EBlock
Evolving Automotive Wholesale

Self Capture Guide

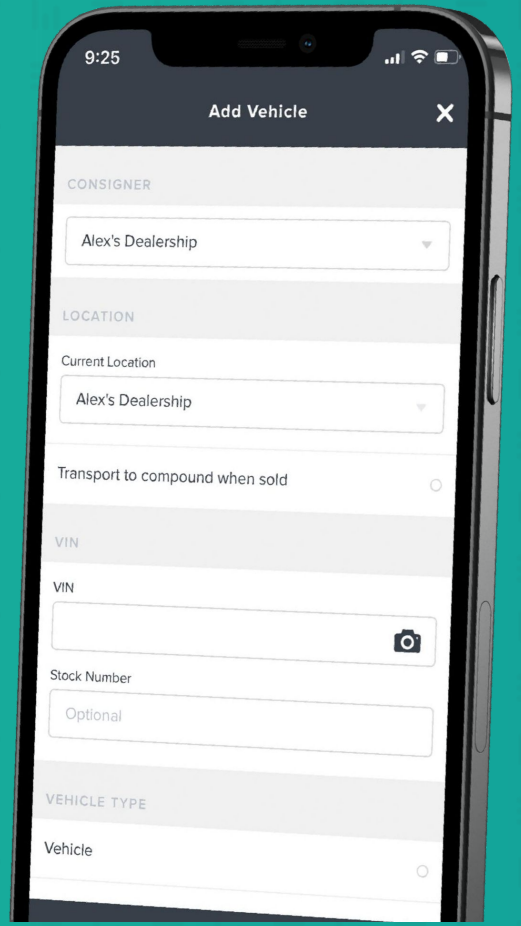
2024

Disclaimer
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Self-Capture

1. How to complete a Self capture
2. Recommended Photos
3. Items to disclose
4. Mandatory MVDA disclosures
5. How to request a change to a vehicle listing
6. How to list a vehicle to an auction event
7. Seller Obligations

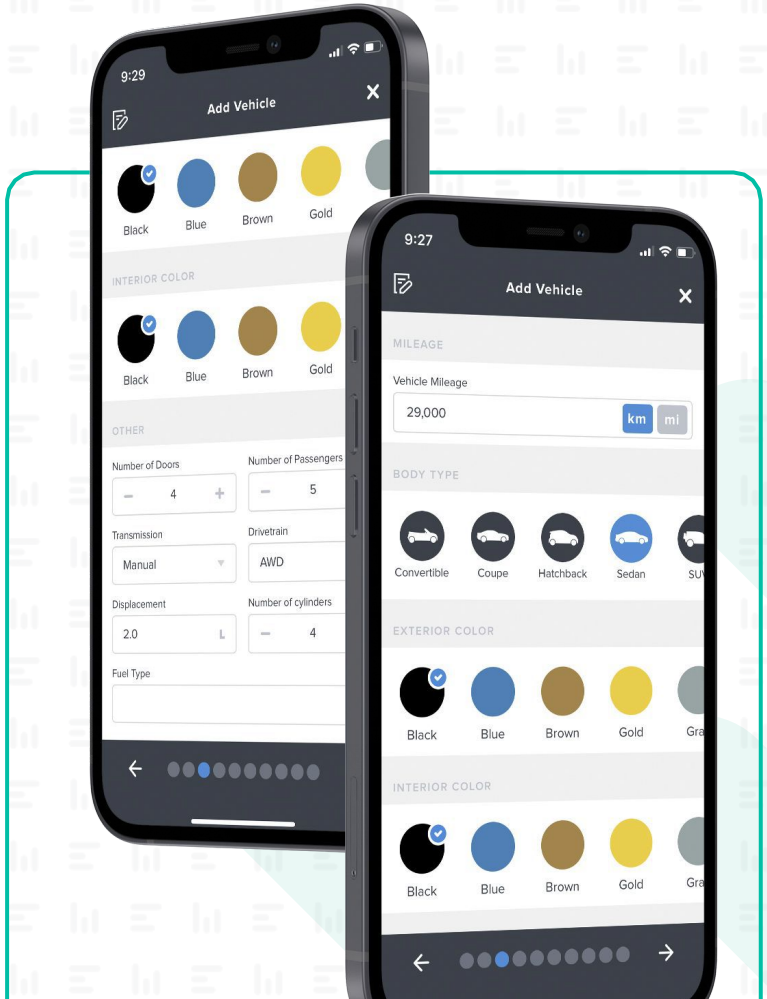


Self-Posting Guidelines

- Only vehicles can be self-captured and listed on EBlock
- Vehicle must have a visible/not damaged or altered Public VIN . The Public VIN is located under the surface of the Windshield. If Public VIN is missing or hidden – i.e. wrong W/S, something obstructing the view or the VIN Plate is missing, the vehicle cannot be offered on our platform
- You must be on PAD and EFT
- You must follow our terms of service – located at Terms and Conditions
- You are not permitted to offer any Heavy trucks, Recreational Units, Motorhomes, trailers, Ski/Sea Doos, ATV's and Motorcycles
- You must receive special approval to post appraisals

How to Complete a Capture

- Scan or manually enter the VIN #
- Always confirm that the Public VIN matches the dash and App
- Validate the Year, Make, Model and Trim
- Complete the vehicle details, kms/miles, body-type, exterior/interior color etc.
- Always confirm that all details are accurate



