

HOW TO USE THE TRIP RATE CALCULATOR

For best results please read all instructions first.

On opening the app you will come to the "Trip Rate Estimator" page.

Select: top left corner of screen for popup menu

From popup menu view select:

- Trip Rate Estimator
- Manage Prime Movers (Vehicles)
- Manage Trailers
- Previous Trips
- Change Currency
- Main Vehicle Type - (Prime Mover, Vehicle)
- Instructions

Trip Rate Estimator

From the Select Vehicle Menu you will need to select a vehicle, trailer or combination of both. This will then be seen on the Trip Estimator screen below or to the right of the Job Title depending on app format.

On the Trip Rate Estimator page enter required information.

- Job title or (address of client)
- Fuel Consumption Loaded
- Fuel Consumption Empty
- Fuel Cost
- Desired Rate of Return: This is the percentage amount of return you require on your investment. (This amount should be at least the same as you would get if your money was left in the bank to collect interest)
- Chargeable Distance of Trip: This is the distance you can charge for, it should not include travel to and from jobs to depot, or travel between jobs
- Total Distance for Trip: This is all distance traveled including any dead running
- Tonnes / Head / Number Per Load: If you back load you must add that amount as well. E.g. the amount on the outbound trip plus the amount on the return trip.
- Loaded Travel Hours
- Average Speed Loaded (calculated from loaded travel hours)
- Empty Travel Hours
- Average Speed Empty (calculated from empty travel hours)
- Suggested Driving Hours (calculated from your estimated time driving)
- Average Speed Loaded
- Loaded Travel Hours: (calculated from loaded travel speed)
- Average Speed Empty
- Empty Travel Hours: (calculated from empty travel speed)
- Suggested Driving Hours (calculated from estimated travel speed)
- Loading and Unloading Time: (time spent loading and unloading including waiting time)
- Driving Time
- Half an hour allowance each day for on road maintenance e.g. Fueling, and Tyre checks.
- Hours to be Worked Each Day
- Hours for Total Round Trip
- Suggested Total Hours: Based on travel hours
- Suggested Total Hours: Based on travel speed

Breakeven Costs (**ONLY SELECT and ENTER INFORMATION INTO ONE BOX**)

- Need to Charge / Distance: (enter a value, should be equal to or greater than values below).
Prime Mover
Prime mover and Trailer
- Need to Charge / Hour: (enter a value, should be equal to or greater than values below)
Prime Mover
Prime mover and Trailer
- Cost / Load: (enter a value, should be equal to, or greater than values below)
Prime Mover
Prime mover and Trailer
- Need to Charge / Item: (enter a value; should be equal to or greater than values below).
Prime Mover
Prime mover and Trailer

Once you have entered in a price for your trip you will then see below:

- Amount to be invoiced: This is the price you will charge for the trip.
- Breakeven charge: This is the minimum that can be charged without incurring a loss. (There is no profit or return on investment)
- Extra profit: After all costs and return on investment, this is the extra you will receive.

At this point in the app if you are happy with the price you can now email the report to yourself or the office. This function also saves trip/job information to "Previous Trips".

Email Report

From bottom left of screen "Forward Report to Email"

This function also saves trip/job information to "Previous Trips".

Metric / Imperial

SELECT

Bottom Right of screen Metric / Imperial

This will ONLY change the symbol you have chosen to use, it will not convert from one system to another.

Manage Prime Movers (Vehicles)

On the Trip Rate Estimator Screen

Select: top left corner of Trip Rate Estimator screen for popup menu

From menu view select:

- **Manage Movers (Vehicles)**

On the Vehicles page you can either EDIT or ADD a new vehicle by selecting the edit or Add in the top right corner, select a previously saved vehicle or returning to the Trip Rate Estimator page by selecting the "<" arrow on the top left of screen.

If you added a new vehicle select the new vehicle icon, this will take you to the vehicle details screen. The same can be done if you wish to edit a previously saved vehicle.

