MYPLACE4PARTS®

FIND THE RIGHT PARTS FAST

QUICK START GUIDE

MYPLACE4PARTS.COM

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FIND. ORDER. DELIVERED.

MYPLACE4PARTS is recognized by technicians as the easiest to use and most complete parts ordering e-commerce system available in the aftermarket. The application is loaded with features that enable you to find the parts you need fast, allowing you to spend LESS TIME CLICKING AND MORE TIME FIXING.

WHY IS MYPLACE4PARTS THE BEST WAY FOR TECHNICIANS TO FIND PARTS? SIMPLE...

FIND THE RIGHT PARTS FAST.

SPEED

MYPLACE4PARTS eliminates the middle man and sources parts from multiple store and warehouse locations, putting technicians on the fast track to getting their parts quickly.

ACCURACY

The application has multiple integrated catalogs including application parts, accessories, performance parts, othermotive, tools, shop supplies and more, so technicians can rest assured they'll get the right part for the right job.

EFFICIENCY

Designed by shops for shops, MYPLACE4PARTS enables technicians to view what they already have in stock, and to create custom parts lists for commonly-ordered parts and tools, as well as efficiency shortcuts to minimize search times.

“MYPLACE4PARTS streamlines looking up parts. I can look up the part, I can see the pictures, and it helps me get the right part the first time. I’m on MYPLACE4PARTS all the time, even after hours.”

– ***Joe Crippen**, Joe’s Garage*
North Little Rock, AR

Using MYPLACE4PARTS is like driving a fine car that’s loaded with features for a smooth and enjoyable ride, such as:

COMPREHENSIVE INTERCHANGE

Whether it’s a simple aftermarket-to-aftermarket interchange or a more complicated OE to aftermarket interchange, MYPLACE4PARTS has you covered.

DELIVERY TIMES*

The system also gives you an estimate on when to expect your parts delivery based on order time. This allows you to more accurately schedule your customer’s drop-off and pick-up times.

MAKE-SPECIFIC LOOKUPS*

MYPLACE4PARTS knows what brand was OE on the vehicle you were repairing, even recognizing different brands for left side and right side oxygen sensors. The brand you see listed first is the one specified by the OE.

**Available in participating regions.*

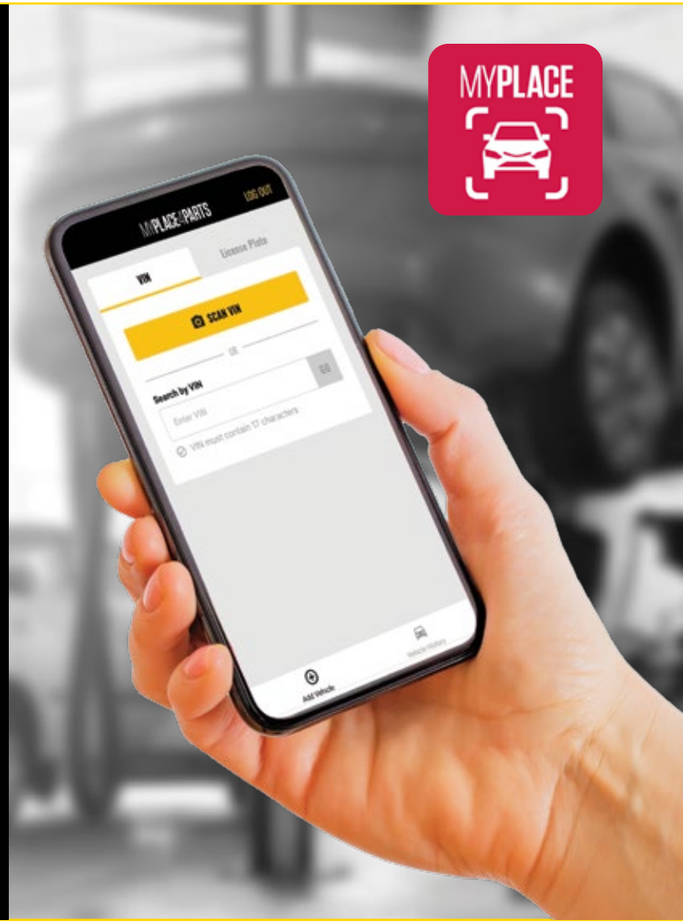
MOBILE VIN SCANNER

MYPLACE4PARTS puts power into the palm of your hand with its mobile VIN scanner, which instantly loads scanned VINs from your Android or Apple phone or tablet. A single button click enables VIN data to upload to MYPLACE4PARTS with a quick, accurate parts lookup to help increase bay productivity and improve accuracy.