How to Complete a Self -Capture

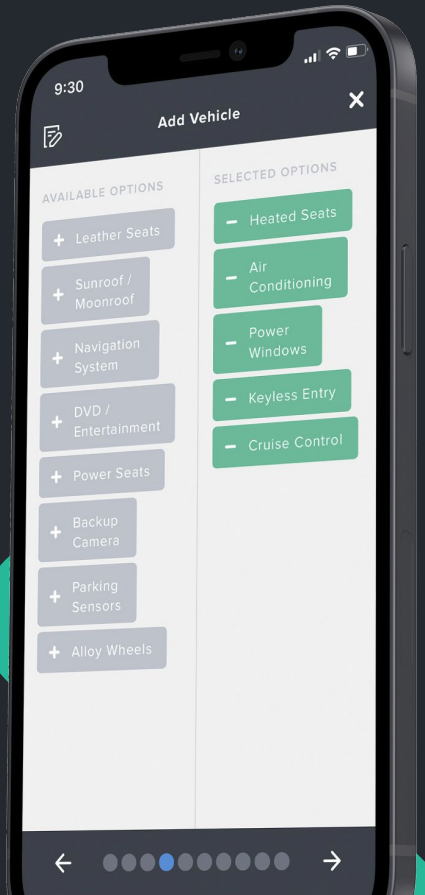
From the EBlock Home Screen, select the top left “+” to access the capture tool.

Vehicle Emblem w/”+”: Begin a Self Capture



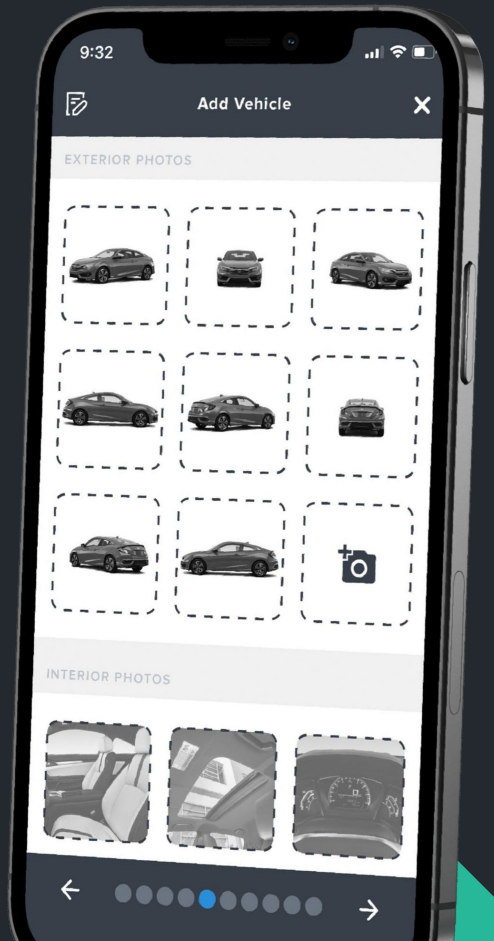
Vehicle Options

1. Basic options for the vehicle will pre-populate based on the VIN decoder.
2. Ensure to validate all options. Some common oversights are alloys, sunroofs, backup camera and navigation
    - Add Options: select the item you wish to add from the “available options” side of the screen (left side). It will be added to the right side of the screen
    - Remove Options: select the item you wish to remove from the “selected options” side of the screen. It will be removed and moved back to the left side of the screen



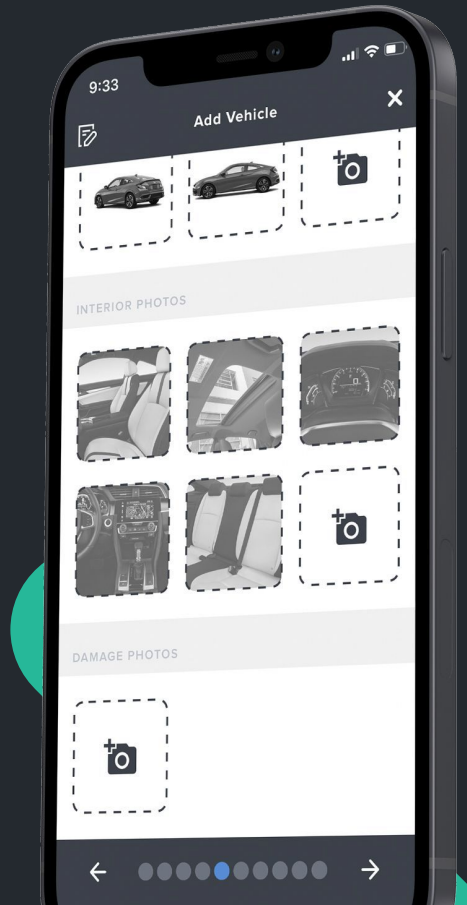
Photos: Best Practices

- There are three different areas for photos: Exterior, Interior and Damages
  - Exterior Photos: include the Public Vin plate, a wheel picture, Manufacturer Label – located on the driver side door or pillar
  - Interior Photos: always take a close up of the Odometer reading to verify the Kilometres/Mileage. Take a full cluster picture of the vehicle fully turned on with the odometer displayed
    - Follow the silhouettes for exterior and interior photos
    - Take photos of any item that will add value
    - Backup camera and Navigation - include a photo of these options in operation
  - Damage Photos : more details on next slide/page



