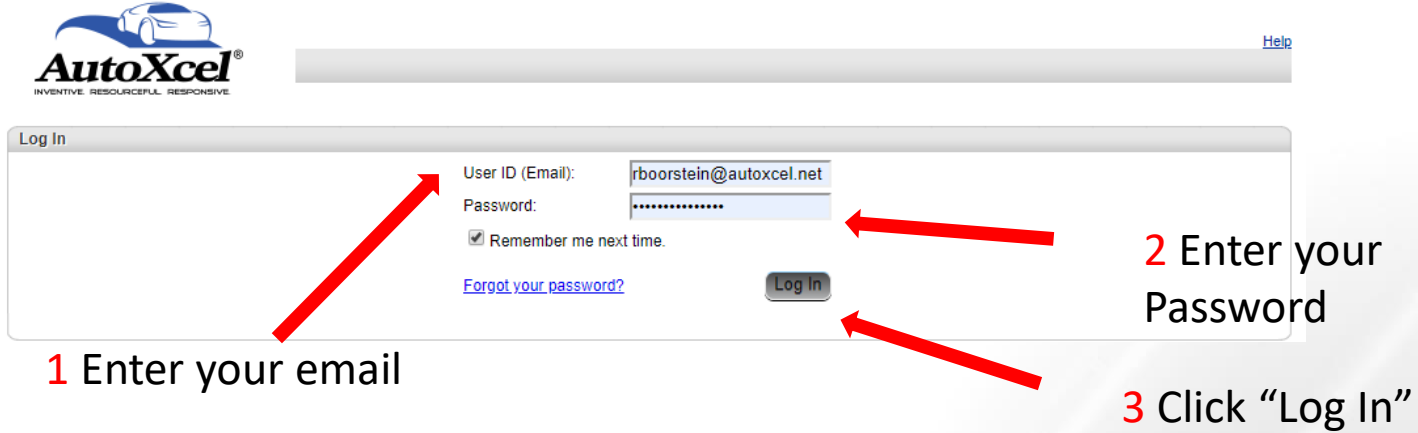


Accessing the AutoXcel DAP

Website: <https://www.scsautoexpress.com/scs.dap.axl/>

- Our New Portal is intuitive and easy to use.
 - Provides a real time status update.
 - Streamline the Remittance process for the dealer.
- Follow the steps below to Log In.



The screenshot shows the AutoXcel DAP login interface. At the top left is the AutoXcel logo with the tagline 'INVENTIVE. RESOURCEFUL. RESPONSIVE.' and a 'Help' link at the top right. The main content area is titled 'Log In' and contains the following elements:

- 1 Enter your email:** A red arrow points to the 'User ID (Email)' input field, which contains the text 'rboorstein@autoxcel.net'.
- 2 Enter your Password:** A red arrow points to the 'Password' input field, which contains a series of dots.
- 3 Click "Log In":** A red arrow points to the 'Log In' button.

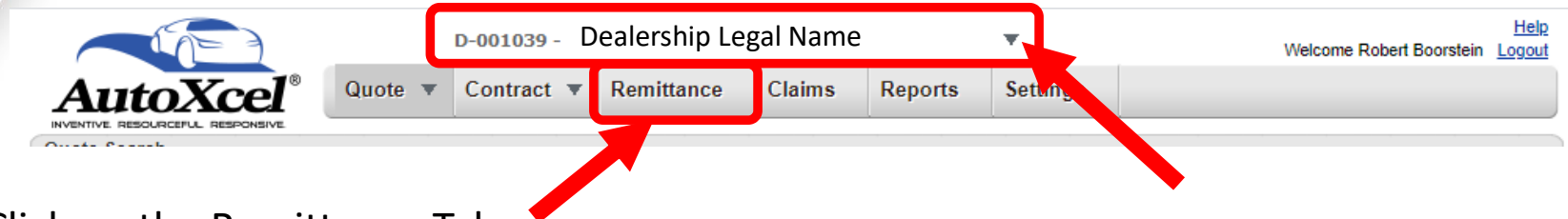
Additional elements include a checked checkbox for 'Remember me next time.' and a blue link for 'Forgot your password?'.

- After initial Log In is made you will be prompted to change your password.
- It is a best practice to bookmark this page.