MYPLACE4PARTS also features plate-to-VIN lookup. Simply enter the license plate number and state of issuance, and MYPLACE4PARTS instantly populates the VIN number. The app is free to download from the Google Play Store and the App Store.

Download on the App Store

GET IT ON Google play



YOUR TIME MATTERS

> “The MyPlace4Parts catalog moves faster than all the other catalogs that we search through. It looks like it was built by a shop management system. It’s seamless. Other products are glitchy, they hang up and kick you out and show error messages. We haven’t had any of those problems with MYPLACE4PARTS.”
>
> ***– Bill Nalu,*** *Interstate Auto Care*
> *Madison Heights, MI*

GETTING STARTED:

MYPLACE4PARTS is designed specifically for professional technicians. It's an extremely powerful yet easy-to-use interface that gives you access to more parts online than ever before. Here's how to get started:

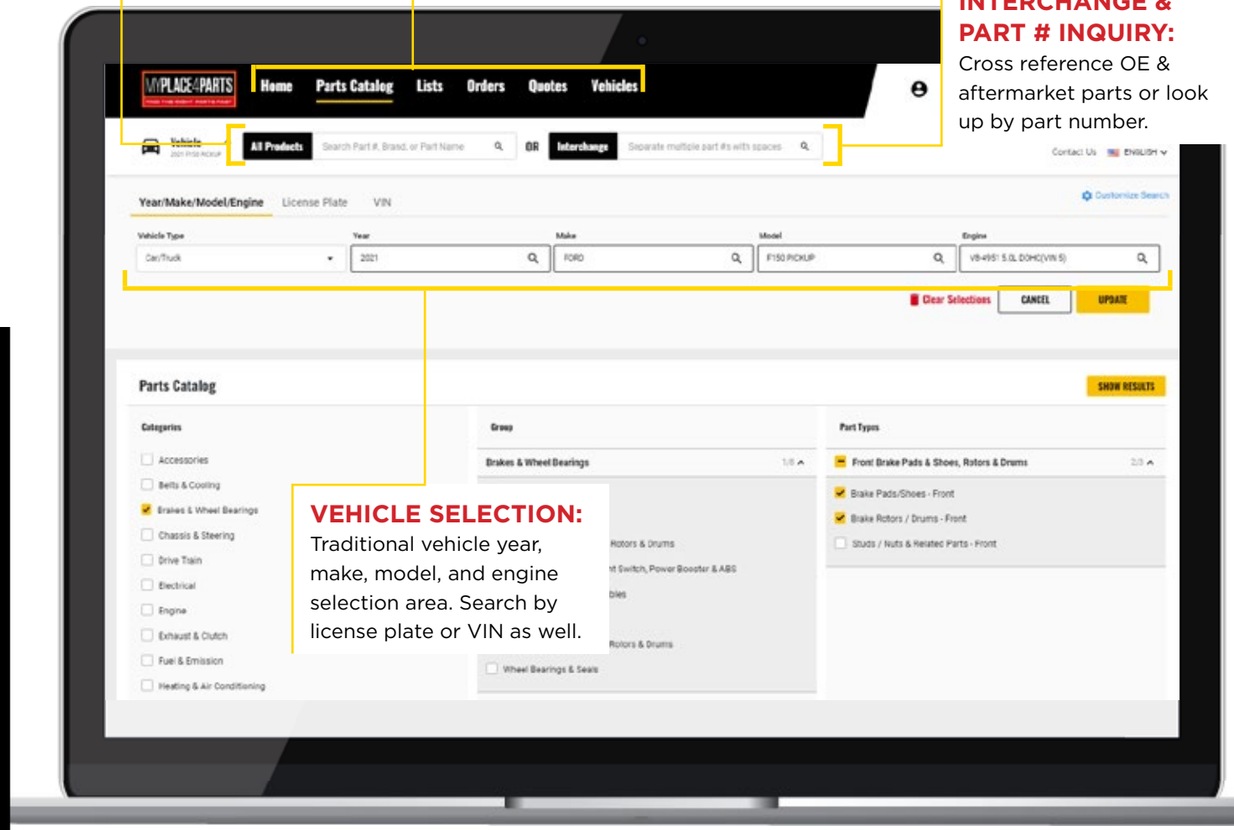
01. Visit **MYPLACE4PARTS.com**

02. **Log in using the USERNAME and PASSWORD provided to you by your Parts Supplier. Your credentials are specific to you, so don't share them with your coworkers. Everyone in your shop who uses MYPLACE4PARTS should have their own unique logins.**