Damage Photos

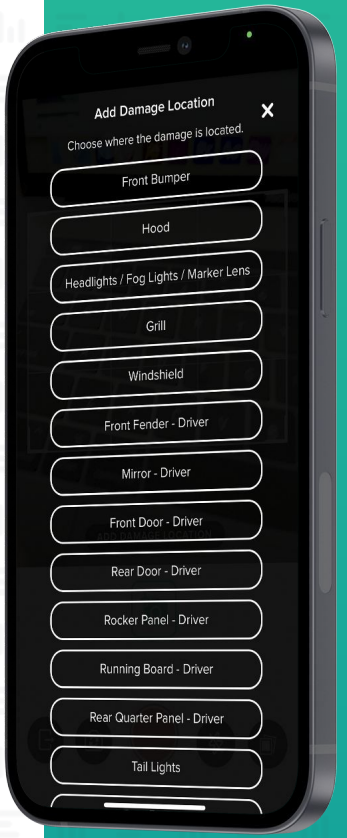
- Include all photos of the vehicle's damages
- Ask yourself: ***"As a professional buyer, would you be dissatisfied if the damage was not listed?"***
- DO NOT group damage pictures with exterior or interior shots
- Failure to list damages or list a vehicle with 0 damage photos can be subject to arbitration
- If the picture doesn't do justice – we highly recommend using the seller note section



Damage Photos Cont.

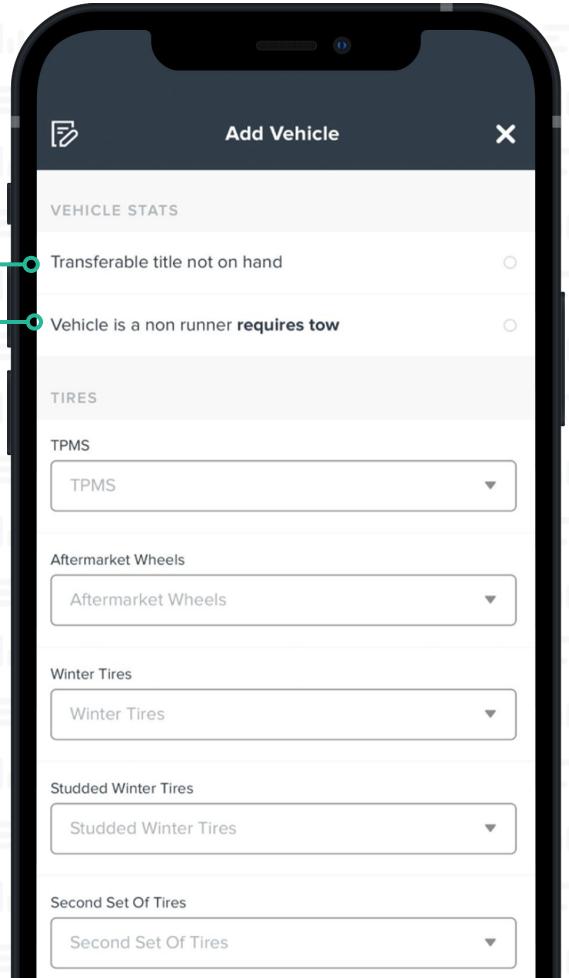
AREAS OF COMMONLY MISSED DAMAGES:

- Rocker panels
- Windshield – check for the black of glass (outside edges) – anything that is starred or has leg's is considered a crack (may not show in pictures). We recommend including a seller's note
- Ensure to check the roof for damages
- Tires in poor shape (will require replacement) include a seller's note
- Rim damage
- Poor paint work
- Warning lights – include a seller's note
- If the picture doesn't do justice – add a seller's note
- Warning lights – include a seller's note
- Check common rust areas ie Wheel wells, hatchs, inside of panels



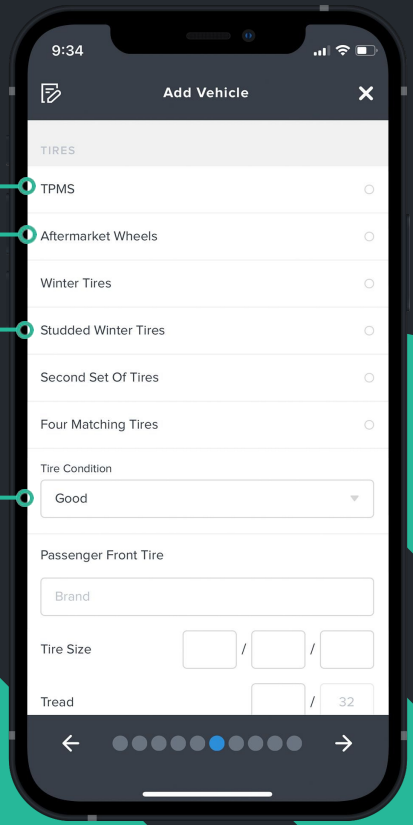
Vehicle STATS

- Toggle on the dot if the Transferable Title is not on hand
- Toggle on if Vehicle is a non-runner and requires tow



Vehicle State/Tires

- **Tires Section:** include basic tire information
- **TPMS:** you must confirm before selecting this option
- Aftermarket Wheels and second set of tires
- Studded tires are not legal in most provinces
- Poor tire condition or replacement required - tires will not pass safety - watch for uneven wear, damage, bulges in sidewall and weather cracking. Any tire under 3/32nd is considered Poor



