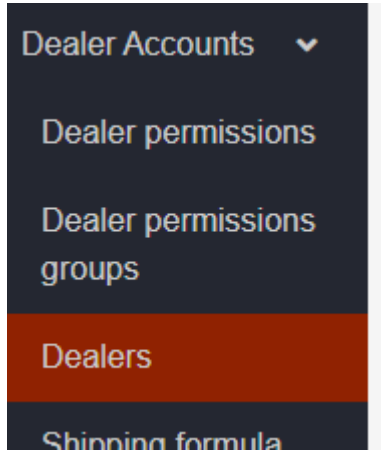


# Creating a Dealership

Adding a new dealership is done through the "Database Admin" in the Dealer Accounts -> Dealer



## Fields

**Acronym:** A short reference to the dealership that is used in various places. For example Brad's Cabinet Co could have an acronym of BCC.

**Markup Percent:** An additional amount to adjust this dealership's cost.

**Hotlist markup percent:** The upcharge you want to charge for hot (expedited) orders.

Now that you have added a new dealership clients should be able to create accounts associated with the new dealership, an administrator will need to approve each account.

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