

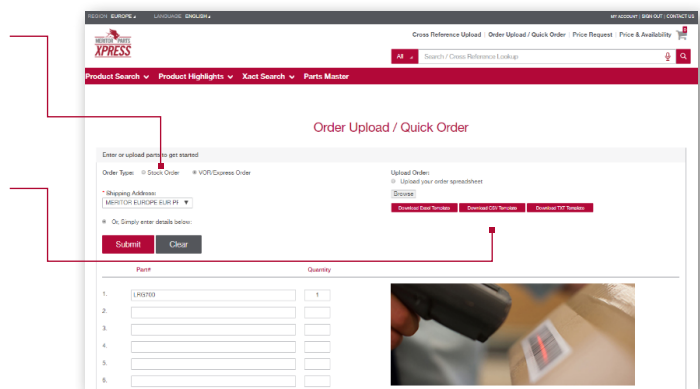
## Meritor Parts Xpress

# HOW TO UPLOAD STOCK ORDER WITH QTY

## How To:

1. Choose order type **Stock Order**.

Download one of the provided **Templates**, complete your order lines, following Template format, max 200 lines.

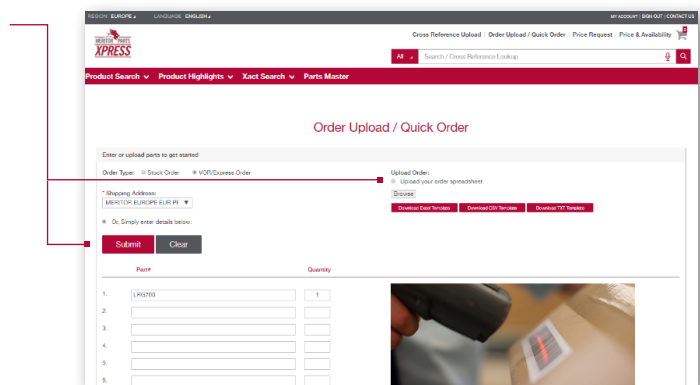


You can save **Template** with frequently ordered parts/scheduled orders and when placing new order.

*Do not change Template name.*

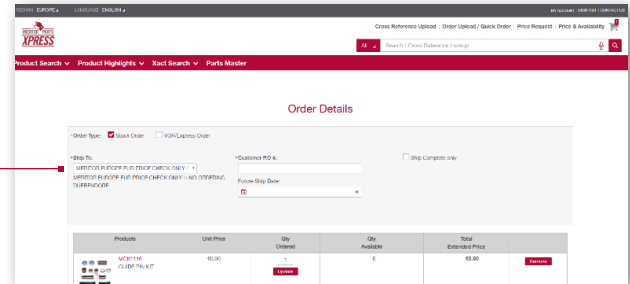
	A	B	C
1	<b>Part Number</b>	<b>Quantity</b>	<b>Max # of lines : 200</b>
2	MXC9102016		
3	MXC9309042	3	
4	MDP1043		
5	TT70.02.876		
6	MXC9103054	10	
7	MDP3087K		
8	TT70.02.594	8	
9	TT08.02.008		
10	TT70.09.005		
11	WSK.51.14	1	
12	MBD2079		
13	MLF8047		
14	CKSK.14.1		
15	MXC9103053		
16	WSK.63.30		
17	MCS390411		
18	BSK.62	5	
19	TT19.09.001		
20	CKSK.16.1.R		
21	SP8963		
22	MLF8191		
23	TT06.24.017		
24	MBD1105		
25	MBR6011		

Select **Upload your order**, you will be taken to the cart.

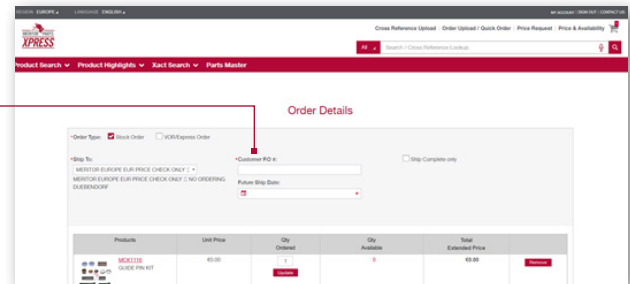


## How To:

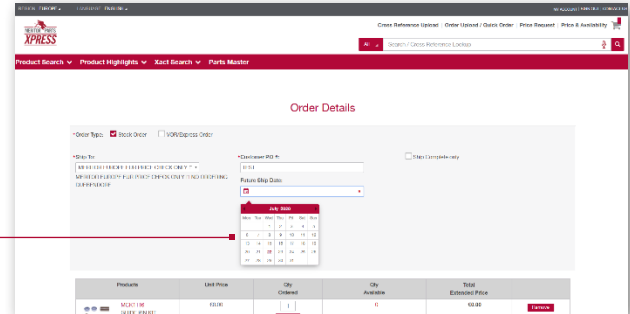
2. Select **Ship To** address from drop down menu. If you have a new ship to location for **Stock Order** - please contact your Customer Service Rep.



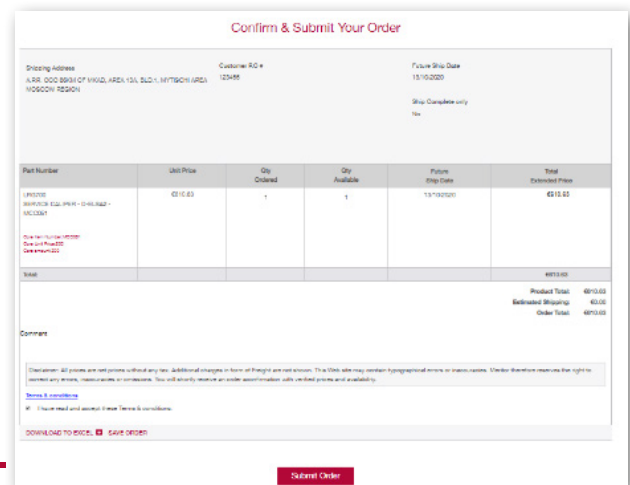
3. Add your **purchase order number** in the provided field.



4. Select your required **Shipping Date**, in accordance with your weekly shipping schedule.



5. **Submit** your order after **accepting the terms and conditions**.



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