ALL PRODUCTS:
Search by application, accessory, supplies & tools, brand, part number or part name

QUICK LINK NAVIGATION BAR:
Home - return to home screen
Parts Catalog - look up application parts by vehicle
Lists - view saved custom parts lists
Orders - view your order history
Quotes - view saved quotes
Vehicles - view vehicle lookup history

INTERCHANGE & PART # INQUIRY:
Cross reference OE & aftermarket parts or look up by part number.

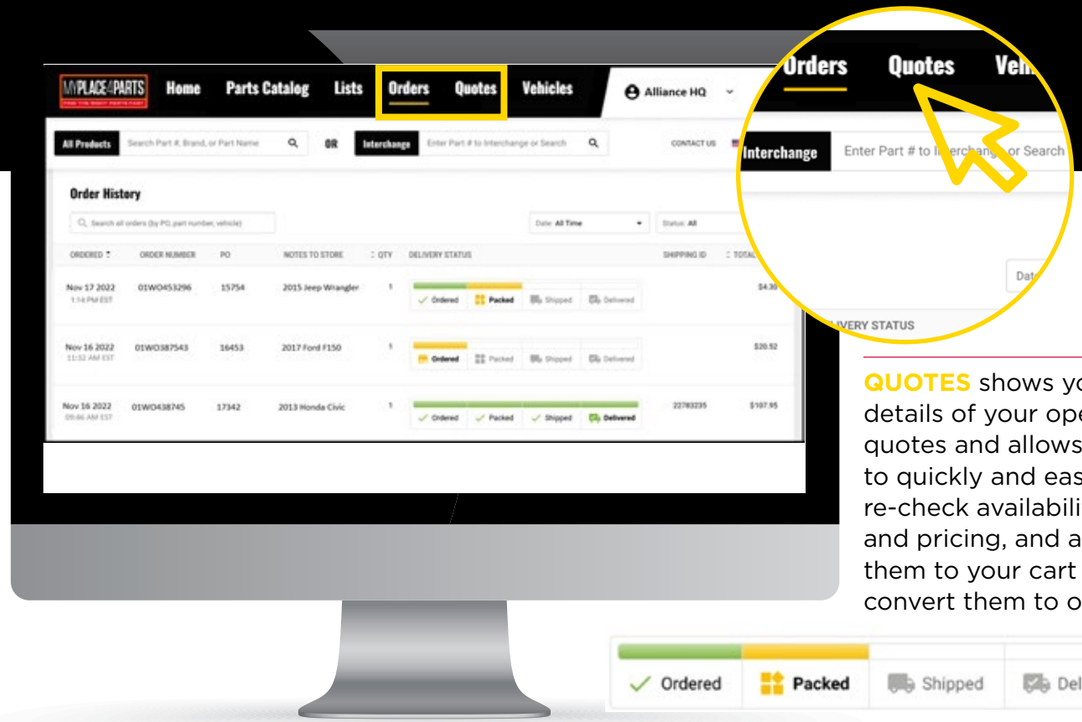


VEHICLE SELECTION:
Traditional vehicle year, make, model, and engine selection area. Search by license plate or VIN as well.

QUICK LINK NAVIGATION BAR

The Quick Link Navigation Bar will be your go-to area for quickly jumping from one page to another.

