MANUAL

Fleetdisk

User guide for the fleet management portal

J&T Autolease

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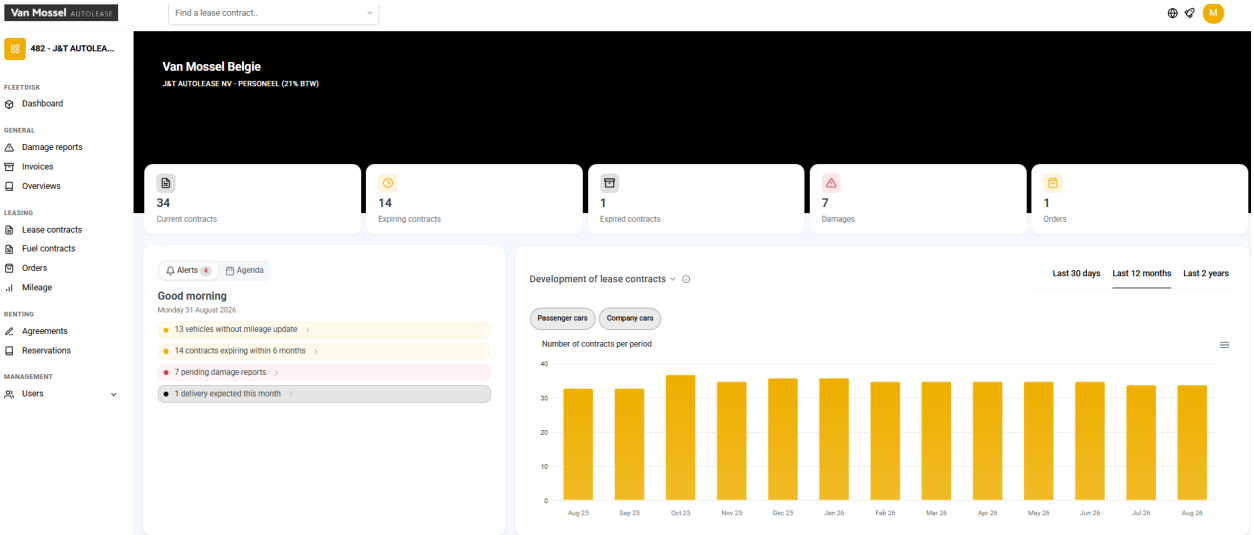
Introduction

Fleetdisk is an online fleet management portal that allows fleet managers to manage their entire fleet in a clear and organized way. It is the successor to the former fleet management portal called I-wise. Fleetdisk is packed with various features that provide interesting insights.

The homepage

This is the page you see first. It shows a brief overview of current, expiring, and expired contracts, as well as the total number of damage reports and orders. There is also a window showing notifications about vehicles without a mileage update and outstanding damage reports.

