

CameraMatics how-to guides

Follow these 4 steps to make Fuel Purchase Submission via Manager App

When Drivers are submitting fuel purchases through the **Driver App**, they are now required to also take a photo of their odometer reading on their vehicle.

Drivers may submit a **Fuel Purchase** in the **CameraMatics App** following the steps below:

1. Click on the **Fuel Purchase** button in the menu.



2. Fill out the form, including **Fuel Card Number**, **Fuel Quantity**, **Mileage**, **Amount Paid** (select currency), enter **Address** and **upload photos** of fuel receipt and odometer. **Certify** and **Submit**.



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3. The App will confirm that submission has been completed.



4. The Fleet Manager will now be able to view submission in Portal / **Fleet Manager App**.

Our **Customer Success Team** are here to help you get the most out of your **CameraMatics Platform**.

For more 'how-to guides' please visit:
www.cameramatics.com/resources/help-centre

If you need more assistance please e-mail the team on:
customersuccess@cameramatics.com



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