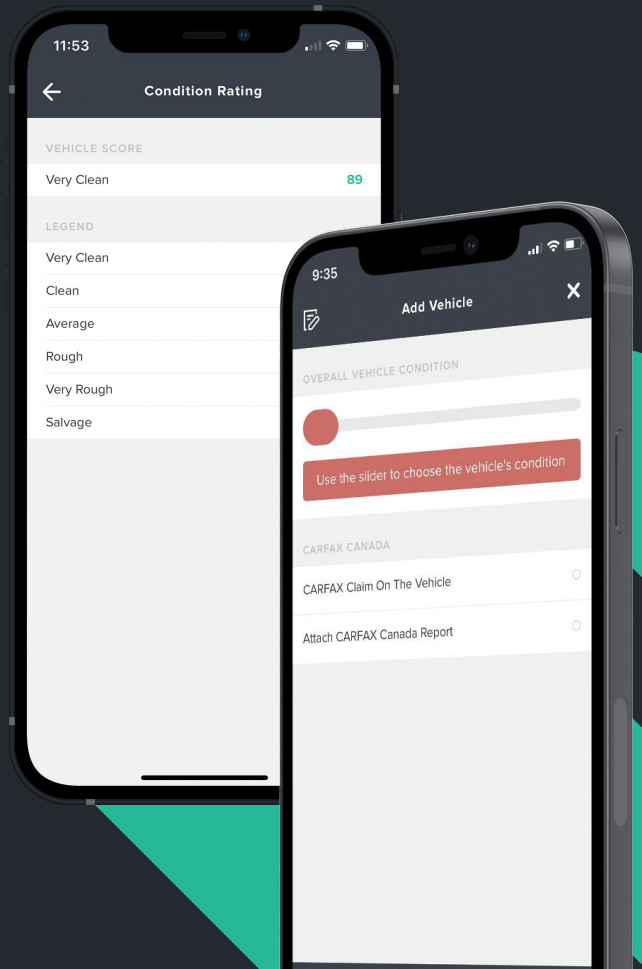
Vehicle Condition Scores

BASIC SCORING KNOWLEDGE

- Very clean: a buyer is looking at doing little to no reconditioning
- Clean: Vehicle is in better than average shape, based on the year and mileage
- Average: Normal wear and tear, based on the year and mileage
- Rough: Vehicle is beyond normal damage/condition, based on the year and mileage
- Very Rough: Vehicle is showing signs of severe abuse, damage/condition exceeds what is reasonable based on the year and mileage
- Salvage - units presently branded salvage cannot be launched

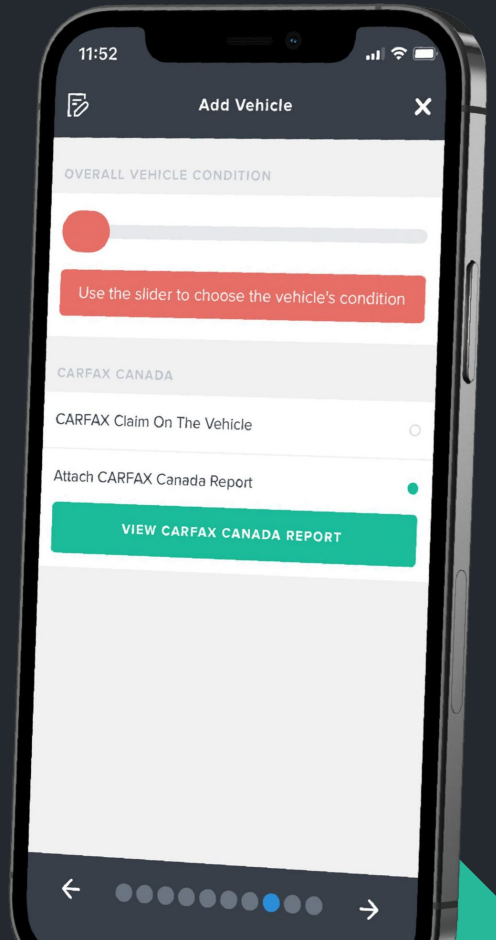
Rating Scale

0 to 100



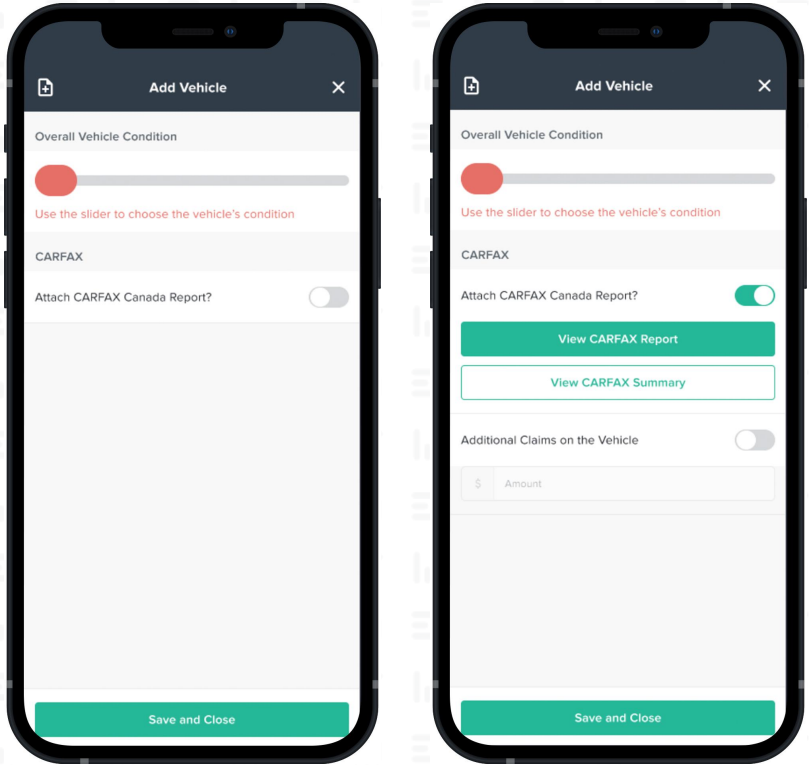
Claims/CARFAX

- All claims are to be added together and listed as one amount
- If the vehicle has an undisclosed incident data and no other claims, you must list a $1 claim
- Always ensure that the CARFAX report does not show “VIN DID NOT DECODE” under year/make/model (If this occurs, you have an issue with the VIN)
- Correct the VIN – unselect and reselect the CARFAX report
- Chronological history should not be empty