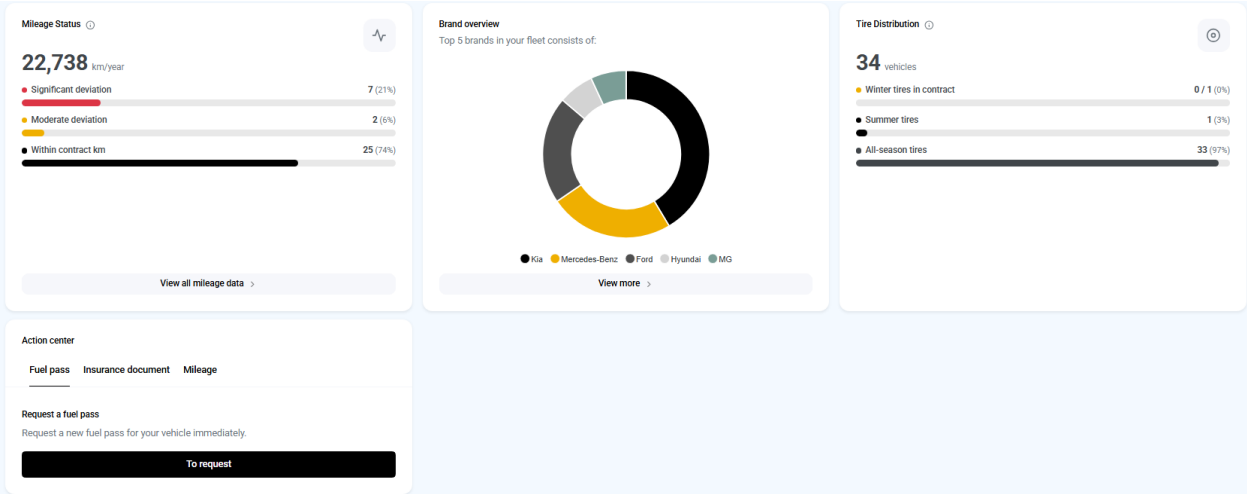


Dashboard – overview of contracts, notifications, and development of lease contracts

Next to the notifications window is a bar chart that visualizes the number of lease contracts per month. You can download this data by clicking the icon to the right of the chart. At the top of the homepage, you can search directly for a lease contract to retrieve all the information for that specific contract.

The homepage dashboard also shows the mileage status, indicating whether vehicles are within or above their contractual mileage allowance. In addition, there is an overview of the makes in your fleet and the types of tires your vehicles use, according to their contracts. In the action

center, you can request a fuel card and an insurance document. You can also update the mileage here.



Dashboard – mileage status, brand overview, tire distribution, and action center

The features

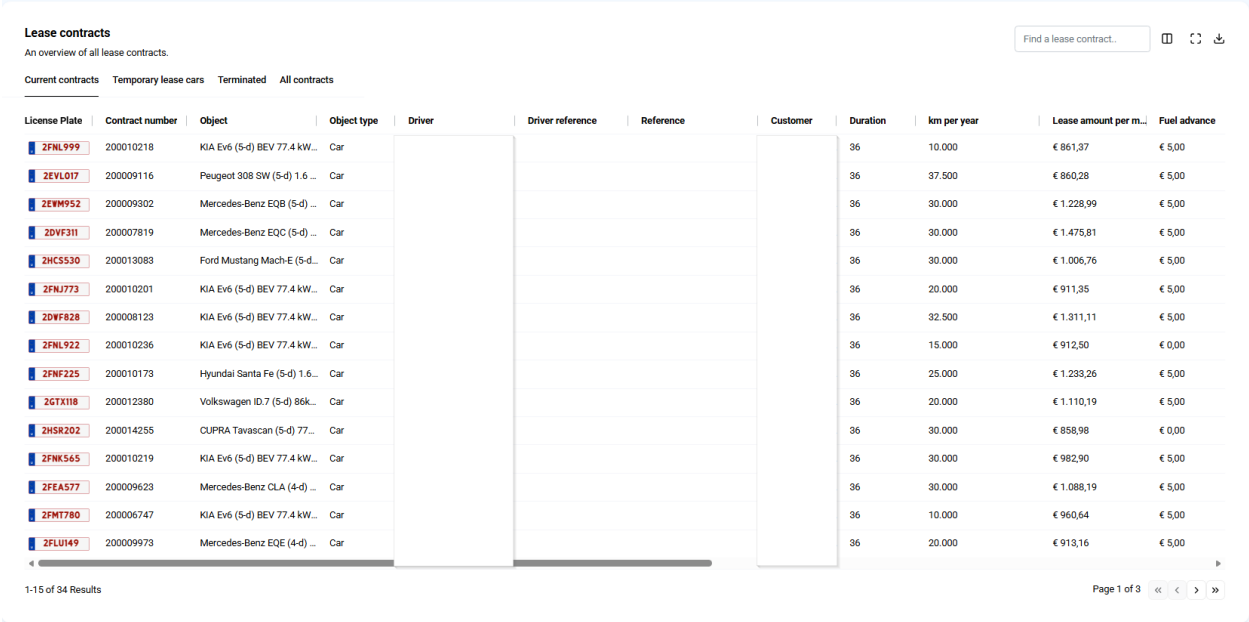
On the left side of the homepage is a list of the various features that Fleetdisk offers. These features are explained below.

