



# HOW TO ORDER SERVICES



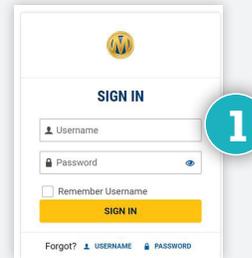
**SAVE TIME. AVOID THE LINES. ORDER MANHEIM SERVICES ON YOUR MOBILE DEVICE.**

You can now order many services from your computer or mobile device with a few simple clicks. From Post-Sale Inspections (PSI) to transportation, you can order, check statuses or even set up notifications for the updates you need. These enhanced post-purchase options save you time and make it easier to manage your business.

SEE HOW AT [SIMPLEMANHEIM.COM](https://www.simplemanheim.com)

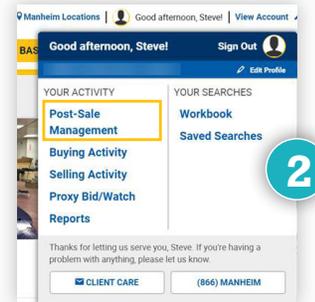
## STEP 1: LOG IN TO MANHEIM.COM

- » Go to **Manheim.com**.
- » Select **Sign In** from the top navigation.
- » Enter your **username** and **password**.
- » Click the **Sign in** button.



## STEP 2: GO TO POST-SALE MANAGEMENT

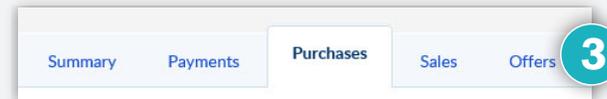
- » From the **View Account** menu, click on the **Post-Sale Management** link.



## STEP 3: VIEW PURCHASES

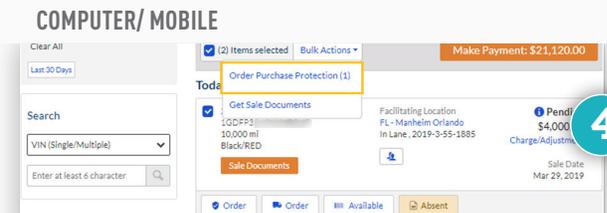
- » Click on the **Purchase** tab.

### COMPUTER/MOBILE



## STEP 4: ORDER PURCHASE PROTECTION

- » Select single or multiple vehicles and click bulk actions "**Order Purchase Protection**".

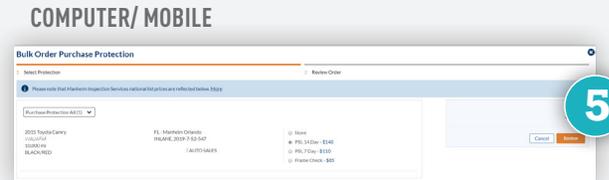


CONTACT YOUR LOCAL AUCTION REPRESENTATIVE OR CLIENT CARE TEAM AT 1-866-MANHEIM, OR VISIT [WWW.SIMPLEMANHEIM.COM](http://WWW.SIMPLEMANHEIM.COM)



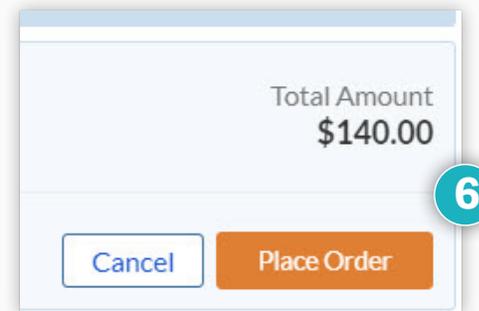
## STEP 5: SELECT TYPE

- » Choose from the options listed based on eligibility. Click **Review**:
  - 7 Day (PSI)
  - 14 Day (PSI)
  - Limited Powertrain (LPI)
  - Frame Check



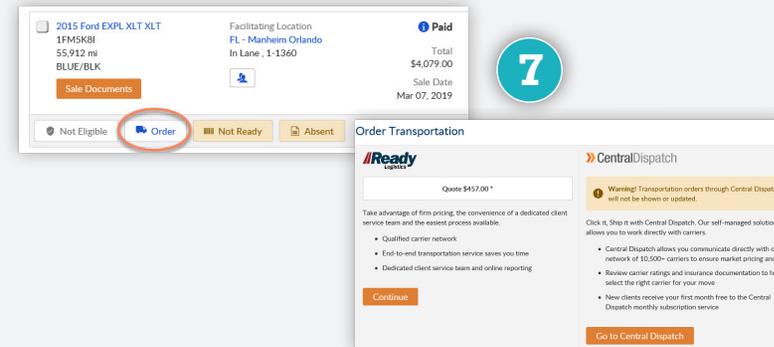
## STEP 6: SUBMIT ORDER

- » Click **Place Order** to order a Purchase Protection.



## STEP 7: ORDER TRANSPORTATION

- » From the **Purchase tab** you can order transportation for a single vehicle.
- » Click on the **Order Transportation** button.
- » Select if you want a quote from Ready Logistics or go to Central Dispatch to post your listing.



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