Self Capture CARFAX MVDA Flow Changes

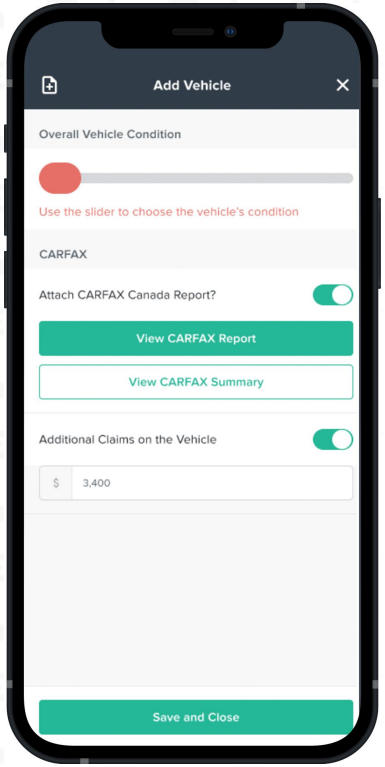
- Enabling “Attach CARFAX” toggle will pull the CARFAX report.
- Once the report is pulled, the “View CARFAX Summary” button will become available and tapping on this button will open the CARFAX Summary page

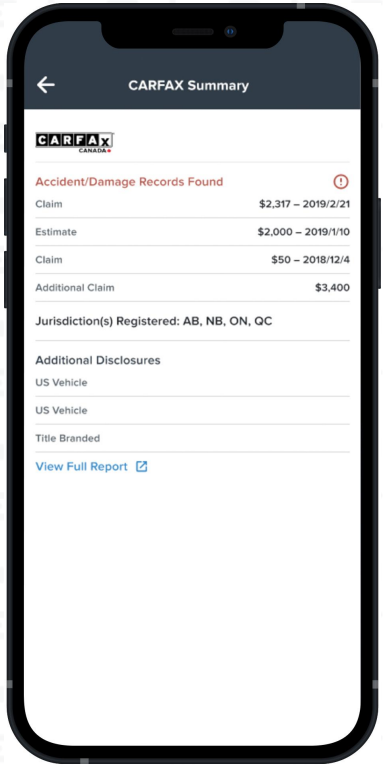


***Applicable to net new vehicles. Existing vehicles that were captured prior to this release will have the old claim amounts.**

Self Capture CARFAX MVDA Flow Changes (Cont)

- Dealers must manually add any additional claim amounts to the vehicle that have not yet been noted in the CARFAX report. These manually entered claim amounts will be displayed as line items in the CARFAX summary
- EBlock will set declarations automatically that are available within CARFAX's MVDA





***Applicable to net new vehicles. Existing vehicles that were captured prior to this release will have the old claim amounts.**

EBlock integrates with the CARFAX MVDA API to retrieve vehicle details and set specific declarations based on the vehicle's history. Below are the declarations that would be automatically set based on the CARFAX response

CARFAX Response	EBlock Declaration	CARFAX Response	EBlock Declaration
Sum of all claims for the vehicle totals more than $2000 and vehicle is located in BC.	Accidents over $2000 (Cumulative BC Only)	Previous EMS Vehicle	Former Police Or EMS Vehicle
A single claim on the vehicle is more than $3000 and the vehicle is not located in BC.	Accidents over $3000 (Single Incident)	Previous Taxi Limo	Former Taxi/Limo/Rideshare
Adjacent Panels Replaced	Adjacent Panels Replaced	US Vehicle	Former US Vehicle
Title Branded Salvage	Branded Salvage (New declaration)	Total Loss	Insurance Write-Of or Total Loss
Title Branded Rebuilt	Branded Rebuilt (New declaration)	Manufacturer Repurchase	Manufacturer Repurchase CMVAP or Lemon Law
Title Branded Non-repairable	Branded Irreparable (New declaration)	Warranty Cancelled	Manufacturer Warranty Cancelled
Fire Damage	Fire Damage	Vehicle has been registered in multiple provinces or the province is different than where the vehicle is currently located	Out Of Province Vehicle
Flood Damage	Flood Damage	Structural alteration disclosed by seller	Structural Alteration
Previous Daily Rental	Former Daily Rental	Structural Damage or Structural damage disclosed by seller	Structural Damage
Previous Police Vehicle	Former Police Or EMS Vehicle	TKU	True Mileage Unknown

Required Declarations

All definitions are available on EBlock.ca under our Terms and Conditions. This is a guide, please refer to our policies for full details.

- **5-Digit Odo over 100,000 kms:** This is used for vehicles that have a 5 digit odo - vehicles from the 80's and older
- ABS System Defective
- **Accidents over $2000:** cumulative between incidents, only used for British Columbia
- **Accidents over $3000:** single incident, used for all Canada, except BC.
- Air Bags missing or defective
- Air Conditioning Needs Repairs
- **Alternate Fuel or Conversion:** if the vehicle's fuel system has been converted from OEM specifications
- Branded Irreparable, Salvage or Rebuilt: *titles must be rebuilt status to sell
- **Complete Repaint:** colour change only
- Computer System Needs Repair
- Electrical System Needs Repair
- Emissions System Needs Repair

Required Declarations Cont.