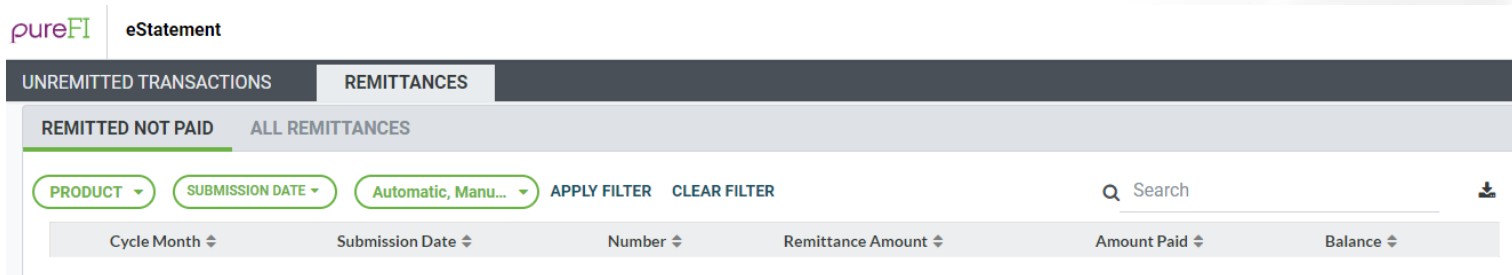


SCS-DAP Creating a Remittance

- Once you Log In, the below screen will be viewed.



- Click on the Remittance Tab
 - You will be redirected to another page.
 - Below is a screenshot of what that page will look like.
- Remittances for Multiple locations.
 - Click the dropdown arrow and select the store you choose to remit for.



SCS-DAP Creating a Remittance

Contract Status Overview

Once a contract is created, it will go through several changes. As a contract changes status, you will see the emblem next to the contract change, below is a key for the different statuses.

Status: **P** - Pending **P^s** - Pending-Billed **A** - Active **V** - Void **C** - Cancelled **E** - Expired **R** - Rejected

- **P** Pending – A created contract that has yet to be billed. The contract will remain in this status until it is remitted. Until it is remitted you will still be allowed to Edit or Void the contract, however once it is remitted you will need to contact AutoXcel directly to make any changes.
- **P^s** Pending Billed – A contract will move from Pending to Pending Billed once it is remitted.
- **A** Activated – Once payment is received for the contract it will move from Pending Billed to Activated.
- **V** Void – A contract can be voided at the seller level up to the point that it is remitted. Once it is remitted it will need to be canceled by AutoXcel and require a cancellation request.
- **E** Expired – The contract has reached the end of its terms.
- **R** Rejected – A contract can only be rejected by AutoXcel. You will be notified if a contract is rejected.





SCS-DAP Creating a Remittance

- To create a remittance:
 - 1) Click the **UNREMITTED TRANSACTIONS** tab at the top left of the page.
 - 2) Use the **FILTER** (the filter is located on the toolbar above the list of contracts) to filter how you would like the results to be displayed. You can sort by Product (KEY, GAP, etc..), Date (select a custom date range or use the drop down to select one of these preset ranges: Last Month, This Month, or Last X Days), Lienholder, Type (current status of the contract). Click **APPLY FILTER** located to the right of the filter selections.
 - 3) Click the **CHECK BOXES** to the left of the contracts that the dealership would like to pay.

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UNREMITTED TRANSACTIONS REMITTANCES

Total Due: \$0.00 Total Count: 0 SAVE PREVIEW **SUBMIT**

Select transactions below to create a remittance.

1 - 6 of 6 results

FILTER **PRODUCT** **DATE** **LIENHOLDER** **TYPE** **APPLY FILTER** **CLEAR FILTER** Search

<input type="checkbox"/>	Type	Date	Contract #	Customer	VIN	Product	Lienholder	Claim #	Total Remit
<input checked="" type="checkbox"/>	Contract New Business - Unbilled	01/27/2020	DW-18-00002614	Tesatt, Test	EG553894	COSW			\$68.00
<input checked="" type="checkbox"/>	Contract New Business - Unbilled	01/21/2020	DW-9488372	Testing, Test	HA085788	COSW			\$64.00
<input checked="" type="checkbox"/>	Contract New Business - Unbilled	12/12/2019	MAX00001903	test, AutoXcel	GA013838	AXB	bank of maxim		\$314.00
<input checked="" type="checkbox"/>	Contract New Business - Unbilled	11/14/2019	BK-00001413	Testerino, Testing	EG553894	KEY			\$25.00
<input checked="" type="checkbox"/>	Contract New Business - Unbilled	11/14/2019	BK-00001414	Testerinoman, Testing	EG553894	KEY			\$25.00
<input checked="" type="checkbox"/>	Contract New Business - Unbilled	07/02/2019	CG150-00000071	McTester, Steve	FA224993	GAP			\$176.00

1 - 6 of 6 results





SCS-DAP Creating a Remittance

- After selecting the contracts to be included in this Remittance
 - 3) You can select **Preview** and review the contracts selected for accuracy if you would like.
 - This does not finalize a remittance log

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UNREMITTED TRANSACTIONS REMITTANCES

