Adjusting the Train Capacity (Manifest)

Overview

Use this procedure to change the capacity for general and single-journey passengers. This affects the four main legs: Belgrave–Lakeside, Lakeside–Gembrook, Gembrook–Lakeside, and Lakeside–Belgrave.



Code	Description	Depart	Max	Tot	Ava	Can	Yield	Status
1000B-L 1	10:00 Bel-Lak 12:25 Lak-Bel		258	69	189	4	27%	
10:00	Belgrave - Lakeside		258	69	189	4		
12:25	Lakeside - Belgrave		258	69	189	4		
1100B-G 1	11:00 Bel-Lak-Gem 15:05 Gem-Lak-Bel							No Departure
11:00	Belgrave - Lakeside							
12:35	Lakeside - Gembrook							
15:05	Gembrook - Lakeside							
16:00	Lakeside - Belgrave							
11:00	Belgrave - Gembrook Allocation (Return)							
1415B-L 1	14:15 Bel-Lak 16:15 Lak-Bel							
14:15	Belgrave - Lakeside							
16:15	Lakeside - Belgrave							
1415B-L 1	14:15 Bel-Lak 16:40 Lak-Bel		250	50	200		20%	
14:15	Belgrave - Lakeside		250	50	200			
16:40	Lakeside - Belgrave		250	50	200			

Do not manually edit these individual legs — changing the manifest will update them automatically.

Steps

1. In CustomLinc, navigate to **Sightseeing > Manifests**.
2. Locate the relevant service. The manifest is the **green highlighted row** showing the full journey. Individual legs appear indented beneath it.
3. **Right-click** on the green manifest row.
4. Hover over **Stop Sell / Max Pax…** and select **This Manifest**.
5. In the dialog:
   - Set the **From** and **To** dates for the change, or use *Select Recurring Days…* to target specific days of the week.

    - Tick **Set max Pax to…** and enter the new capacity in the field to the right.
6. Click **Finish**.
7. Verify the change by reviewing the four leg rows beneath the manifest — their capacity figures should now reflect the updated value.

Important Notes

- > Always right-click on the **green manifest row**, not an individual leg. Right-clicking a leg will only modify that single leg & will stop that leg getting updated max capacities via the manifest.

Belgrave – Gembrook Return Management

> Adjusting the Belgrave–Gembrook Return allocation is a separate procedure. See Adjusting the Belgrave–Gembrook Return Allocation.

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