Leasing

1. **Lease contracts**

An overview of lease contracts is shown, including active contracts, terminated contracts, and contracts for vehicles still on order. This overview also shows the vehicle information, contract

information, contract components, and the last known mileage. Clicking on a contract gives you more information about that contract.



Lease contracts

An overview of all lease contracts.

Find a lease contract..

Current contracts | Temporary lease cars | Terminated | All contracts

License Plate	Contract number	Object	Object type	Driver	Driver reference	Reference	Customer	Duration	km per year	Lease amount per m...	Fuel advance
2FNL999	200010218	KIA Ev6 (5-d) BEV 77.4 kW...	Car					36	10.000	€ 861,37	€ 5,00
2EVLO17	200009116	Peugeot 308 SW (5-d) 1.6 ...	Car					36	37.500	€ 860,28	€ 5,00
2EWM952	200009302	Mercedes-Benz EQB (5-d) ...	Car					36	30.000	€ 1.228,99	€ 5,00
2DVF311	200007819	Mercedes-Benz EQC (5-d) ...	Car					36	30.000	€ 1.475,81	€ 5,00
2HCS530	200013083	Ford Mustang Mach-E (5-d...	Car					36	30.000	€ 1.006,76	€ 5,00
2FNJ773	200010201	KIA Ev6 (5-d) BEV 77.4 kW...	Car					36	20.000	€ 911,35	€ 5,00
2DWF828	200008123	KIA Ev6 (5-d) BEV 77.4 kW...	Car					36	32.500	€ 1.311,11	€ 5,00
2FNL922	200010236	KIA Ev6 (5-d) BEV 77.4 kW...	Car					36	15.000	€ 912,50	€ 0,00
2FNF225	200010173	Hyundai Santa Fe (5-d) 1.6...	Car					36	25.000	€ 1.233,26	€ 5,00
2GTX118	200012380	Volkswagen ID.7 (5-d) 86k...	Car					36	20.000	€ 1.110,19	€ 5,00
2HSR202	200014255	CUPRA Tavascan (5-d) 77...	Car					36	30.000	€ 858,98	€ 0,00
2FNK565	200010219	KIA Ev6 (5-d) BEV 77.4 kW...	Car					36	30.000	€ 982,90	€ 5,00
2FEA577	200009623	Mercedes-Benz CLA (4-d) ...	Car					36	30.000	€ 1.088,19	€ 5,00
2FMT780	200006747	KIA Ev6 (5-d) BEV 77.4 kW...	Car					36	10.000	€ 960,64	€ 5,00
2FLU149	200009973	Mercedes-Benz EQE (4-d) ...	Car					36	20.000	€ 913,16	€ 5,00

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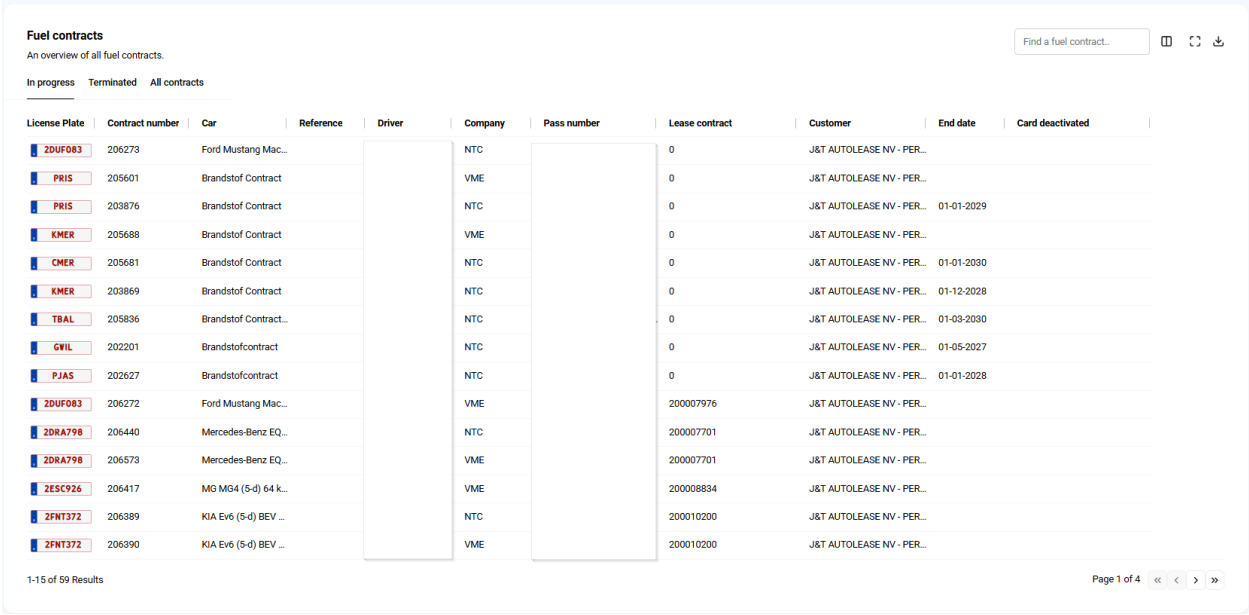
Overview of all lease contracts

