



How to Schedule a customer Self-Inspection

1

Click "Add Vehicle"

My jusTrades			Add Vehicle	CarPairs -	Shared Listings	Settings -	Log out
INSPECTION DATE ▴ ▾			MESSAGES ▴ ▾			ACTIONS	
Invalid date							
Invalid date							
04/17/2025 2:52 pm							
04/17/2025 2:52 pm							
Invalid date							
Invalid date							
Invalid date							

2

VIN

Model

Miles

Make

Year

Customer Info

First Name

Last Name

Email

Phone

Inspection Type

Seller Self Inspection

Dealer Inspection



Tip! Click anywhere inside the box and the vehicle details should auto populate. If for any reason there it doesn't or there is a mistake you can manually add the information.

4

Add the customer's information

1. First and Last Name
2. Email address
3. Phone Number

Vehicle Info

***VIN**

5TFEM5F13GX102062

Model

Tundra

***Miles**

45868

Make

TOYOTA

Year

2016

Customer Info

***First Name**

First Name

***Last Name**

Last Name

***Email**

Email

***Phone**

() - - - - -

Inspection Type

 Seller Self Inspection

 Dealer Inspection

Submit

Clear

GET IN TOUCH

5

Click "Seller Self Inspection"

Model

Tundra

Year

2016

*Miles

45868

Customer Info

*First Name

Kevin

*Last Name

Morrissey

*Email

kevin@mail.com

*Phone

9795551212

Inspection Type

 Seller Self Inspection Dealer Inspection

Submit

Clear

GET IN TOUCH

info@myjustrade.com
+1 844-679-7653

Reserved.

T

6 Click "Submit"

Model

Tundra

Year

2016

***Miles**

45868

Customer Info

***First Name**

Kevin

***Last Name**

Morrissey

***Email**

kevin@mail.com

***Phone**

9795551212

Inspection Type



Seller Self Inspection



Dealer Inspection

Submit

Clear

GET IN TOUCH

info@myjusttrade.com
+1 844-679-7653



Congrats, that's it!

You just sent your new customer a link for doing a Self Inspection. This also creates a customer account in your database.