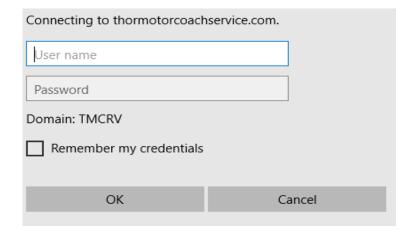


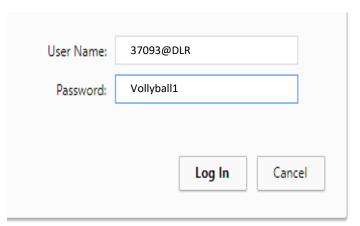
It will prompt you for your username and password

Your username is the 5 digit number you were assigned along with @DLR So it would be #####@DLR **You CANNOT cut and paste your username

Your password is next and it IS case sensitive.

**You CANNOT cut and paste your password

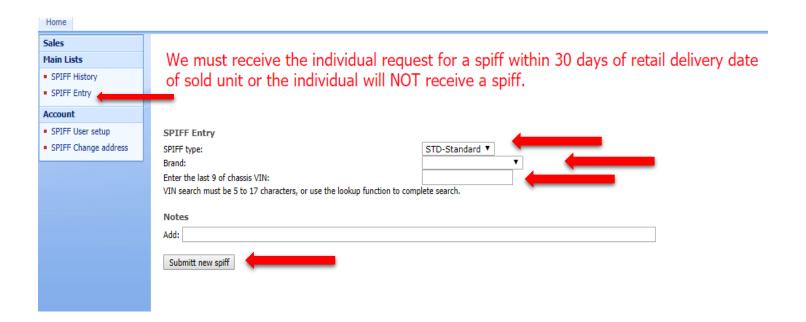




If it isn't accepting your username and password, click the box that says "Use Another Account" and retype it.

To Enter a spiff:

- 1. Select Spiff Type.
- 2. Select the Brand of unit from the drop down menu
- 3. Type in the last 7 to 9 digits of the CHASSIS VIN.
- 4. Click on the Submit Button (ONLY ONCE). Once you click on the submit tab, it will give you a message. If you get the message "NEW UNIT SPIFF COMPLETED" your spiff request has been submitted and there is nothing further you need to do. It will be listed under your "Current Incentives in Process" under spiff history awaiting approval/denial.
- **If you receive the message "warranty registration is not completed" you must get with the person who registers your coaches and have the unit registered with our warranty department.



All Spiffs must be claimed within 30 days of the retail delivery/warranty start date.

***You can log in to "Spiff History" at anytime to check the status of your spiffs.

Current Incentives in process are awaiting Approval/Denial. Once a spiff has been verified you will see and approved amount as will is the date approved.

If it is denied, it will go under your DENIED Spiffs section with the reason noted.

Paid spiffs move to your PAID section with a check cut date. The checks go in the mail 4 BUSINESS day after the check cut date.

Your spiff process is now complete.

You can log into your account at any time to check the status of your spiff.

Please Note: Checks are mailed 4 business days after the check date.

All Spiffs must be claimed within 30 days of the retail delivery/warranty start date.

If you have forgotten you username or password, click that link in our website.

If you have a change in address, you must log into your spiff account and click the tab "SPIFF USER SET UP" and change your personal address and click save changes.

If you change dealerships, please do not set up a new account. Email us and we would be happy to update your dealership information / email address information for you.