management (Configuration management) module, providing perfect insight into which assets have been reserved, when, by whom, and at which price. All this information is presented in attractive schedules – at a single glance you see which assets are available for reservation in a certain period.

Your clients can make a reservation for one or more assets and will receive a confirmation email. The employee who has to process the request will receive a work order.

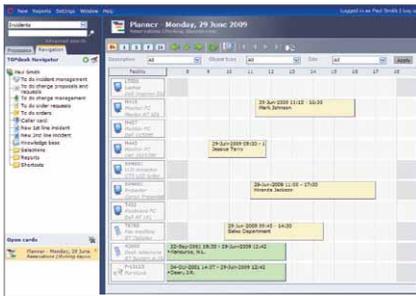


▲ The reservation process in TOPdesk.



▲ Easily link an item in TOPdesk to your reservation.

Via a to do list or a planning schedule you will be kept up to date on the reserved objects and current contracts. They provide a clear overview of pending issues. Work orders can be generated for example per day or per operator.



- ▲ *One off, recurring and irregular reservations can all be registered in the TOPdesk planner.*

In addition, the Reservations and Lease management module includes the standard TOPdesk functionalities, such as freely definable tabs, authorisation management, overviews, a Notes tab containing a file linking system, the selection system, the search wizard, zooming possibilities and reports. The Reservations and Lease management module can be purchased as a separate module.

Service Management Simplified

TOPdesk believes in the power of simplicity. Every day, millions of demanding users across 45 countries trust in TOPdesk as their service management solution. TOPdesk is among the top five service management tools worldwide.

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Free demonstration or more information?

We would be pleased to show you what TOPdesk can do for your organization or provide you with more information.

You can reach us by telephone on +44 20 7803 4200 or by email at info@topdesk.co.uk.