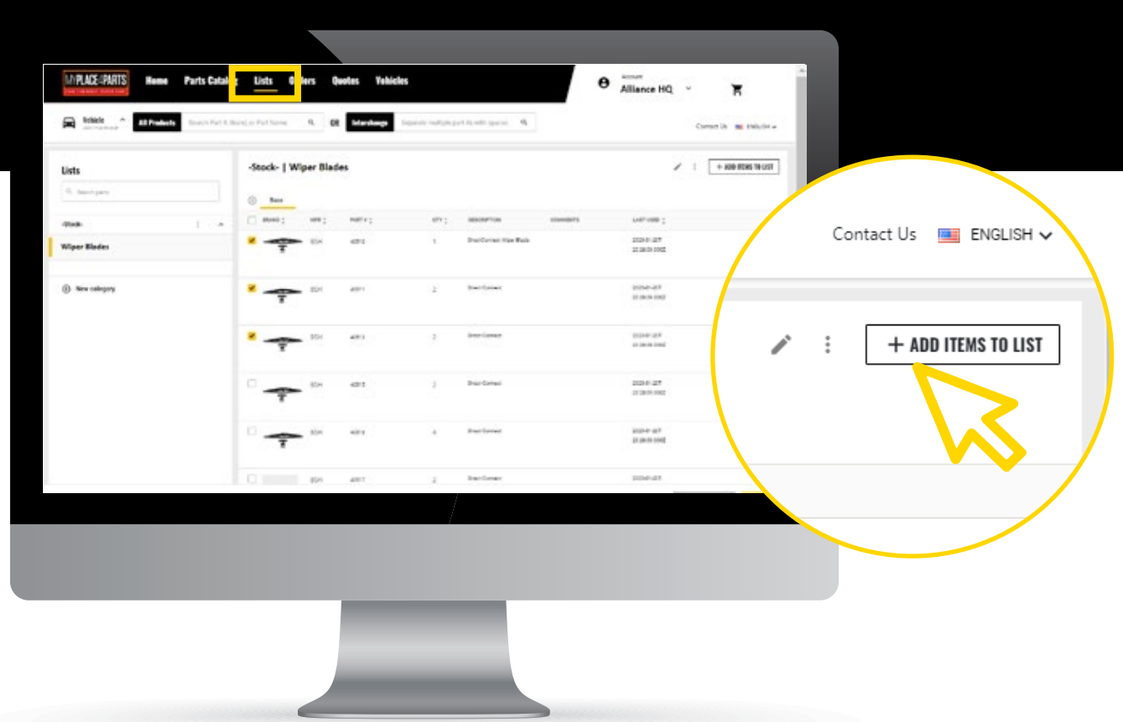
The **ORDERS** page is where you can view all of your open and closed orders, along with the current delivery status of each (dependent on your parts provider using a compatible delivery system).



QUOTES shows you details of your open quotes and allows you to quickly and easily re-check availability and pricing, and add them to your cart to convert them to orders.

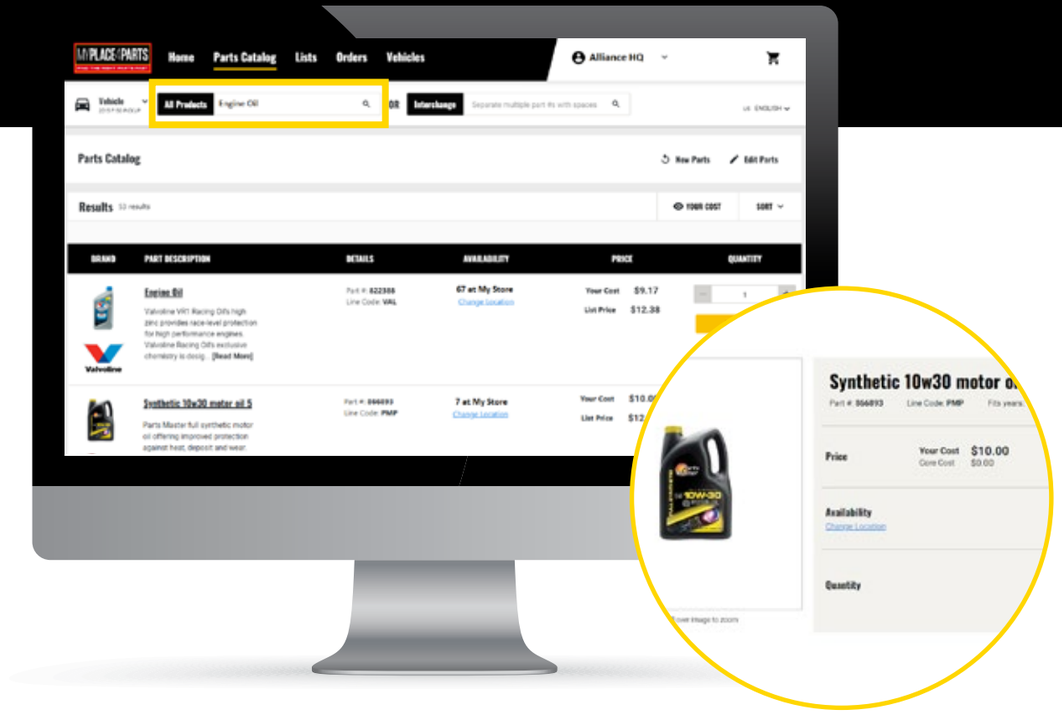
LISTS allows users to create an unlimited number of custom parts lists containing the most commonly ordered parts for your shop, fleet vehicles you service, and more. Lists can easily be shared among staff or kept private.

