Xpress In Focus: Issue 14 - With Order Notification Alerts, You're In The Know.

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With Order Notification Alerts, You're In The Know.

Opt-in today!

With Order Notification Alerts on **MeritorPartsXpress**, you have the satisfaction of knowing the status of your orders when and how you need it. No need to make a phone call - real-time notifications come straight to you by email, text (SMS) or both!



Opting in to receive order notifications is easy. Simply <u>log in</u> to your **MeritorPartsXpress** account with your User ID and select My Account at the top right of the page. From the drop-down, choose 'My Notification Alerts' to customize your order notification settings in 3 quick and easy steps:

Step 1: Confirm Notification Contact Information

To receive order notifications by email or SMS text messages, make sure that a valid email address and mobile phone number is added.

Step 2: Ship to Account/Location Selection

Confirm the ship to account/location(s) for which you wish to receive order notifications. Email and SMS text messages are sent based on the same selected ship to accounts/locations. You may select as many or as few as you like and will receive notifications for any order placed that is associated with the selected ship to accounts/locations.

Step 3: Choose Your Notifications

Choose the type of notifications you wish to receive. You may opt-in to receive all or some notifications for both stock orders and emergency orders.

	Stock Orders		Emergency Orders	
Notification	E-mail:	Text	E-mail:	Text
Opt in for all alerts			~	~
Order Acknowledgement/Cancellation			~	~
Order In Process	~		~	~
Order Past Due			~	~
Order Shipped	~	~	~	~

That's it! You're all set! Should you want to make any changes to your notification settings, you can do so at any time by following the same steps as above. Order Notifications is just one way we're making it easier to do business with Meritor. To opt-in or update your notification settings, visit <u>MeritorPartsXpress.com</u> today!



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