- Engine Needs Repair
- Fire Damage
- Flood Damage
- Former Daily Rental
- Former Leased Vehicle: only used in British Columbia
- Former Police or EMS Vehicle
- Former Taxi / Limo / Rideshare
- Former US Vehicle
- Former/Current Fifth Wheel
- Former/Current Snow Plow Vehicle
- Fuel System Needs Repair
- Hail Damage: 6+ dents per panel, on 2+ panels
- Incorrect vehicle model or Trim badging
- Insurance Write-Off or Total loss
- Major Accessory Needs Repairs
- Manufacturer Repurchase CMVAP or Lemon Law
- Manufacturer Warranty Cancelled
- Needs Tow / Recommend Tow
- Non Runner

Required Declarations Cont.

- OBD2 Codes Present
- Odometer Broken or Faulty, Replaced, Rolled back or unreadable
- Odometer in Miles
- Out of Province Vehicle
- Power Train Needs Repair
- Previous Driving School Vehicle
- Structural Alteration
- Structural Parts Damaged or Repaired
- Suspension Needs Repairs
- Theft Recovery
- Transmission Needs Repairs
- True Mileage Unknown
- Two or More Adjacent Body Panels Replaced
- VIN Plate Issues
- Variation from Manufacturer Product Specification

Required Declarations Cont.

- Disclose what you know
- Always review the entire Carfax and not just summary section
- Any disclosure that has “Needs Repair” is to be selected for related repairs that exceeds $750 parts and labour
- **Vehicles require the Disclosure to be selected and not entered as a Seller Note only.**
- **“Engine Needs Repair” (Declaration)**

  (Note) Engine repair - internal issue, noise, etc
- **“Structural Damage” (Declaration)**

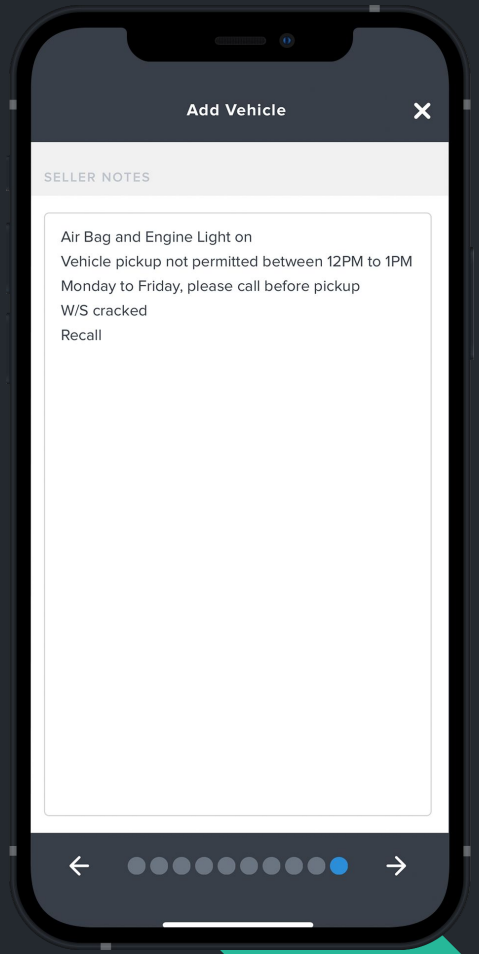
  (Note) Structural damage - rusted frame, hole in floor, etc
- **“Transmission Needs Repairs” (Declaration):**

  (Note) Transmission Repairs - slipping, noise, etc

- Transparency is key, avoid blanket declaring a vehicle – this will affect the vehicle from being sold
- Add some context to support a disclosure
- CARFAX declarations are not automated and is the responsibility of the seller

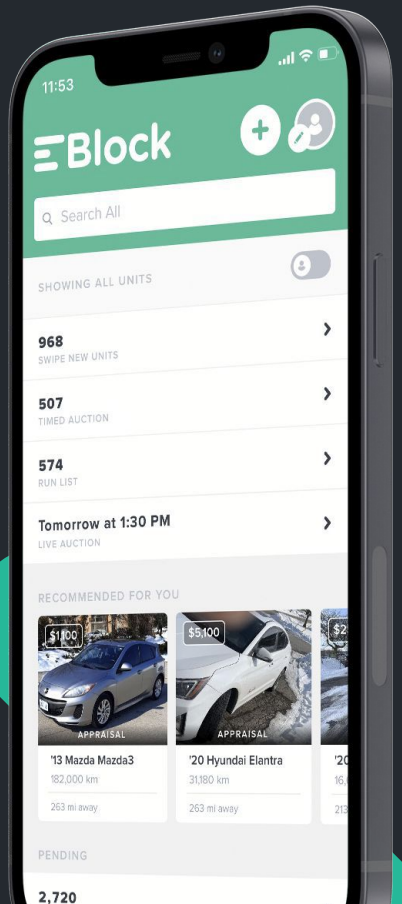
Seller Notes

- Use Seller Notes to add any additional information to a vehicle. This includes more context to a declaration, special pickup instructions, recalls and items that will add or reduce value
- If you are entering the same note for every vehicle, please contact your sales rep, they can set your account to have the note defaulted
- **Warning Lights:** Please note this does not cover you if the repair is over $750.00
- Notes can be entered at any point during the capture by selecting the notepad in the top left corner