2. **Fuel contracts**

Here you can see an overview of all fuel contracts linked to each driver. Clicking on a contract shows the refueling or charging sessions.



Fuel contracts

An overview of all fuel contracts.

Find a fuel contract..

In progress | Terminated | All contracts

License Plate	Contract number	Car	Reference	Driver	Company	Pass number	Lease contract	Customer	End date	Card deactivated
2DUF083	206273	Ford Mustang Mac...			NTC		0	J&T AUTOLEASE NV - PER...		
PRIS	205601	Brandstof Contract			VME		0	J&T AUTOLEASE NV - PER...		
PRIS	203876	Brandstof Contract			NTC		0	J&T AUTOLEASE NV - PER...	01-01-2029	
KMER	205688	Brandstof Contract			VME		0	J&T AUTOLEASE NV - PER...		
CMER	205681	Brandstof Contract			NTC		0	J&T AUTOLEASE NV - PER...	01-01-2030	
KMER	203869	Brandstof Contract			NTC		0	J&T AUTOLEASE NV - PER...	01-12-2028	
TBAL	205836	Brandstof Contract...			NTC		0	J&T AUTOLEASE NV - PER...	01-03-2030	
GWIL	202201	Brandstofcontract			NTC		0	J&T AUTOLEASE NV - PER...	01-05-2027	
PJAS	202627	Brandstofcontract			NTC		0	J&T AUTOLEASE NV - PER...	01-01-2028	
2DUF083	206272	Ford Mustang Mac...			VME		200007976	J&T AUTOLEASE NV - PER...		
2DRA798	206440	Mercedes-Benz EQ...			NTC		200007701	J&T AUTOLEASE NV - PER...		
2DRA798	206573	Mercedes-Benz EQ...			VME		200007701	J&T AUTOLEASE NV - PER...		
2ESC926	206417	MG MG4 (5-d) 64 k...			VME		200008834	J&T AUTOLEASE NV - PER...		
2FNT372	206389	KIA Ev6 (5-d) BEV ...			NTC		200010200	J&T AUTOLEASE NV - PER...		
2FNT372	206390	KIA Ev6 (5-d) BEV ...			VME		200010200	J&T AUTOLEASE NV - PER...		

1-15 of 59 Results

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Overview of all fuel contracts

3. **Damage reports**

This overview shows all damage reports, including the type of damage and the date the damage form was received.

Damage reports

An overview of all damage reports.

Look for a damage report..

