

# Remove Order

The Remove Order can be executed from the Account Settle, **Buy Settle** it **Sell Settle** Order.

The screenshot shows a web interface for a dealer profile. At the top, there's a 'Dealer Profile' tab. Below it, the dealer information for 'Altra Federal Credit Union - 80' is displayed, including address, phone, and business details. A 'Vehicles' tab is highlighted, showing a list of vehicles. One vehicle, a '2013 Audi A5 2dr Cpe Man quattro 2.0T Prestige', is selected. The vehicle details include VIN, color, and price. On the right side, there's an 'ORDERS' panel with buttons for 'Sell Settle', 'Buy Settle', and other actions. The 'Sell Settle' and 'Buy Settle' buttons are highlighted with red boxes.

Item	Ind	Date	Due Seller	Due Auction	Payments	Price	Fees	Goods	Services	Tax
A055 2013 Audi A5	OS	10/05/2022	\$6,000.00	\$6,670.00		\$6,000.00	\$490.00	\$180.00		

- Locate the vehicle you like to work with in this example using the **Dealer Profile** application.
- Select the vehicle under the vehicles tabs, then select **Sell settle** or **Buy Settle**.

Seller Settlement

Seller's Account Vehicle Buyers Account

Name Altra Federal Credit Union  
 Account Michelle Flisram  
 Rep ID 01-000000061  
 Address 1700 Oak Forest Dr  
 City Onalaska WI 54650  
 Type Business Street  
 Phone 608-787-4500 Office Ext

Customer No 80 Bus ID  
 Vehicle State Open Sold 10/07/2022 - 03:40:51 A

Title	Run No	Total Due	Transmittal	Year	Make	Model	VIN
Title Atta...	A055	\$5,575.00		2013	Audi	A5	WAU3FAFRXDA4

Vehicle Account Guided

Destinati...	RunNo	Description	Amount
	A055	Lot Sale	-\$6,000.00
	A055	Lot Sale Fee	-\$245.00
Rep Account		Keys	-\$15.00
Dealer Account		Gas per Gallon	-\$150.00
Remove		Wash-N-Vac	-\$15.00

Title Title In  
 State TN  
 Next Check 10/07/2022  
 Tender Type [Select]  
 Register Title  
 Post Guidance Post Tender Am Exit

- When the Buy Settle or Sell Settle wizard launches select the fee you which to remove.
- Under the Destination Column select the drop-down and choose the option Remove then click the Post Guidance button.
- Then you can finish up the Sell Settle or Buy Settle.
- The same can be done from the Account Settle wizard launch

**Account Settlement**

Seller's Account Vehicle

Name Altra Federal Credit Union  
 Account Michelle Flisram  
 Rep ID 01-00000061  
 Address 1700 Oak Forest Dr  
 City Onalaska WI 54650  
 Type Business Street  
 Phone 608-787-4500 Office Ext

Account Level Display Filters  
 Sale Day

Apply	Date	VIN	RunNo	Make	Model	Description	Amount	R
<input type="checkbox"/>	11/11/20...					Transportation...	\$85.00	
<input type="checkbox"/>	07/18/20...		512573			Transportation...	\$85.00	F
<input checked="" type="checkbox"/>	10/07/20...		A055			Gas per Gallon	\$150.00	F
<input type="checkbox"/>	10/07/20...		A055			Keys	\$15.00	F

Check All

Issue Invoice Select Invoice  
 Update Invoice Invoice Status 1  
 Close Invoice \$150.00  
 Delete Invoice Print Invoice

Tender Type Remove \$150.00  
 Check No  
 Account No Dealer Acct  
 Post Tender Cancel 10/07/2022

- Select the fee you want to remove
- Click the drop-down at the Tender type field and select Remove
- Click the Post Tender button when finished to remove the fee.

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