Accessing a quote can be done from:

1a Home Page
1b Repair Status Page
Click on **ORDER NUMBER** in *Active Quotes* section.
Search for the order on Repair Status page
<table>
<thead>
<tr>
<th>Order Number</th>
<th>Order Type</th>
<th>Job Type</th>
<th>Exchange Type</th>
<th>Order Date</th>
<th>Created By</th>
<th>Account #</th>
<th>Account Name</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>23417253</td>
<td>RMA Repair Return</td>
<td>Billable</td>
<td></td>
<td>28-Jul-2019</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Click on the **Order Number**
Click on REVIEW QUOTATION
TIP: Download the quotation document in DOCUMENTS

- Shipping Manifest
- ZEB Service Repairs
To accept the quote, click on **PAYMENT**

💡 TIP: Manage visibility of billable/all items
To decline the quote for the selected item, click on DECLINE PAYMENT.
If you see option to pay by purchase order:

Provide valid **PURCHASE ORDER #**

💡 Tip: To review the quotation document, click on **VIEW DETAILS**
If you see an option to pay by purchase order:

Select **BILLING ADDRESS**

- TIP: Set a default billing address in User Settings tab
If you see option to pay by purchase order:

Select **BILLING ADDRESS**

Attach **DOCUMENTS**

**TIP:** Set a default billing address in User Settings tab

**TIP:** You can also download the quotation in PDF here
If you see an option to pay by purchase order:

Select **BILLING ADDRESS**

**TIP:** Set a default billing address in the User Settings tab.

Attach **DOCUMENTS**

**TIP:** You can also download the quotation in PDF here.

By clicking on “Confirm” you are agreeing to Zebra’s Terms and Conditions of Sale and have issued a valid PO# for the transaction amount which you acknowledge will be the amount Zebra Technologies shall invoice for the provision of the service.

By clicking on ‘Confirm Order’ you are agreeing to Zebra’s Terms and Conditions of Sale.

[Click here](#) to read the Service Description Document for your order type and country.
If you see option to pay by credit card:

Fill in **CREDIT CARD** information

💡 TIP: To review the quotation document, click on **VIEW DETAILS**
If you see option to pay by credit card:

Select **BILLING ADDRESS**

💡 TIP: Set a default billing address in User Settings tab
Submit the payment by clicking on CONFIRM