Listing a Vehicle

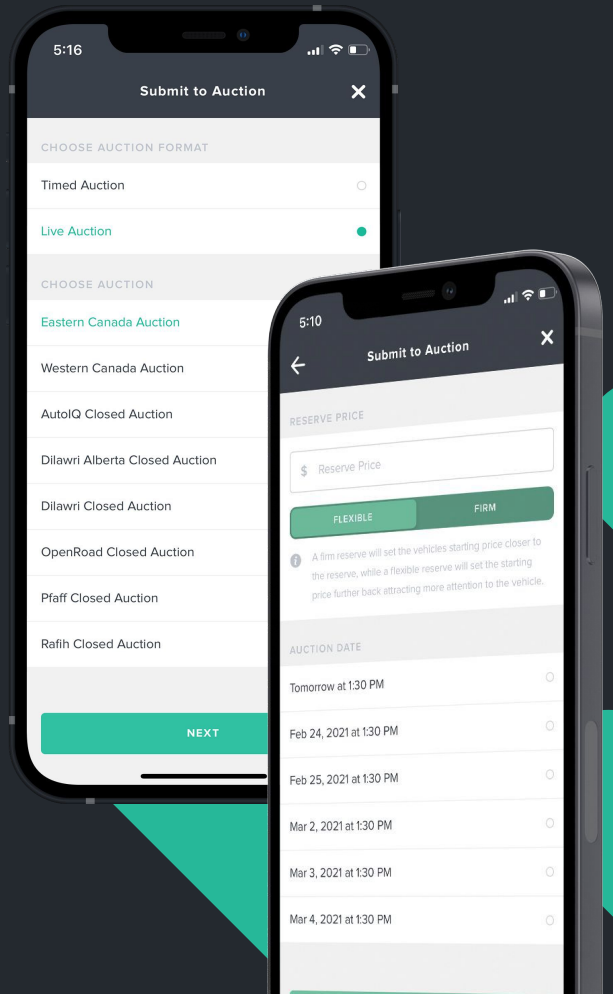
- Once an inspection is 100% completed, you will be able to submit the vehicle to one of our auction events
  - **Appraisal:** non grounded units
  - **Grounded Timed Auction:** grounded units
  - **Live Auction:** grounded units
  - **Buy Now**: Set a Buy Now price and EBlock optimizes a Make Offer on the Buy Now price you set
- When ready to list your vehicle, select “Submit to Auction”
- Once the vehicle is listed into an auction, the inspection cannot be edited
- If you require assistance changing a listing, you have 2 options:
  1. Contact your Sales Rep, or;
  2. Remove the vehicle from the auction, edit and repost



Grounded: Live Auction

After selecting “Submit to Auction”...

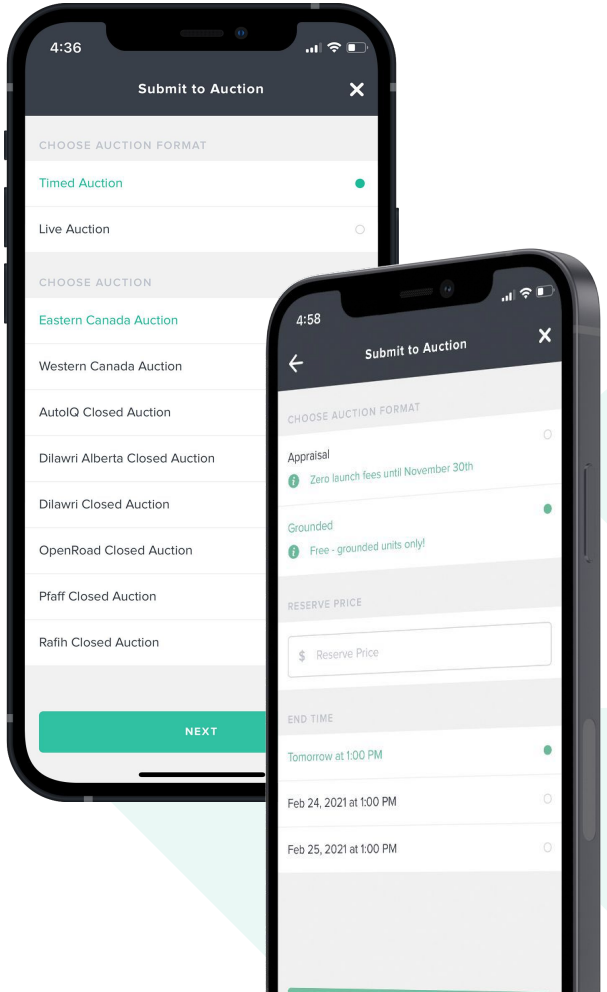
- Choose Auction: **“Live Auction”**
- Choose the Auction Event: Eastern or Western Canada Auction, depending on your location
- Enter the “Reserve Price” and select **firm** or **flexible**
- Flexible is the default and is recommended
- Select the auction date and select **“Submit to Auction”** at the bottom of the screen
- The vehicle is now **LIVE**



Grounded: Timed Auction

After selecting “Submit to Auction”...