Total Due: \$364.00 Total Count: 3 SAVE **PREVIEW** SUBMIT

3

1 - 4 of 4 results

FILTER PRODUCT DATE LIENHOLDER TYPE APPLY FILTER CLEAR FILTER Search

Type	Date	Contract #	Customer	VIN	Product	Lienholder	Claim #	Total Remit
<input checked="" type="checkbox"/> Contract New Business - Unbilled	12/12/2019	MAX00001903	test, AutoXcel	GA013838	AXBD	bank of maxim		\$314.00
<input checked="" type="checkbox"/> Contract New Business - Unbilled	11/14/2019	RK-00001413	Testerino, Testing	EG553894	KEY			\$25.00
<input checked="" type="checkbox"/> Contract New Business - Unbilled	11/14/2019	RK-00001414	Testerinoman, Testing	EG553894	KEY			\$25.00
<input type="checkbox"/> Contract New Business - Unbilled	07/02/2019	CG150-00000071	McTester, Steve	FA224993	GAP			\$176.00

1 - 4 of 4 results





SCS-DAP Creating a Remittance

Remittance Preview

- The Preview below will allow you to crosscheck the contracts being remitted for accuracy prior to finalizing.

Remittance Print Preview Only												
Remittance #:						Previewed Date: 01/27/2020						
Cycle Month:						Previewed By: Collin Daniel						
						Seller: D-000001						
						Test Dealership						
						272 N Front Street, STE # 500						
						Wilmington, NC 28401						
Remittance Instruction:						Payment Type: CHK - ACH						
Please provide remittance and check payable to AutoXcel Corporation and mail to:						Total Remit Due: \$364.00						
AutoXcel Corporation												
272 N. Front Street, STE #500												
Wilmington NC 28401												
Tel: 910-762-5300												
Contract New Business - Unbilled Count:											3	
Contract New Business - Unbilled Remit Amount:											\$364.00	
Cycle Month	Transaction Date	Customer	Contract #	F&I Manager	Product	Plan	Term	Deductible	VIN	Lienholder	Stock No	Remit Amount
	11/14/2019	Testerino, Testing	RK-00001413		KEY	Recoverkey New Vehicles Only	12/999,999	\$0.00	3GCUKREC5EG013838			\$25.00
	11/14/2019	Testerinoman, Testing	RK-00001414		KEY	Recoverkey Preowned Vehicles	12/999,999	\$0.00	3GCUKREC5EG553894			\$25.00
	12/12/2019	test, AutoXcel	MAX00001903		AXBD	AX4	72/999,999	\$0.00	19UUB1F39GA013838	bank of maxim		\$314.00





SCS-DAP Creating a Remittance

Voiding a Contract

From the contract screen you can Void a contract, if it has not been remitted. Please note, the contract terms and retail price can't be edited once a contract is created. It will need to be voided and resubmitted.

To void a contract, hover over Contract and select Search. When you have located the contract, click the contract number. In the window that opens, click the Void Contract button on the bottom right. A popup screen will appear to confirm that you would like to void, click "Confirm Void".

If you would like to resubmit the contract with different terms, you will need to return to Contract Quote. This can be done by going to the Quote Search tab on the tool bar. Once there you will notice that any contract that has been generated from this quote will be listed at the bottom of the screen. This will include the voided contracts.

The screenshot shows the AutoXcel web interface for a contract. The top navigation bar includes 'Quote', 'Contract', 'Remittance', 'Claims', 'Reports', and 'Settings'. The 'Contract' tab is active. The main content area displays 'General Information' for a contract with the following details:

Purchase Date: 12/12/2019	Customer Name: test, AutoXcel	Vehicle: 19UUB1F39GA013838
Mfg. Warr. Start Date:	Address: 1275 Drummers Lane	Attributes: Passenger Car 2016 ACURA TLX
Seller: Test Dealership	Wayne, MI 48067	Sale Odometer: 1,200
F&I Manager/Sales Associate:	Primary Ph.: (215) 555-4545	Veh. Purchase Date: 12/12/2019
Recipient ID:	Secondary Ph.: (215) 555-4545	Ownership:
Stock #:	Email:	
Lienholder: bank of maxim	Language: EN	

Below the general information, there are sections for 'AutoXcel Bundle (MAX00001903) Pending', 'Plan Type: New', 'Program: AutoXcel Bundles', 'Plan Name: AX4', 'Term: 72', 'Miles: 999,999', 'Ded: \$0', 'Retail (excl. taxes): \$314.00', 'Payment: Single', 'Option: Pay', 'Effective Date: 12/12/2019 - 12/12/2025', and 'Effective Odom: 0 - 999,999'. At the bottom right, there are three buttons: 'Re-generate Contract', 'Cancellation Quote', and 'Void Contract'. The 'Void Contract' button is highlighted with a red box and a red arrow pointing to it.