- **Entering Vehicle Details**

Enter the vehicle details in the boxes:

- Vehicle Name: Registration or fleet number
- Priced Purchased: The amount you purchased the vehicle including any government charges
- Year Purchased: This is the year purchased not the year manufactured
- Price to replace vehicle in original condition: The age, specifications and condition you bought it in
- Salvage value year end; (the amount you can expect to get if you sold your vehicle at the end of the year)
- Annual operating distance
- Annual operating hours: (if applicable)
- Amount of purchased finance: the amount you may have had to borrowed
- Number of years to repay loan
- Number of payments per year
- Insurance: yearly cost of insurance
- License: yearly cost of licensing

Driver Labour Costs: SELECT from popup screen

- a. Normal time hourly rate. **Note;** 7.6 hours at normal rate, 2 hours at time and one half, the remainder at double time.
 - b. Flat hourly rate
 - c. Money per distanced travelled e.g. (Cents per kilometer)
 - d. Per trip
 - e. Per day
- Payroll Tax; (this is a percentage if required to pay)
 - Workers Compensation Insurance; cost for drivers insurance
 - Superannuation; if required, currently in Australia 9.5%

Calculations for Paid Leave

- Number of days worked per week. e.g. 5 days or 5.5 days
- Number of Paid Annual Leave Days Per Year. e.g. 20 days weekends not included
- Percentage Paid on Holidays (Holiday Loading Rate). in Australia this is 17.5%
- Number of Paid Public Holidays per Year. in Australia this is 10 days per year
- Number of Paid Sick Days Per Year. in Australia it is currently 10 days

Tyre and Brake Cost

- Number of tyres: only on this vehicle
- Tyre wear out rate distance
- Cost per Tyre
- Brake wear out rate per distance: e.g. 2 sets of brake shoes to 1 brake drum and a set of bearings and seals
- Number of axles
- Cost of brakes per axle: e.g. 2 sets of brake shoes to 1 brake drum and a set of bearings and seals

Service Costs

You can select one type of service over another at this point.

Select "Distance Intervals" or "Hour Interval".

The following is an example of service intervals;

- Service every 10,000 Distance
 - Service every 25,000 Distance
 - Service every 50,000 Distance
- or
- 250 hours
 - 500 hours
 - 1000 hours

If you enter the cost or distance of an A and B service and not a C service than use the two service types selected and enter a zero in the C service row. Otherwise enter all three services types as normal.

Repair Costs

Note: you will need to consider replacement costs of engine, diffs, gearbox and items such as turbo, radiators, starter motors and alternators.

- Year 1: this is the amount you spend on repairs in the first year of ownership
- Year 2: this is the amount you spend on repairs in the second year of ownership
- Year 3: this is the amount you spend on repairs in the third year of ownership
- Year 4: this is the amount you spend on repairs in the fourth year of ownership
- Year 5: this is the amount you spend on repairs in the fifth year of ownership
- Percentage increase on five yearly block repairs: this is generally the percentage of inflation

Select Save:

Select OK:

Select the "<" vehicle arrow in the top left corner of screen and this will return you back to Vehicle menu:

Select "<" to return to Trip Rate Estimator Screen

Manage Trailers

On the Trip Rate Estimator Screen

Select: top left corner of Trip Rate Estimator screen for popup menu

From menu view select

- **Manage Trailers**

On the Manage Trailers page you can either edit or add a new vehicle by selecting the EDIT or ADD in the top right corner, select a previously saved vehicle or return to the Trip Rate Estimator page by selecting the "<" arrow on the top left of screen.

If you added a new vehicle select the New Vehicle icon; this will take you to the vehicle details screen. The same can be done if you wish to edit a previously saved vehicle.

Enter the vehicle details in the boxes:

- Vehicle Name: Registration or fleet number/s
- Priced Purchased: The amount you purchased the vehicle including any government charges include all trailers and dollies
- Year Purchased: This is the year purchased not the year manufactured
- Price to replace vehicle in original condition: The age, specifications and condition you bought it in include all trailers and dollies
- Salvage value year end (the amount you can expect to get if you sold your vehicle at the end of the year include all trailers and dollies
- Annual operating distance
- Annual operating hours: (if applicable)
- Interest (Cost of Finance)
- Amount of purchased finance: the amount you may have had to borrowed include all trailers and dollies
- Number of years to repay loan
- Number of payments per year
- Insurance: yearly cost of insurance; include all trailers and dollies
- License: yearly cost of licensing include all trailers and dollies

Tyre and Brake Cost

- Number of tyres: include all trailers and dollies
- Tyre wear out rate distance
- Cost per Tyre
- Brake wear out rate per distance: e.g. 2 sets of brake shoes to 1 brake drum and a set of bearings and seals
- Number of axles; include all trailers and dollies
- Cost of brakes per axle: e.g. 2 sets of brake shoes to 1 brake drum and a set of bearings and seals.