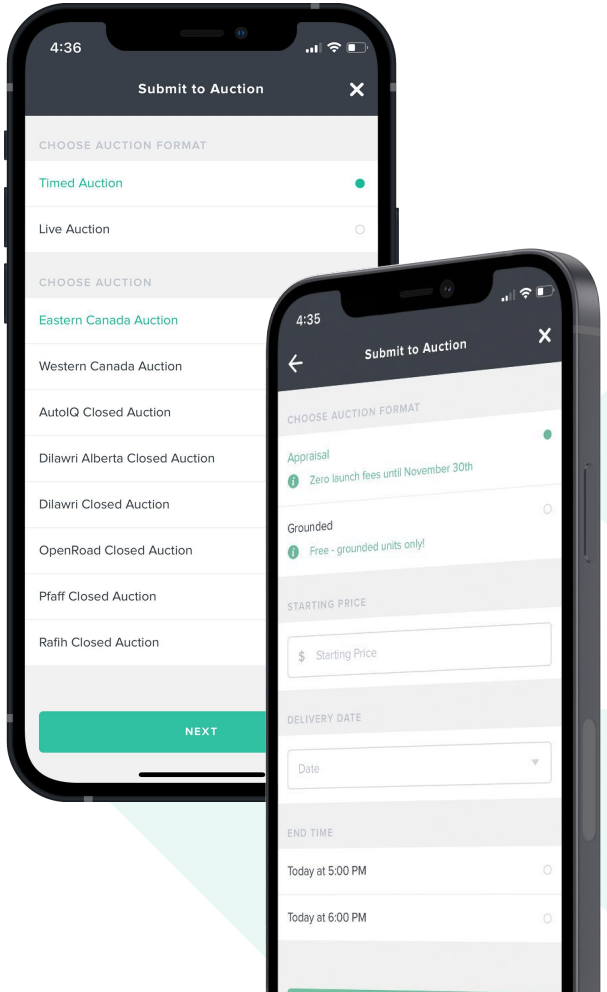
- Choose Auction: **“Timed Auction”**
- Choose the Auction Event: Eastern or Western Canada Auction, depending on your location
- Choose: **“Grounded”**
- Enter the Reserve Price
- Select the End Time and select **“Submit to Auction”** at the bottom of the screen
- The vehicle is now **LIVE**



Timed Auction: Appraisals *

After selecting “Submit to Auction”...

- Choose Auction: **“Timed Auction”**
- Choose the Auction Event: Eastern or Western Canada Auction depending on your location
- Enter the Reserve Price
- Choose: **“Appraisal”**
- Select the End Time and select **“Submit to Auction”** at the bottom of the screen
- The vehicle is now **LIVE**



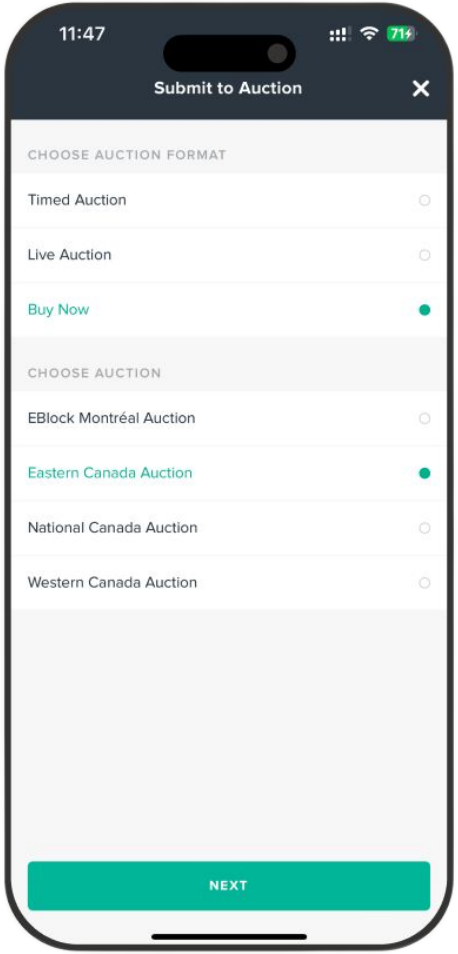
* You must have approval to list appraisals

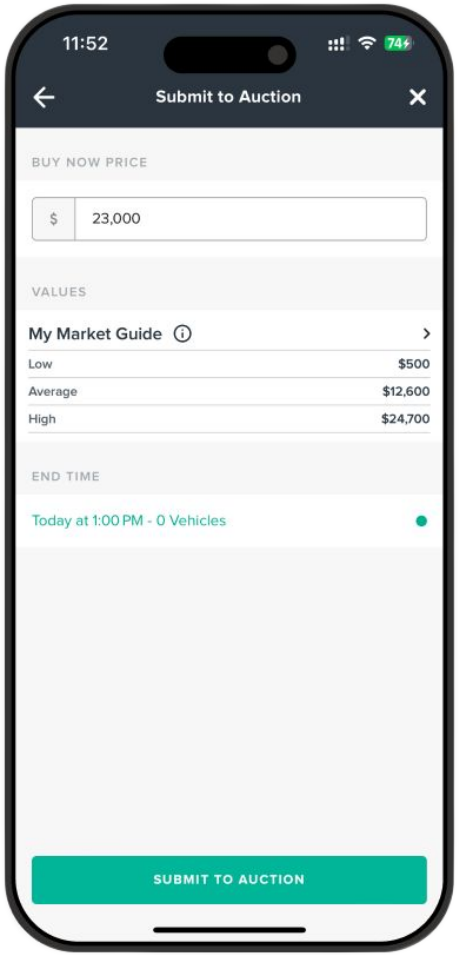
Buy Now

After selecting “Submit to Auction”...

- Choose Auction: **“Buy Now”**
- Choose the Auction Event: Eastern or Western Canada Auction depending on your location
- Enter the Buy Now price
- Select the Buy Now ending time
- Select the End Time and select **“Submit to Auction”** at the bottom of the screen
- The vehicle is now **LIVE**

* You must have approval to list appraisals





Seller Obligations

- Please ensure that you review our terms and service located at **Terms and Conditions**, sections to pay extra attention to are **Seller Obligations and Required Disclosures**
- Please ensure that you understand what is to be declared when selling vehicles
- Failure to follow our Terms can result in the sale being cancelled or an adjustment being provided to the buyer at sellers expense
- If you have any questions when listing a vehicle please contact your EBlock Sales Reps

Questions?

Contact with your EBlock Sales Rep!