

TireBuyer/Treadsy SOP

- 1. TireBuyer is an online tire retailer, and we are an approved installer for customers who purchase tires on TireBuyer.com.
- 2. Tires will be delivered by ATD either on their route truck or via FedEx/UPS (location dependent).
- 3. The tires and installation price are already pre-paid by the customer. You will create a work order in HITS and bill it to the TireBuyer charge account. Do not collect installation fees from the customer.

Step-by-Step Guide

1. Appointment request email is received from TireBuyer/Treadsy by store. Appointments will be requested 3+ days in advance.



-----EXTERNAL EMAIL - USE CAUTION ----

2. The TireBuyer team will call to confirm the appointment date and time, and the store will receive a second email with this confirmation.

	(treadsy	ORDER # : 704705
	Hi there, your new Treadsy appointment is cor	firmed, for order #704705.
	Appointment Confirmed Thank you for confirming the Treadsy appoint Datetime: Mon 00/10 AM Customer Name: Tara Spence	nent below:
	Installation Information Delivery information: Tires delivered by Treads	у
	Products for installation: Michelin Michelin Pilot Sport A/S 3 Plus 195/4 Quantity 2	jR16XL
S TIRE & AUTO	SERVICE	• STORES

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With locations in 10 states across the US.



3. A reminder email will be sent to the store after the tires have been delivered.



- 4. On the HITS work order, you must include the order # from the email in the PO line.
- 5. Add the TireBuyer installation package to the work order. TireBuyer installs are \$32.99/tire and include mount/dismount, balance, and disposal.
- 6. Close the work order and charge to the TireBuyer charge account in HITS.
- 7. If a customer wishes to add additional services (alignment, brakes, battery, etc), you will open a new retail work order under the customer's name and proceed as normal. You will collect payment for any additional services from the customer at that time.

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PRICING GUIDE

Passenger Tires						
Mount and Balance Rates - Passenger Tires (per tire)	Diameter	Installation Fees - Passenger Tires		Wheels & Tires Package Add On Fee (per tire)		
Aspect Ratio	13" - 16" 17" - 19" 20" 21" - 24"	Rubber valve stem fee (per tire) N/C		* Will be added to your mount & balance fee		
35 and lower	\$ 32.99 \$ 32.99 \$ 32.99 \$ 32.99	Disposal fee (per tire) N/C		Wheel Size		
40 - 45	\$ 32.99 \$ 32.99 \$ 32.99 \$ 32.99	TPMS reset & service kit (per tire)	\$10.00	13" - 16" 17" - 19" 20" 21" - 24"		
50 - 55	\$ 32.99 \$ 32.99 \$ 32.99 \$ 32.99	Run flat up charge - enter n/a if you don't install RF (per tire)	N/C	Price per tire + wheel \$ 7.50 \$ 7.50 \$ 7.50 \$ 7.50		
60 and higher	\$ 32.99 \$ 32.99 \$ 32.99 \$ 32.99					
Light Truck / SUV Tires						
Mount and Balance Rates - Light Truck / SUV Tires (per tire)	Diameter	Installation Fees - Light Truck / SUV Tires		Wheels & Tires Package Add On Fee (per tire)		
Aspect Ratio	13" - 16" 17" - 19" 20" 21" - 24"	High pressue valve stem fee (per tire) \$ 5.00		* Will be added to your mount & balance fee		
45 and lower	\$ 32.99 \$ 32.99 \$ 32.99 \$ 32.99	Disposal fee (per tire)	N/C	Wheel Size		
50 - 55	\$ 32.99 \$ 32.99 \$ 32.99 \$ 32.99	TPMS reset & service kit (per tire)	\$10.00	13" - 16" 17" - 19" 20" 21" - 24"		
60 and higher	\$ 32.99 \$ 32.99 \$ 32.99 \$ 32.99			Price per tire + wheel \$ 7.50 \$ 7.50 \$ 7.50 \$ 7.50		
LT / Flotation Tires (all-terrain & mud Tires, 33x12.50R17 etc.)						
Mount and Balance Rates - LT / Flotation Tires (per tire)	Wheel Size	Installation Fees - LT / Flotation Tires		Wheels & Tires Package Add On Fee (per tire)		
Tire Diameter	14" - 16" 17" - 19" 20" 21" - 24"	High pressue valve stem fee (per tire)	\$ 5.00	* Will be added to your mount & balance fee		
27" - 30"	\$ 45.99 \$ 45.99 \$ 45.99 \$ 45.99	Disposal fee (per tire)	N/C	Wheel Size		
31" - 35"	\$ 45.99 \$ 45.99 \$ 45.99 \$ 45.99	TPMS reset & service kit (per tire)	\$10.00	14" - 16" 17" - 19" 20" 21" - 24"		
36" and higher	\$ 49.99 \$ 49.99 \$ 49.99 \$ 54.99			Price per tire + wheel \$ 7.50 \$ 7.50 \$ 7.50 \$ 7.50		

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