

DC – Used Product

Purpose	To guide the DC's in the proper steps to cleaning, picturing, and submitting used product to list on eBay.
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Cleaning Product	Step	Action	
	1	Inspect tire for any defects, damaged beads, and repairs. If any of these things exist please discard or find your Mentor.	
2	Mount the tire and dunk the tire to check for leaks.		
	If...	Then...	
3	If leaking	Discard the tire. Do not repair!!!!	
	If not leaking	Put the assembly on the balancer to check for run-out. If out of tolerance discard tire. If good proceed to step 3.	
4	Clean off all rocks, tape and dirt on the tread and sidewall.		
5	Spray paint the tread with flat black paint and apply tire shine to sidewalls (Make it look like a clean new used tire you would like to buy).		
6	If wheels clean tape weights off and wipe down wheel.		
	Se product on gray sheet to use as a canvas.		

**Picturing
Product**

Step	Action	
1	Log in to SRS on TC 70.	
2	Go to EBay Submissions.	
3	Take 4 pictures (NO FLASH PLEASE). Quality of pictures has to be great (if not it gets denied).	
4	If...	Then...
	1 tire/ wheel,	Tire: Take picture standing straight up. Wheel: Take picture of the face of the wheel.
	2 tires/ wheels,	Tires: Barrel stacked and then 2 nd standing straight up on top of it. Wheels: Take image of face of wheels in the same picture.
	3 tires/ wheels,	Separate them up into a single and 2 tire listing. Follow the steps (1 tire/wheel and 2 tires/wheels) above.
	4 tires/ wheels,	Tires: Barrel stack and stack 4 th tire standing straight up in middle of them. Wheels: Take picture of all 4 faces of wheels.

Order of Pictures for Tires

- 1st picture tires barrel stacked.
- 2nd picture is of the middle of tread. Only 1 tire.
- 3rd picture is of the tread shoulder.
- 4th picture is of the size on the sidewall.



Note: Images must be clean and clear. If images are not, they will be denied.

Order of Pictures for Wheels

- 1st picture of quantity. Lay out wheels and take a birds eye view.
- 2nd picture is the face of the wheel.
- 3rd picture of the face and lip of wheel.
- 4th picture should show any defects on wheel or birds eye view of the barrel of the wheel if new.



Submitting Listings	Step	Action
	1	Once done with pictures on TC 70 pick Tires, Wheels, or Misc. by sliding to the left.
	2	Type in tire size and hit search.
	3	Scroll down to you find the correct article # and description of tire and hit select.
	4	It will ask you for Tread depth, Dot, and Quantity, press to add item.
	5	Will prompt you if you want to submit listing, hit yes.
	6	A pop with the listing number will come up.
	7	Go to eBay Listing, search by Listing ID, and type in the article number and hit search.

Submitting Listings Cont.

8	<p>Double click product and verify that the information is correct.</p> <p>Important: When submitting tire listing Chelsey's team needs to be notified if tires have been repaired</p>	
9	Print label and stick on tire.	
10	Move product to your eBay racks.	

Denied Listings

At least once a day you should log into eBay Listings to check if you have any denied.

Step	Action	
1	If you Have some that got Denied you will get this attention pop up. Press ok.	
2	Highlight search and pick Denied then press search.	
3	In the Denied/Reason box it will give you an explanation on what you need to do to correct listings.	
4	Fix issue by editing listing or re submitting and click reprint.	

Contact

Please see your mentor if you have any questions.