- **TO CREATE:** Just click the “Add” button on the Lists page and create a name for your new list.
- **TO ADD PARTS:** Go to the List Screen and simply enter the line code and part number, and then click “Validate.” This will search your selling network for a matching item and automatically populate the description. You can also import a list from Excel.



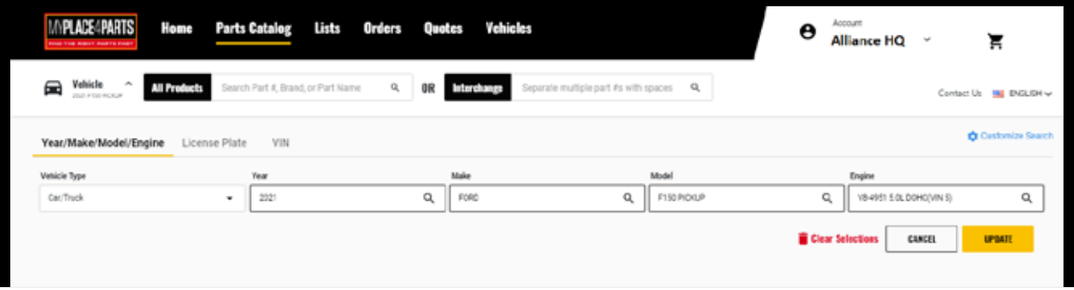
FIND THE RIGHT PARTS

However you prefer your parts search, we've got you covered. MYPLACE4PARTS features several different search methods to make sure you find the part you need as quickly and accurately as possible.



SEARCH METHOD 1:

Find the right parts for the vehicle you're working on using the **PARTS CATALOG** page. Look up vehicles in a variety of ways, including year, make, model, and engine, license plate, or even VIN.

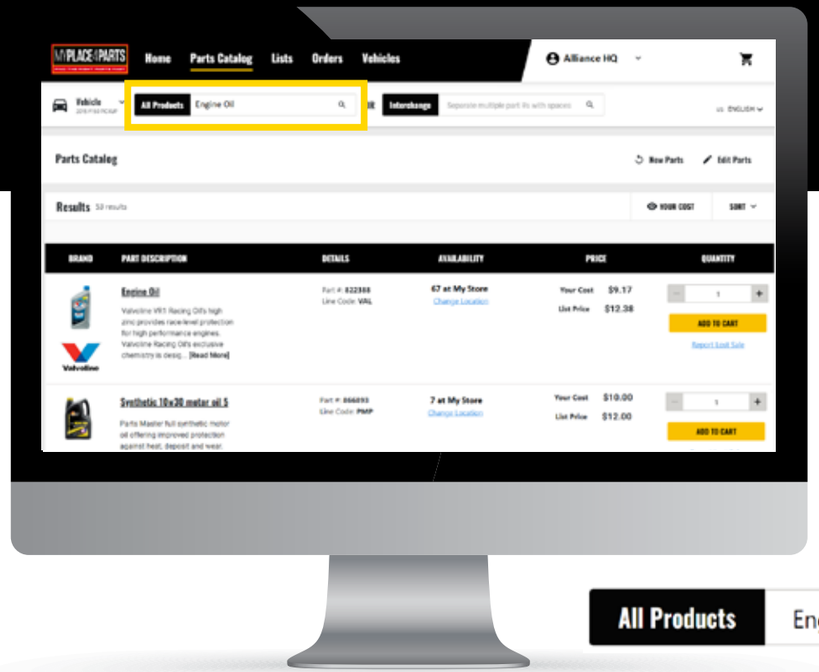


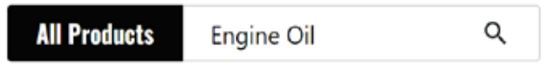
- From the Home Screen, click on a vehicle type and move from left to right, selecting the year, make, model, and engine.
- After selecting the vehicle type, MYPLACE4PARTS guides you to the category and group selection screen, where you can repeat the process for parts.
- Once finished, click "Show Results" to see the parts themselves.

