

Vehicle Settle (Buy Settle and Sell Settle Orders)

Buyer Settle

- Buy Settle is done from the **Dealer Profile** and **Vehicle Orders** application.
- Search for the vehicle using VSN or VIN., and select the buyer side.

The screenshot shows the 'Dealer Profile' for '1st Choice Auto Sales, LLC - 236' and the 'Vehicles' tab. The VIN '512942' is entered in the search bar. The vehicle details for a '2012 Audi A3 4dr HB Man FrontTrak 2.0T Premium Plus' are displayed, including its price, seller, and buyer information. The 'Buy Settle' button is highlighted in the 'ORDERS' sidebar. A table below shows a list of vehicle transactions with columns for Item, Ind, Date, Due Seller, Due Auction, Payments, Price, Fees, Goods, Services, and Tax. The row for 'A002 2010 Audi A4' is highlighted with a red box.

Item	Ind	Date	Due Seller	Due Auction	Payments	Price	Fees	Goods	Services	Tax
A001 2013 FIAT111 500	CB	10/05/2022	\$5,000.00	\$235.00	\$5,215.00	\$5,000.00	\$450.00			
A002 2010 Audi A4	CB	10/05/2022	\$0.00	\$1,165.00	-\$845.00	\$1,000.00	\$320.00			
A011 2015 Toyota Venza	CI	10/05/2022	\$0.00	\$0.00						
A017 2014 BMW 3 Series	OB	10/05/2022	\$0.00	\$1,165.00	-\$845.00	\$1,000.00	\$320.00			
A020 1992 Acura Legend	CB	10/05/2022	\$6,000.00	\$245.00	\$6,245.00	\$6,000.00	\$490.00			
A021 1992 Acura Integra	CB	10/05/2022	\$5,000.00	\$235.00	\$5,215.00	\$5,000.00	\$450.00			
A022 1991 Ford F-Series Pickup	CB	10/05/2022	\$5,000.00	\$235.00	\$5,215.00	\$5,000.00	\$450.00			
A055 2013 Audi A5	OB	10/05/2022	\$6,000.00	\$6,260.00		\$6,000.00	\$245.00	\$15.00		

- Select the vehicle and select the 'Buy settle' Order from the right.
- This will launch the Buy Settle form

Buyer Settlement

Buyers Account Vehicle Seller's Account

Name 1st Choice Auto Sales, LLC Bid ID 00236
 Account Aj Oliver Customer No 236 Bus ID
 Rep ID 01-00000147 Vehicle State Open Bought 10/07/2022 - 05:07:24 AM
 Address 821 North 2nd St
 City Clarksville TN 37040
 Type Business Street
 Phone 931-553-1575 Office Ext

Bank
 Branch
 Contact
 Phone

Title	Run No	Total Due	Year	Make	Model	VIN
Title Attached	A058	\$4,205.00	2012	Audi	A3	WAUPEAFMXCA088...

Vehicle Account Guided

Destinati...	RunNo	Description	Amount
	A058	Buyer's Fee	\$205.00
	A058	Block Sale	\$4,000.00

Tender Type Check \$4,205.00
 Check No 2534 \$0.00
 Account No
 Float Due Date

Post Guidance Post Tender Amt Exit

- Select your Tender type from the drop-down
- if you choose Check then enter the check number in the 'Check No' field.
- Select the Post Guidance button to guide the necessary charges.
- Select the Post Tender button to complete the buy settle.

Departure

Depart Vehicle

Print GatePass

No GatePass

Do Not Depart Vehicle

Print GatePass

No GatePass

- Here you will be prompted Option1: Depart the vehicle and Print a GatePass or not Print GatePass
 Option2: Do Not Depart the vehicle and print GatePass or not print GatePass

Seller Settle

- Sell Settle is done from the [Dealer Profile](#) and [Vehicle Orders](#) application.

- Search for the vehicle using VSN or VIN., and select the buyer side.

