



# Information Technology



## New Enhancement: Attach PO while placing Tender Request Order

With this new enhancement, dealers are requested to attach a signed customer PO or lease document while placing a tender request order.

In Shipping and Billing page, system prompts to attach the PO as below.

Hello, KDAMy Account | Ravi Sudershan (KDA KDA) | 

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### Shipping & Billing

Order Type	Order Category	Tender Request Number	Customer Name
Major	Tender Request	KDA2103085708681	test

\*PO Number  
PO0406005

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#### Shipping & Billing Information

Ship Complete  
 Drop Ship

Ship To:

223 W. MAIN STREET

FALCONER, NY 14733  
United States

Shipping Method:

BESTWAY-LTL-Ground

Bill To

Payment Terms

CWO-4% NET

First Name

Last Name

Phone Number

Order Confirmation Email Address

\* End Customer Information

Select Address

+ Add New End Customer

**\*Attach PO**