

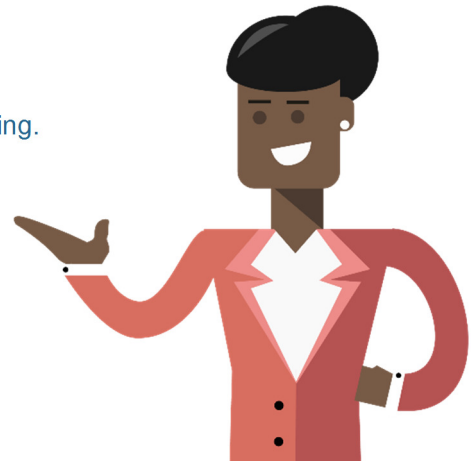
HOW TO: ADD PREFERRED TRADING PARTNERS



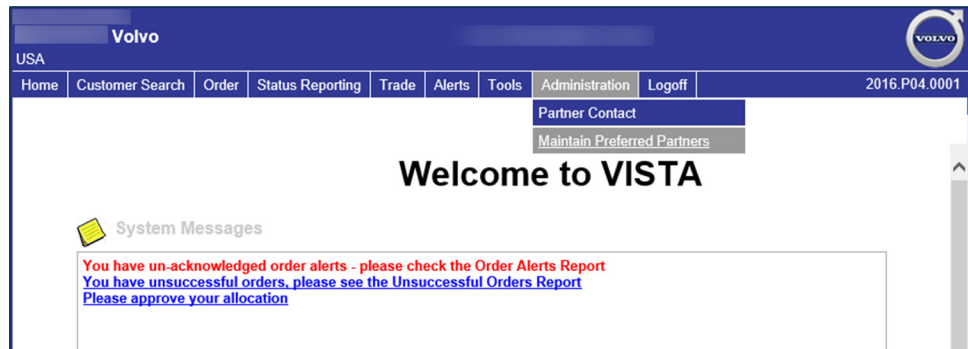
VISTA LETS YOU:

- ✓ Designate specific retailers as preferred partners for trading.
- ✓ Add partners from an easy drop-down list.
- ✓ Manage the list at any time.

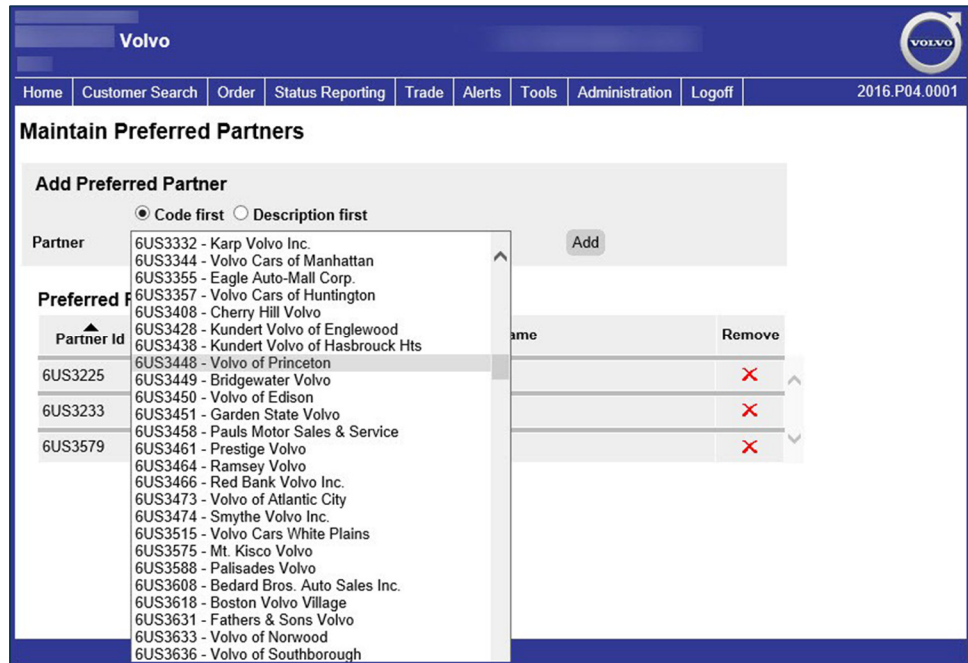
These partners will get priority when you search for vehicles for customers.



1. Go to the **Administration** tab and select **Maintain Preferred Partners**.



2. On the Maintain Preferred Partners screen, use the drop-down menu to select each **retailer**.



HOW TO: ADD PREFERRED TRADING PARTNERS



- When you see it appear in the bar, click **Add**.

Maintain Preferred Partners

Add Preferred Partner

Code first Description first

Partner:

Preferred Partners

Partner Id	Partner Name	Remove
6US3225	Volvo of Watertown	<input type="button" value="X"/>
6US3233	Volvo of Danbury	<input type="button" value="X"/>
6US3579	Hudson Valley Volvo	<input type="button" value="X"/>

- You get a **confirmation message**, and you can see that they're added to your Preferred Partners list.

Maintain Preferred Partners

Previous action was successful

Add Preferred Partner

Code first Description first

Partner:

Preferred Partners

Partner Id	Partner Name	Remove
6US3225	Volvo of Watertown	<input type="button" value="X"/>
6US3233	Volvo of Danbury	<input type="button" value="X"/>
6US3448	Volvo of Princeton	<input type="button" value="X"/>
6US3579	Hudson Valley Volvo	<input type="button" value="X"/>

- To **remove** a preferred partner from the list, just use the **red "x."**