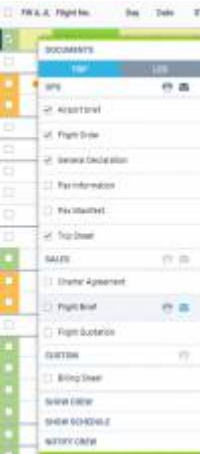


# Quotation settings



## Sending sales documents to clients



## Email title tags

This section offers you useful options that can be used in contacting with clients or brokers you deal with.

You can define available options, such as:

- **Sending quotations to Avinode options** - add this option to send quotations from Leon to Avinode (visit section [Quotations](#) for more information). You can choose between sending simple quote, detailed quote or not sending it at all.
- **Send messages about aircraft movements to clients** - tick box 'Enable' so that you can start using this option. For more details please see [Flight Watch](#).
- **Flight Brief** - fill in email fields along with the content, which will be used when sending out 'Flight Brief'.
- **Charter Agreement/Flight Quotations** - these documents can be added optionally by Leon Software - if you wish to have them please contact [support@leonsoftware.com](mailto:support@leonsoftware.com)

A field 'Email subject' contains what is later displayed on the subject of the quotation documents email.

I.e.: `Flight Offer [ADEP_IATA] [ADEP_NAME] - [ADES_IATA] [ADES_NAME] // Trip: [TRIP_NO] // [DATE]`

- **[ADEP\_IATA]** - airport of departure IATA code.
- **[ADEP\_NAME]** - airport of departure name.
- **[ADES\_IATA]** - airport of destination IATA code.
- **[ADES\_NAME]** - airport of destination name.
- **[TRIP\_NO]** - trip number.

- **[DATE]** - trip date.

When the documents are sent out, the 'Email subject' text turns to:

Flight Offer WAW Warsaw Frederic Chopin - VKO Moscow/Vnukovo // Trip: 12-2017/1 // 01-12-2017,

To send Sales documents to a client, create a quotation (right-hand filter, tab TRIP) in a section SCHEDULE, then after saving it right-click with the mouse on the flight and select appropriate document to be sent out.

From:  
<https://wiki.leonsoftware.com/> - **Leonsoftware Wiki**

Permanent link:  
<https://wiki.leonsoftware.com/leon/quotation-email-templates?rev=1511859690>

Last update: **2017/11/28 09:01**

