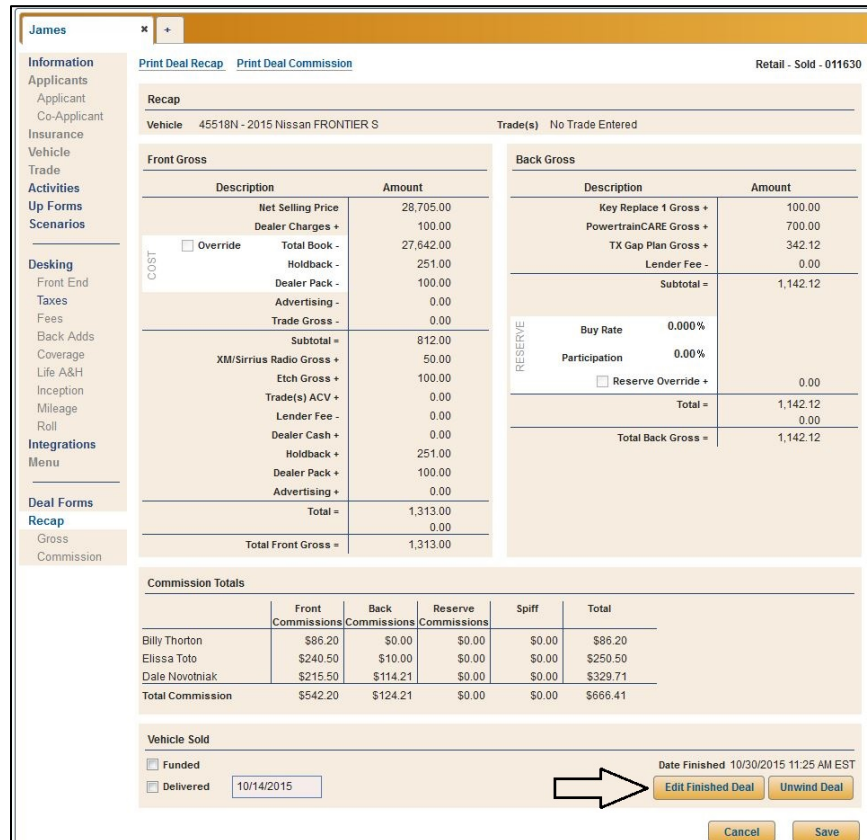


Appendix B Editing Frozen Deals

FLEX DMS F&I has a feature that allows you to edit deals that have been marked as finished. This allows you to edit customer information, gross, or other deal information as needed. This functionality is only available to users who have been given this privilege in the Roles & Permissions setup.

For a finished deal, the users with appropriate permissions will see an **Edit Finished Deal** button on the bottom of the Recap screen.



The screenshot shows the 'Recap' screen for a deal. The vehicle is a 2015 Nissan Frontier. The 'Front Gross' section shows a net selling price of 28,705.00, with various charges and holdbacks, resulting in a total front gross of 1,313.00. The 'Back Gross' section shows key replace, powertrain care, and TX gap plan fees, resulting in a total back gross of 1,142.12. The 'Commission Totals' table shows commissions for Billy Thorton, Elissa Toto, and Dale Novotniak. At the bottom, the 'Vehicle Sold' section has 'Funded' and 'Delivered' checkboxes, with a date of 10/14/2015. A red arrow points to the 'Edit Finished Deal' button, which is located next to the 'Unwind Deal' button. The 'Date Finished' is 10/30/2015 11:25 AM EST.

Description	Amount
Net Selling Price	28,705.00
Dealer Charges +	100.00
<input type="checkbox"/> Override Total Book -	27,642.00
Holdback -	251.00
Dealer Pack -	100.00
Advertising -	0.00
Trade Gross -	0.00
Subtotal =	812.00
XM/Sirius Radio Gross +	50.00
Etch Gross +	100.00
Trade(s) ACV +	0.00
Lender Fee -	0.00
Dealer Cash +	0.00
Holdback +	251.00
Dealer Pack +	100.00
Advertising +	0.00
Total =	1,313.00
Total Front Gross =	1,313.00

Description	Amount
Key Replace 1 Gross +	100.00
PowertrainCARE Gross +	700.00
TX Gap Plan Gross +	342.12
Lender Fee -	0.00
Subtotal =	1,142.12
Buy Rate	0.00%
Participation	0.00%
<input type="checkbox"/> Reserve Override +	0.00
Total =	1,142.12
Total Back Gross =	1,142.12

	Front Commissions	Back Commissions	Reserve Commissions	Spiff	Total
Billy Thorton	\$86.20	\$0.00	\$0.00	\$0.00	\$86.20
Elissa Toto	\$240.50	\$10.00	\$0.00	\$0.00	\$250.50
Dale Novotniak	\$215.50	\$114.21	\$0.00	\$0.00	\$329.71
Total Commission	\$542.20	\$124.21	\$0.00	\$0.00	\$666.41

When you click this button, the previously frozen fields are available for editing. You can edit information on any tab for the deal. Again, only selected users have access to edit the fields. The deal remains frozen to all other users.

The fields remain available for editing until you click the **Finish Editing Deal** button on the Recap screen or click the **x** in the deal tab to close the deal. The fields will return to their frozen state.

	Front Commissions	Back Commissions	Reserve Commissions	Spiff	Total
Billy Thorton	\$86.20	\$0.00	\$0.00	\$0.00	\$86.20
Elissa Toto	\$240.50	\$10.00	\$0.00	\$0.00	\$250.50
Dale Novotniak	\$215.50	\$114.21	\$0.00	\$0.00	\$329.71
Total Commission	\$542.20	\$124.21	\$0.00	\$0.00	\$666.41

Important: You can resend the edited deal to Accounting as needed. However, you should always communicate with the Accounting Department when you plan to edit and resend a deal. Once Accounting has posted a deal to the books, you should not resend the deal to Accounting to ensure the deal is not posted twice.