Dealer Profile

1st Choice Auto Sales, LLC - 236 > Aj Oliver - 236

Address Type: Business Street
 821 North 2nd St
 Clarksville
 TN 37040

Phone: 931-553-1575 Office

Bus ID: Dealer License
 AuctionAccessID:
 Dealer Type: Independent
 Status: Active

Orig Reg: 10/07/2019
 Last: 10/07/2022
 Allowed: Buy / Sell
 Email:

Rep Name: Aj Oliver - 236
 Last Visit: 10/07/2022
 Allowed: Buy / Sell
 Rep ID: 236

Dealer Alert

NO PHOTO

Body: VIN: WAUPEAFMXCA088518
 VSN: 512942
 Veh Type: Automobile
 Title: Title Attached
 Title#:
 Title State:
 Arbitration Reason:

Color: Odo Brand: Actual
 Odo Type: Digital
 Brand State:
 Brand Date:
 Odo Date:

Price: \$4,000.00
 Seller: -\$3,805.00
 Buyer: \$0.00
 Floor: \$0.00
 Loan#: Debtor:
 Hold Status:
 Access:

Off Site
 A058
 Open Sold
 Show More

ANNOUNCEMENTS:

Items per Page: 15 First < 1-9 of 9 > Last

Item	Ind	Date	Due Seller	Due Auction	Payments	Price	Fees	Goods	Services	Tax
A001 2013 FIAT111 500	CB	10/05/2022	\$5,000.00	\$235.00	\$5,215.00	\$5,000.00	\$450.00			
A002 2010 Audi A4	OB	10/05/2022	\$0.00	\$1,165.00	-\$845.00	\$1,000.00	\$320.00			
A011 2015 Toyota Venza	CI	10/05/2022	\$0.00	\$0.00						
A017 2014 BMW 3 Series	OB	10/05/2022	\$0.00	\$1,165.00	-\$845.00	\$1,000.00	\$320.00			
A020 1992 Acura Legend	CB	10/05/2022	\$6,000.00	\$245.00	\$6,245.00	\$6,000.00	\$490.00			
A021 1992 Acura Integra	CB	10/05/2022	\$5,000.00	\$235.00	\$5,215.00	\$5,000.00	\$450.00			
A022 1981 Ford F-Series Pickup	CB	10/05/2022	\$5,000.00	\$235.00	\$5,215.00	\$5,000.00	\$450.00			
A055 2013 Audi A5	OB	10/05/2022	\$6,000.00	\$6,260.00		\$6,000.00	\$245.00	\$15.00		
A058 2012 Audi A3	CB	10/05/2022	\$4,000.00	\$195.00	\$4,205.00	\$4,000.00	\$400.00			

ORDERS

Edit Vehicle

Sell Settle

Arbitration

Test Drive

Adjustments

Charges

Departure

Replace Seller

Replace Buyer

Edit Buy Settle

No Sale

Edit Title

Register Title

- Select the vehicle and select the 'Sell settle' Order from the right.
- This will launch the Sell Settle form

Seller Settlement

Seller's Account Vehicle Buyers Account

Name G J AUTO SALES
 Account John Carter
 Rep ID 01-000000437
 Address 3193 S HWY 127
 City RUSSELL SPRINGS KY 42642
 Type Business Street
 Phone 270-866-3800 Fax Ext

Customer No 670 Bus ID 188211
 Vehicle State Open Sold 10/07/2022 - 05:37:53 A

Title	Run No	Total Due	Transmittal	Year	Make	Model	VIN
Title Atta...	A058	\$3,805.00		2012	Audi	A3	WAUPEAFMXCA

Vehicle Account Guided

Destinati...	RunNo	Description	Amount
	A058	Block Sale	-\$4,000.00
	A058	Seller's Fee	-\$195.00

Title Title In 123456
 State IN 10/07/2022
 Register Title

Next Check
 Tender Type [Select]
 Post Guidance Post Tender Am Exit

- If the Title is not registered update the Title here and Register it. Enter the Title Number, State, and Date
- Click the Register Title Button when done to Register the Title.
- Once done you will be able to Select the Tender Type from the drop-down. you Select Check the next check No will automatically be filled into the Next Check field by the System.
- Select the Post Tender button to complete the Sell Settle.

After performing a Buy Settle and Sell Settle the vehicle will be placed in the History Tab as it is now an Inactive vehicle deal is closed on both sides.

Revision #4

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