In progress Done All damage reports

License Plate	Damage report	Car	Driver	Damage to car	Customer	Lease contract	Damage date	Receive damage ...
2FNL999	8234	KIA Ev6 (5-d) BEV 77.4 kW...		Linker achtervleugel,Linker...	J&T AUTOLEASE NV - PER...	200010218		
2HFL795	7052	KIA Ev6 (5-d) BEV 77.4 kW...		Voorruit,Motorkap,Dak	J&T AUTOLEASE NV - PER...	200013984		
2FNT490	5634	KIA Ev6 (5-d) BEV 77.4 kW...		Wiel rechtsvoor,Rechter vo...	J&T AUTOLEASE NV - PER...	200010202		
2DRA798	5534	Mercedes-Benz EQC (5-d) ...		Rechter achterportier	J&T AUTOLEASE NV - PER...	200007701		
2FNJ773	5274	KIA Ev6 (5-d) BEV 77.4 kW...		Linker voorvleugel	J&T AUTOLEASE NV - PER...	200010201		
2CVE794	4790	Renault Captur (5-d) E-TE...		Wiel rechtsvoor	J&T AUTOLEASE NV - PER...	200008558		
2DTQ768	4619	Mercedes-Benz EQC (5-d) ...			J&T AUTOLEASE NV - PER...	200007815		

1-7 of 7 Results

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Overview of all damage reports

4. **Invoices**

This overview shows all invoices, including fuel invoices, final rental invoices, and transaction invoices.

These are addressed only to the customer, not to the driver. As with the other overviews, you can also download these in your preferred format.

Invoices

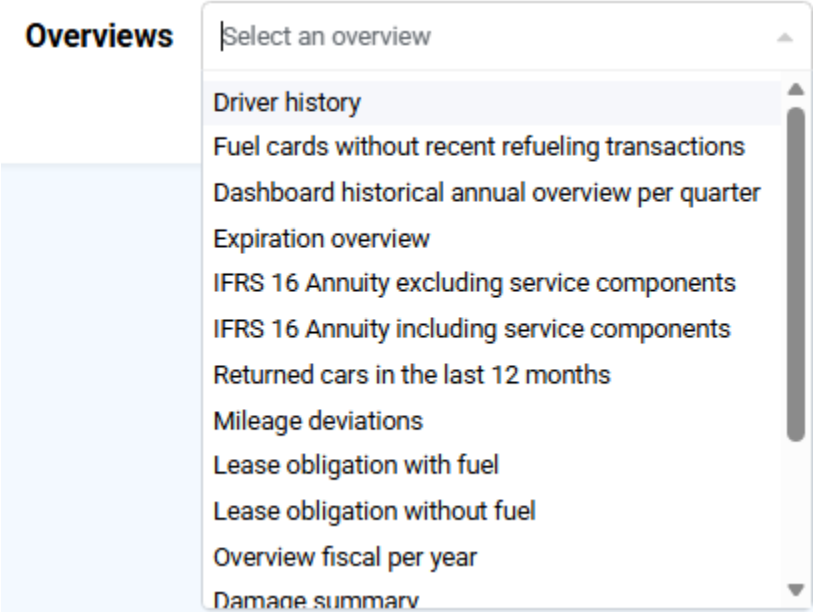
An overview of all invoices.

Invoice number	Financial year	Customer	Invoice amount	Base for High V...	Base for no VAT	Payment condition	Invoice type	Invoice date
1182838	2026	J&T AUTOLEASE NV - PER...				0	Transaction invoice	28-08-2026
1182304	2026	J&T AUTOLEASE NV - PER...				0	Fuel invoice	25-08-2026
1181516	2026	J&T AUTOLEASE NV - PER...				0	Advance invoice	18-08-2026
1177260	2026	J&T AUTOLEASE NV - PER...				0	Monthly invoice	01-08-2026
1177184	2026	J&T AUTOLEASE NV - PER...				0	Monthly invoice	31-07-2026
1176863	2026	J&T AUTOLEASE NV - PER...				0	Interim adjustment lease	30-07-2026
1176892	2026	J&T AUTOLEASE NV - PER...				0	Fuel invoice	30-07-2026
1176572	2026	J&T AUTOLEASE NV - PER...				0	Monthly invoice	27-07-2026
1176422	2026	J&T AUTOLEASE NV - PER...				0	Interim adjustment lease	24-07-2026
1176435	2026	J&T AUTOLEASE NV - PER...				0	Interim adjustment lease	24-07-2026
1176438	2026	J&T AUTOLEASE NV - PER...				0	Interim adjustment lease	24-07-2026
1176440	2026	J&T AUTOLEASE NV - PER...				0	Interim adjustment lease	24-07-2026
1176352	2026	J&T AUTOLEASE NV - PER...				0	Transaction invoice	23-07-2026
1175587	2026	J&T AUTOLEASE NV - PER...				0	Monthly invoice	20-07-2026
1175102	2026	J&T AUTOLEASE NV - PER...				0	Monthly invoice	16-07-2026

