Hitch ASSIGNING AN ORDER TO THE RUNBUGGY MARKETPLACE JOB AID

This job aid shows you how to assign an order to be sourced, assigned, & monitored through the open RunBuggy Marketplace.

AFTER AN ORDER IS CREATED

1. Track the order you would like to assign to the open marketplace

Assign To Marketplace

2. a. Scroll down and **click**

OR from the Ready tab

b. Click the drop -down and select Assign to Marketplace

The Assign to RunBuggy Account screen will display.

- 3. **Select** the RunBuggy Account from the dropdown list
- 4. Select Delivery Option
- 5. Click Place Order

A task, "Assigned to Marketplace" will appear under **All Tasks**.





Assign to RunBuggy Account	
ADESA MP	
DELIVERY OPTION	ALL TASKS (2) FOCUSED VIEW (1) ORDER CHANGES (0)
O Gold \$1434.90	Today
O Platinum \$1620.46	loday
O Repo \$1068.41	🕗 🙆 🔕 Monitor 🖍
Additional Notes	Assigned to Marketplace - ADESA MP



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