Clicking on the item name will open up a full **PRODUCT DETAIL PAGE** providing details including images, dimensions, related documents, specifications & vehicle fitment data.

SEARCH METHOD 2:

Enter your keywords into the **ALL PRODUCTS** search bar and scan a comprehensive electronic catalog of application parts, supplies, tools, and accessories. Use the filter to narrow down results by segment or navigate manually through the various categories.

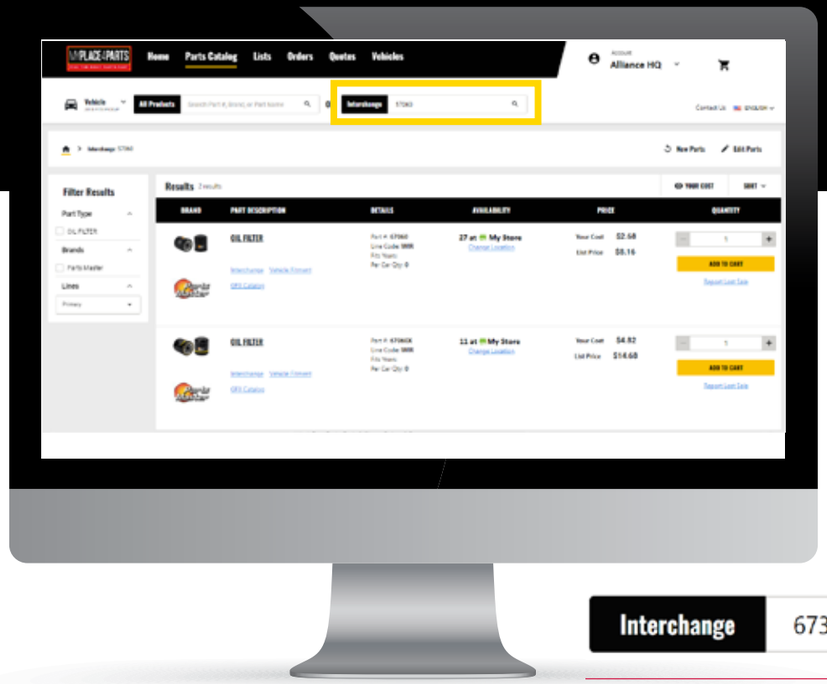




ALL PRODUCTS resides in the navigation box row right below the main navigation bar.

SEARCH METHOD 3:

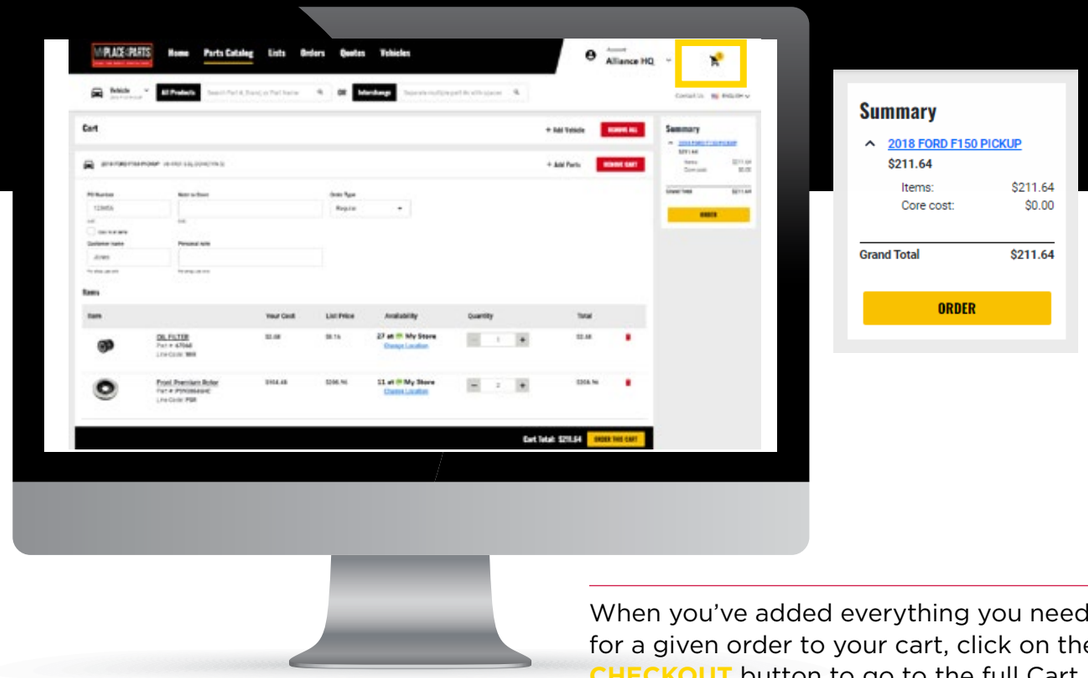
The **INTERCHANGE** navigation bar is best for cross referencing any aftermarket or OE part numbers back to the corresponding part number your parts store or warehouse carries. Just type the part number you want to interchange and hit “Enter” or press “Go.”