Overview of all invoices

5. **Overviews**

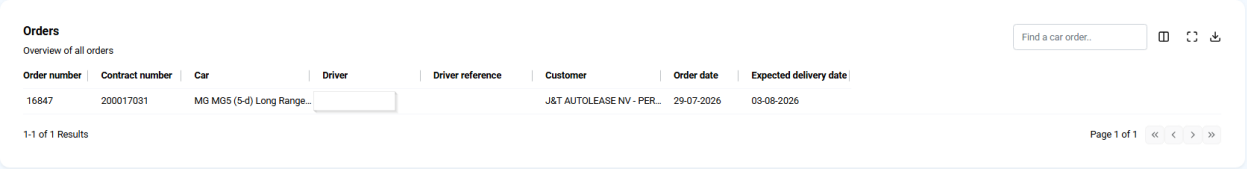
In the overviews section, you can request various types of information, which can also be exported to a CSV file.



Available reports, exportable to CSV

6. **Orders**

In the orders section, you'll see a list of all orders that have been placed. This also shows the contract number, driver, order date, and expected delivery date.

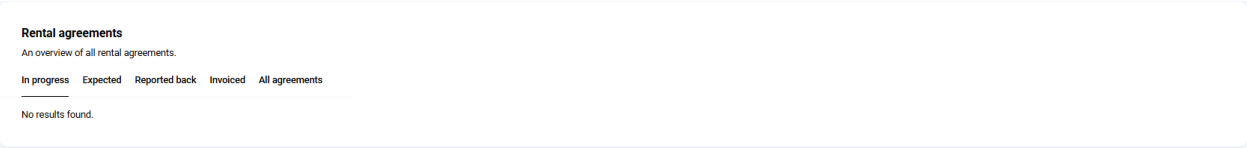


Overview of all orders

Renting

1. **Agreements**

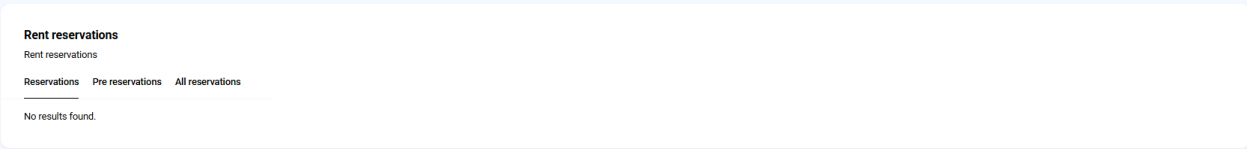
Not applicable at this time.



Rental agreements – no results at this time

2. **Reservations**

Not applicable at this time.

