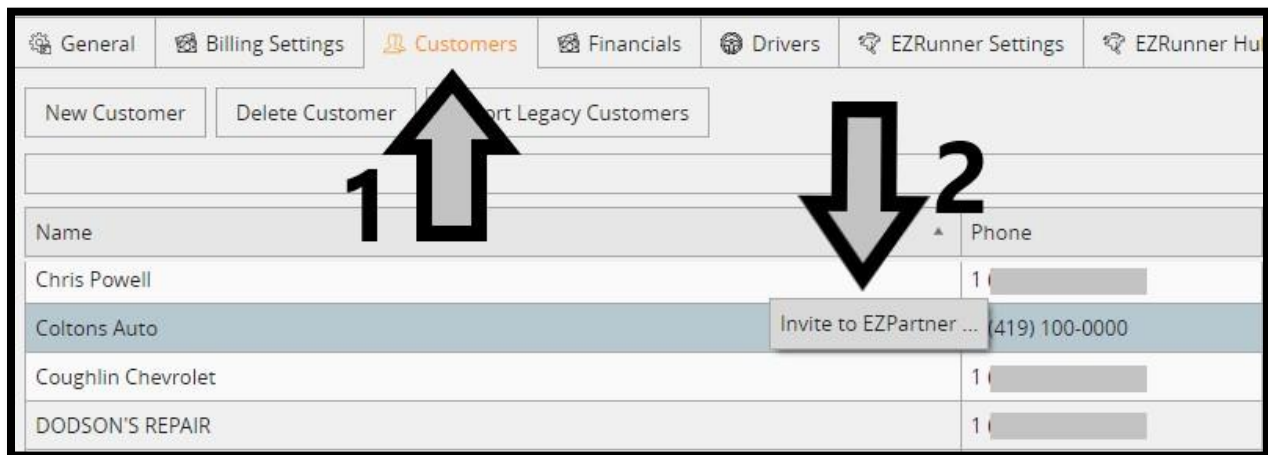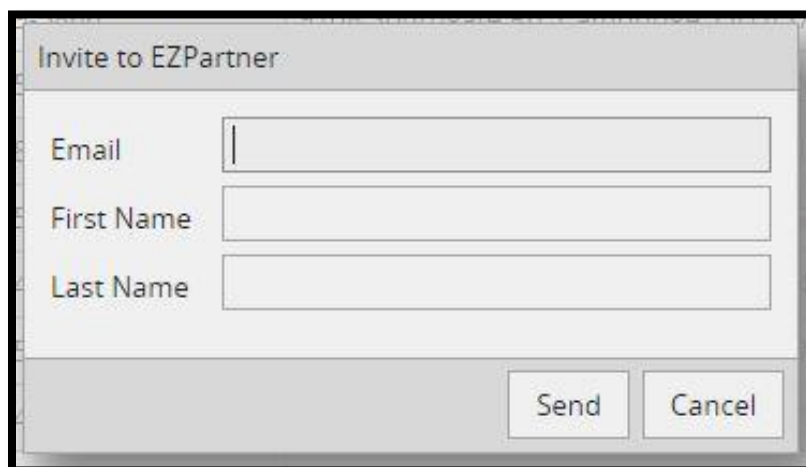# EZ Partner App

The EZ Partner App is a direct connection between your yard and the end customer. Using EZ app information from EZ Route, EZ Runner and EZ Order Manager this app helps to promote further transparency in the processing and delivery of parts.

With EZ Partner your customer can receive up to the minute delivery information on their orders. You can also forward approval requests on questionable parts directly to the end customer before the order ever leaves your facility.

1. Log in to *EZ Suite*(ez.delivery) and go to *settings* and select *sites.* Then double click on your store.

2. Select the *Customers* tab across the top.
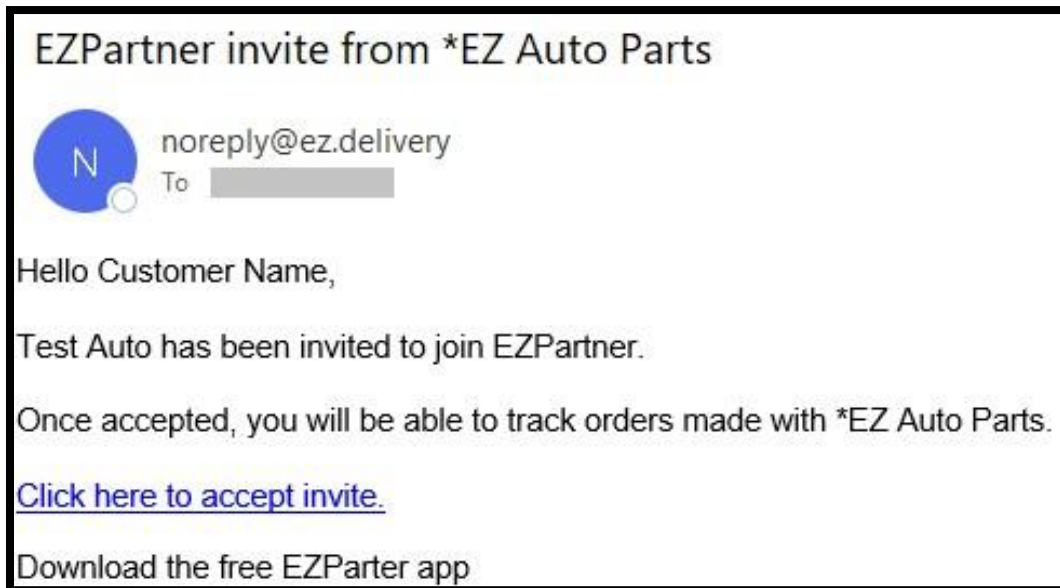3. Right click on the customer you would like to invite and select "Invite to EZPartner…"