INTERCHANGE resides in the navigation box row next to the All Products search bar.

MY CART:

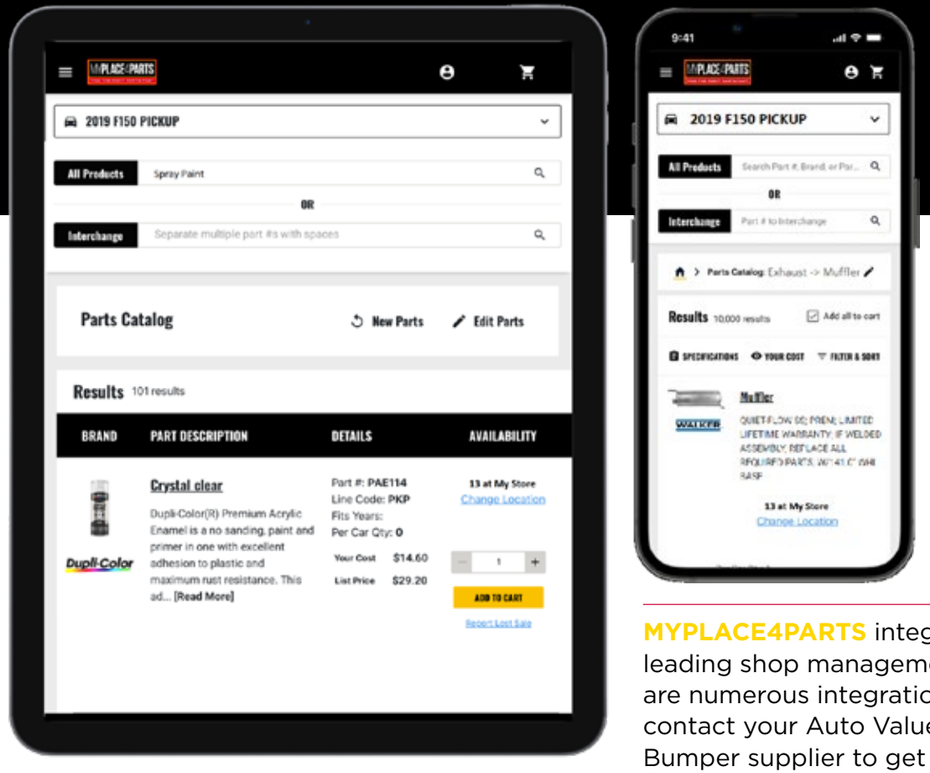
The **MY CART** box in MYPLACE4PARTS works just like the shopping carts you're accustomed to using on other internet sites. As you select items from the parts display screen, by clicking on the Cart button, these items are added to your cart.



When you've added everything you need for a given order to your cart, click on the **CHECKOUT** button to go to the full Cart screen. From there you can edit, delete, and add items and notes to your order, or save the cart to a quote to be retrieved later.

MOBILE FRIENDLY DESIGN:

MyPlace4Parts in the palm of your hand, the responsive mobile design means **MYPLACE4PARTS.COM** will automatically adjust to perform seamlessly on your mobile devices, from cell phones and tablets to laptops and PCs, MyPlace4Parts is available wherever you need it.



MYPLACE4PARTS integrates with all the leading shop management systems. There are numerous integrations available, please contact your Auto Value or Bumper to Bumper supplier to get connected.

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MORE TIME FIXING.

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