Once a contract is voided, all aspects of the contract can now be edited on the Quote Screen. Once the changes have been made, you can resubmit the contract.





SCS-DAP Creating a Remittance

- Finalizing the Remittance

- 4) Click **Submit**

- This will create a final remittance log including a list of all contracts selected and the total Remittance amount.
- Print** this final remittance log and include with the payment mailed.

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UNREMITTED TRANSACTIONS REMITTANCES

Total Due: \$364.00 Total Count: 3 **SAVE** **PREVIEW** **SUBMIT**

1 - 4 of 4 results

FILTER **PRODUCT** **DATE** **LIENHOLDER** **TYPE** APPLY FILTER CLEAR FILTER Search

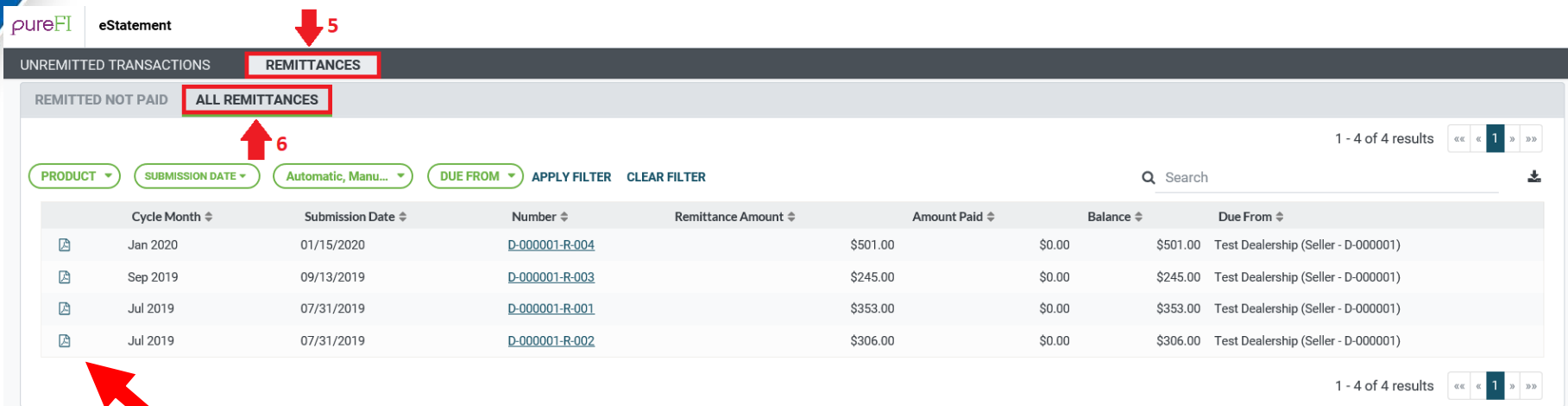
Type	Date	Contract #	Customer	VIN	Product	Lienholder	Claim #	Total Remit
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	12/12/2019	MAX00001903	test, AutoXcel	GA013838	AXBD	bank of maxim		\$314.00
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	11/14/2019	RK-00001413	Testerino, Testing	EG553894	KEY			\$25.00
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	11/14/2019	RK-00001414	Testerinoman, Testing	EG553894	KEY			\$25.00
<input type="checkbox"/> <input checked="" type="checkbox"/>	07/02/2019	CG150-00000071	McTester, Steve	FA224993	GAP			\$176.00

1 - 4 of 4 results



Viewing A Finalized Remittance

- All Finalized Remittances can be viewed for future reference.
 - 5) Click the **REMITTANCES** tab
 - 6) Click the **ALL REMITTANCES** tab



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UNREMITTED TRANSACTIONS **REMITTANCES**

REMITTED NOT PAID **ALL REMITTANCES**

1 - 4 of 4 results

PRODUCT SUBMISSION DATE Automatic, Manu... DUE FROM APPLY FILTER CLEAR FILTER Search

Cycle Month	Submission Date	Number	Remittance Amount	Amount Paid	Balance	Due From
Jan 2020	01/15/2020	D-000001-R-004	\$501.00	\$0.00	\$501.00	Test Dealership (Seller - D-000001)
Sep 2019	09/13/2019	D-000001-R-003	\$245.00	\$0.00	\$245.00	Test Dealership (Seller - D-000001)
Jul 2019	07/31/2019	D-000001-R-001	\$353.00	\$0.00	\$353.00	Test Dealership (Seller - D-000001)
Jul 2019	07/31/2019	D-000001-R-002	\$306.00	\$0.00	\$306.00	Test Dealership (Seller - D-000001)

1 - 4 of 4 results

- A Remittance can be viewed at any time after submitted as a Finalized Remittance
 - 7) Select any of the remittances. You will be able to view past finalized Remittances.