4. Fill in the customer information in the box seen above to complete your invite.
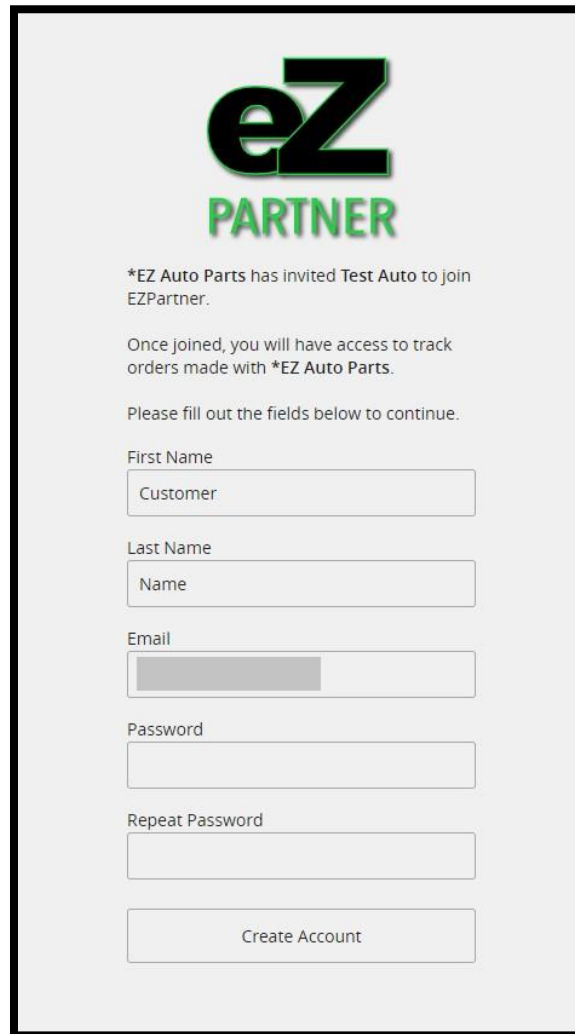
Active	Ranking	EZPartner Status
Yes	50	Not Invited
Yes	50	Invited
Yes	50	Not Invited
Yes		Not Invited
Yes	50	Not Invited
Yes	50	Not Invited

5. You will know the status of the invite by looking at the *EZPartner Status* column on the *Customers* tab.

EZPartner invite from *EZ Auto Parts

noreply@ez.delivery

To

Hello Customer Name,

Test Auto has been invited to join EZPartner.

Once accepted, you will be able to track orders made with *EZ Auto Parts.

Click here to accept invite.

Download the free EZParter app

6. Your customer will receive an email like the one seen above. They simply need to click the link to accept the invitation.

7. The link will send the customer to our Ez.Partners website and prompt them to create a password for their account.

8. Once the customer adds a password and creates their account the *EZ Partner Status* will change from *Invited* to *Accepted*.

9. From here your customer is officially connected. They can sign in to EZ.Partners and view their order information. **_EZ Partner is also offered as a mobile app_** which allows for push notifications and order approvals to be sent directly to your device.
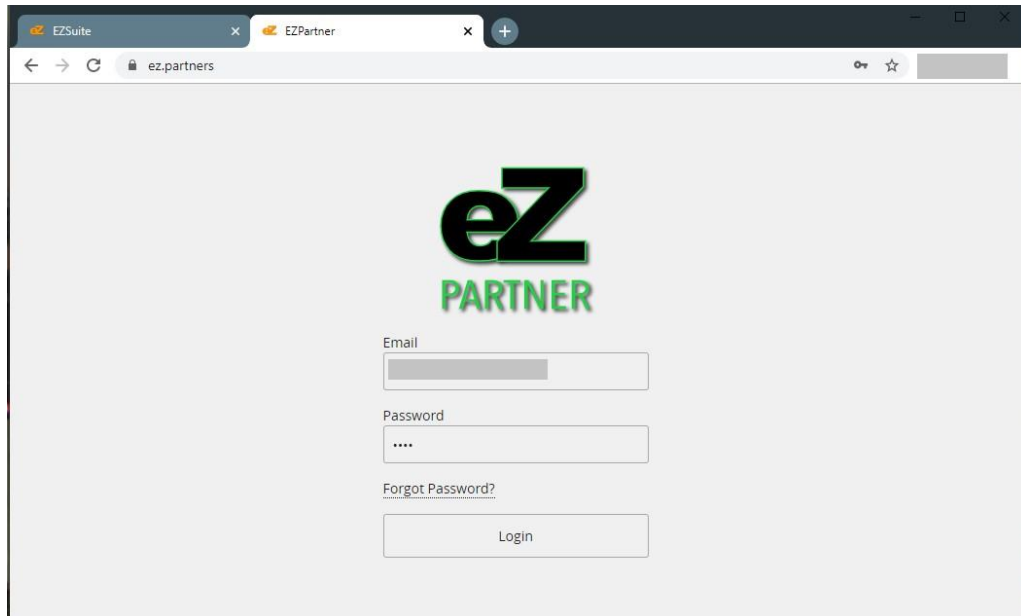
10. Once signed in your customers will have access to information in the menu listed below and can use this as a hub to monitor incoming deliveries and approval requests.