Service Costs

- Trailer distance intervals: The distance between trailer services
- Hours taken to complete task:
- Hour rate of trailer service person: this is a flat hourly rate

Repair Costs

Note: you will need to consider replacement costs of tow hitches, turntables, mudguards, suspension system, and lights.

- Year 1: this is the amount you spend on repairs in the first year of ownership include all trailers and dollies
- Year 2: this is the amount you spend on repairs in the second year of ownership include all trailers and dollies
- Year 3: this is the amount you spend on repairs in the third year of ownership include all trailers and dollies
- Year 4: this is the amount you spend on repairs in the fourth year of ownership include all trailers and dollies
- Year 5: this is the amount you spend on repairs in the fifth year of ownership include all trailers and dollies
- Percentage increase on five yearly block repairs: this is generally the percentage of inflation

Select " Save "

Select " OK "

Select the “ < “ vehicle arrow in the top left corner of screen and this will return you back to Vehicle menu:

Select “ < “ to return to Trip Rate Estimator Screen

Previous Trips

On the Trip Rate Estimator Screen

Select: top left corner of screen for popup menu

Select: top right corner of Trip Rate Estimator screen for popup menu

From menu view select:

➤ **Previous**

- All jobs emailed will be saved to Previous Trips screen.
- On this screen you can select previously saved trips/jobs.
- On selecting a previous trip/job the app will place the information on the Trip Rate Estimator screen completing all parameters with the selected trip information and also take you automatically back to the Trip Rate Estimator screen.
- You can delete any saved trip/job by selecting the delete symbol to the left of each line. Once editing of list has been completed select the back arrow in the top left corner of screen to return to the Previous Trips screen.

To return to the Trip Rate Estimator screen at any time select the back arrow in the top left of screen.

Change Currency

On the Trip Rate Estimator Screen

Select: top left corner of Trip Rate Estimator screen for popup menu

From menu view select:

➤ **Change Currency**

From the select currency menu you are able to scroll up or down to select the currency that most suits your needs. Note: (by selecting currency, will only change the symbol it will not convert from one value currency to another).

Main Vehicle Type

On the Trip Rate Estimator Screen

Select: top left corner of Trip Rate Estimator screen for popup menu

From menu view select:

➤ **Prime Mover or Vehicle**

This changes the wording Prime Mover to Vehicle on all the pages. This is for your convenience so your Vehicle is not referred to as a Prime Mover

Instructions

On the Trip Rate Estimator Screen

Select: top left corner of Trip Rate Estimator screen for popup menu

From menu view select either:

➤ **Instructions**

This selection will give you detailed instructions on the use of this app.

Selecting a Combination

On the Trip Rate Estimator Screen

Select: top right corner of Trip Rate Estimator screen for popup menu

From menu view select:

- **Select Mover (Vehicle)**
- **Select Trailer**

Select Mover (Vehicle)

Selecting "Select Mover (Vehicles)" displays a popup screen with your previously saved vehicles on a drop down menu.

Scroll down screen until you have highlighted the vehicle you wish to use.

Once your selection is highlighted select " **OK** ".

Or press, "Cancel" to return to Trip Rate Estimator screen without selection of a vehicle or combination.

Select Trailer

Selecting "Select Mover (Vehicles)" displays a popup screen with your previously saved vehicles on a drop down menu.

Scroll down screen until you have highlighted the vehicle you wish to use.

Once your selection is highlighted select " **OK** ".

Or press, "Cancel" to return to Trip Rate Estimator screen without selection of a vehicle or combination.