

Rep Master Report

FAQ

1. Rep Master

- [Rep Master](#)

Rep Master

The **Representative Master** can be used as a contact list for the Sales department.

- Select the **Dealer Profile** application > Reports > Rep Master

The screenshot shows the Dealer Profile application interface. At the top, there is a navigation bar with a search bar and a 'Q Advanced Search' button. Below the navigation bar, the main content area displays the profile for 'Clarkville Auto Auction - 1 > Larry Seay - 1'. The profile includes fields for Address Type (Business Street), Phone (931-647-5700), Bus ID (Dealer License), Orig Reg (03/21/2011), Rep Name (Larry Seay - 1), and Dealer Alert (ADMIN ONLY; do not use). Below the profile, there are tabs for Dealer, Representatives, Account, Banking, and Vehicles. The 'Dealer' tab is selected, and the 'CONTACT INFORMATION' section is visible. The 'ADDRESS' section includes fields for Address Type (Business Street), City (Clarkville), State (TN), ZIP (37040), and Country (United States). The 'PHONES' section includes fields for Location (Office), Number (931-647-5700), Extension, PIN, and Email. On the right side, there is a 'REPORTS' sidebar with a list of reports, including 'Rep Master', which is highlighted with a blue box.

- This will launch the report wizard

The screenshot shows the 'Report Sorting' dialog box. It has a title bar with a close button (X). The dialog contains two dropdown menus: 'Sales Person' set to 'All' and 'Sort Order' set to 'Dealer Name'. Below these are two checkboxes: 'List First Rep Only' (unchecked) and 'Include All Dealers' (checked). At the bottom, there are 'Ok' and 'Cancel' buttons.

- You may include any, all, or just one salesperson in the report or sort by:
 - Last Name
 - Dealer Name
 - Allowed (buy/sell permissions)
 - City
 - State

- o Zip
- o Cash Only (authorized for non-check or draft buyer payments)
- Click 'OK' when done to create and print the report.

Report

100%

Representative Master

Dealer	Representative	Salesperson	Allowed	DOB	CashOnly	Home	Mobile	Home 1	Mobile 1	Cit
1 Stop Motorsports	Dachtler Hans		Buy				931-802-5480			Clarksvil
1 Stop Motorsports	Dachtler Josh		Buy			931-349-9079				Clarksvil
101 Motorsports	Sharp Brian		Buy / Sell				615-554-3116			NASHVI
109 Auto Sales Inc.	Mcfadden Alan		Buy / Sell			615-325-4896	615-403-1190			PORTLA
109 Auto Sales Inc.	Brown Roger	Jason Taylor	Buy / Sell			615-325-4896				Portland
109 Auto Sales Inc.	MCFADDEN ALAN		Buy / Sell	12/29/1959		615-325-5407	615-403-1190			PORTLA
109 Auto Sales Inc.	BROWN ROGER		Buy / Sell	01/23/1975			615-681-5109			PORTLA
1st Choice Auto Sales, LLC	Oliver Aj		Buy / Sell			931-553-1575				Clarksvil
1st Choice Auto Sales, LLC	Hendrix Paris	Jason Taylor	Buy / Sell			931-553-1575				Clarksvil
1st Choice Collision Center	Lowe Justin		Buy / Sell			931-232-8200				DOVER
1st Choice Collision Center	Lange Billy		Buy / Sell							Dover
1st Investors	Michlilsh Zachary		Buy / Sell			770-956-3876				Atlanta
2 BROTHERS AUTO SALES	Michell jr Gilbert		Buy / Sell			270-925-2701				OWENS
231 Car Sales Inc.	Moore Lp		Buy / Sell			615-444-9599				LEBANON
231 Car Sales Inc.	Mckinney Josh	Jason Taylor	Buy / Sell			615-444-9599				Lebanon
231 Car Sales Inc.	MOORE LYNOTTE		Buy / Sell	08/12/1954		615-443-4683	615-364-9081			LEBANON
231 Car Sales Inc.	MCKINNEY JOSHUA		Buy / Sell	11/29/1976			615-513-4502			LEBANON
3 Rivers FCU	Davis Joama		Buy / Sell			800.825.3641				Fort Way
4 POINTS AUTO LLC	Pino Jose	Nikki McCoy	Buy / Sell			615-391-0900				OLD
4 POINTS AUTO LLC	MENDOZA ARNALDO	Nikki McCoy	NA	06/06/1985			901-601-2545			CORDO
4 POINTS AUTO LLC	FIGUEREDO IVAN	Nikki McCoy	NA	05/30/1967			901-598-8015			BRENTV
4 POINTS AUTO LLC	PINO FIGUEREDO	Jason Taylor	Buy / Sell	04/24/1965			615-943-3008			MOUNT
4 POINTS AUTO LLC	FELGENDREHER	Nikki McCoy	Buy / Sell	04/06/1984			901-488-6047			BRENTV

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