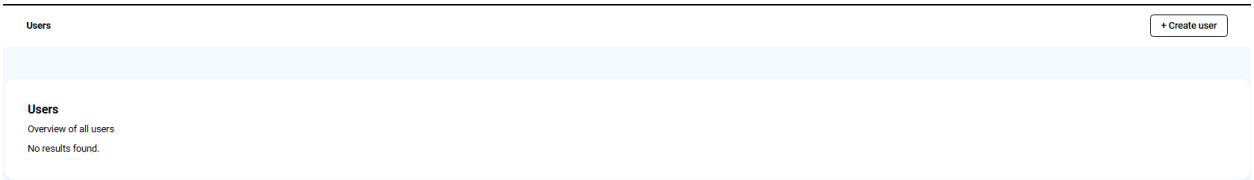


Rental reservations – no results at this time

Management

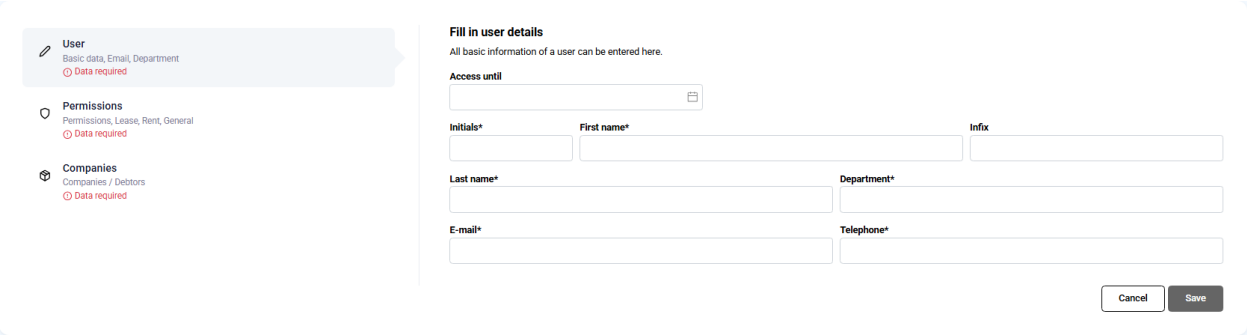
1. **Users**

In this section, you can manage your users. The overview shows all users along with the access rights they have in Fleetdisk.



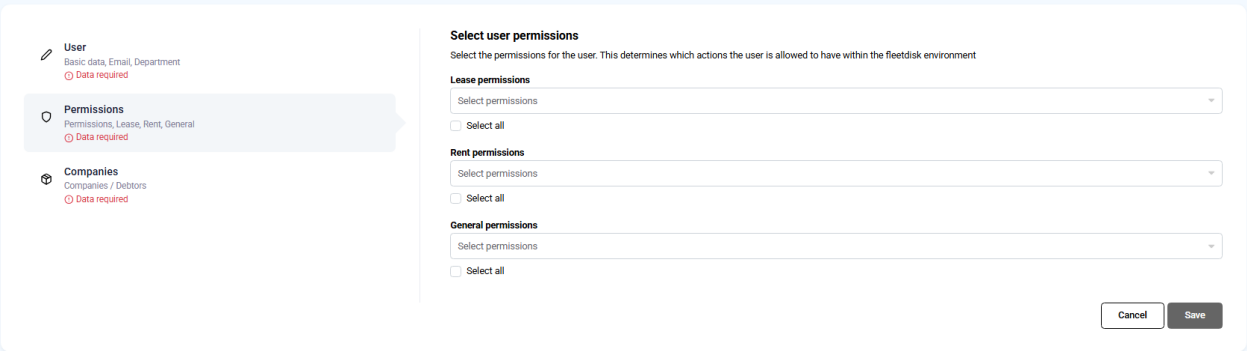
Overview of all users

Under “Create”, you can add users, enter the required details, and set how long each user will have access.



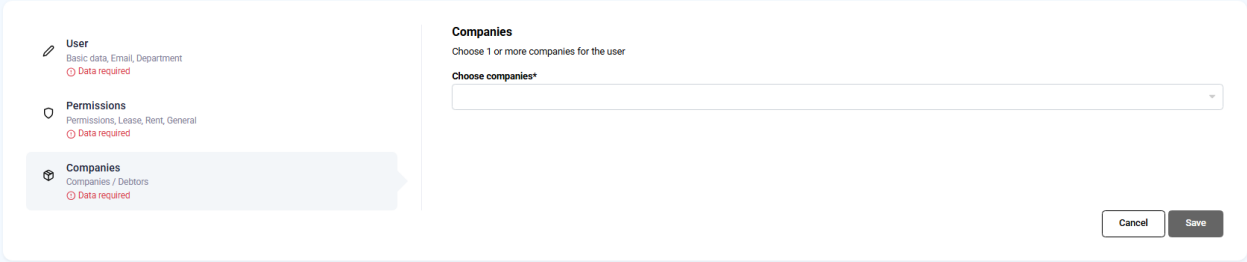
Creating a new user – filling in details

Under “Permissions”, you can set the user’s level of access to features such as fuel contracts, invoices, and damage reports.



Selecting permissions for the user

Finally, select the company to which the user’s access rights apply. Usually, this is just one company.



Selecting the company for the user