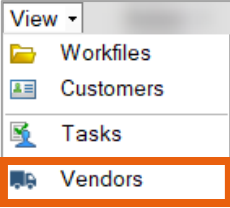
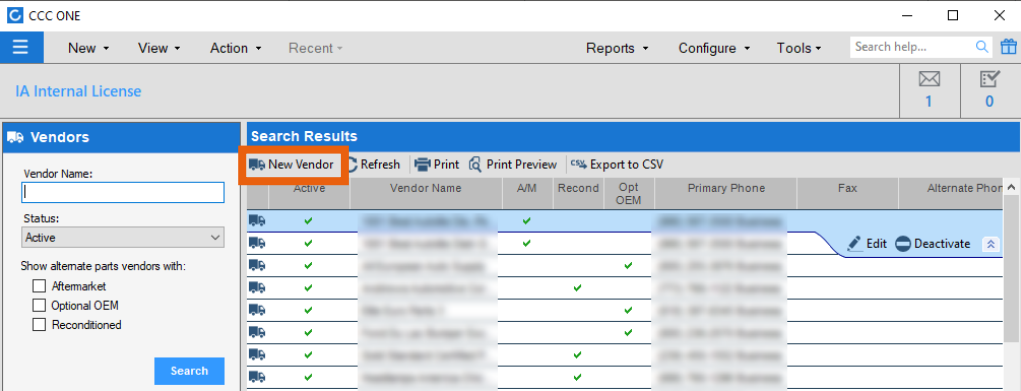
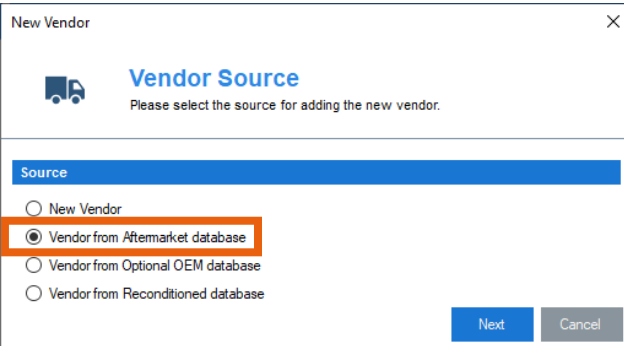


# Add ARO Vendors to CCC ONE®

**Introduction** In CCC® Estimating, you can add new **Aftermarket, Reconditioned and Optional OEM (ARO)** vendors. This job aid demonstrates how to add ARO Vendors in CCC® Estimating.

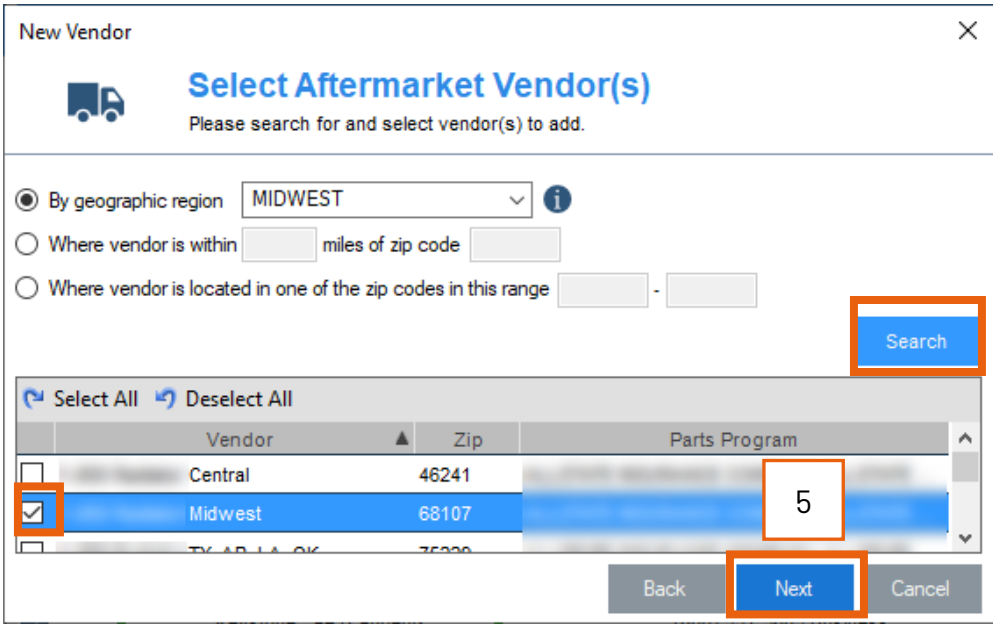
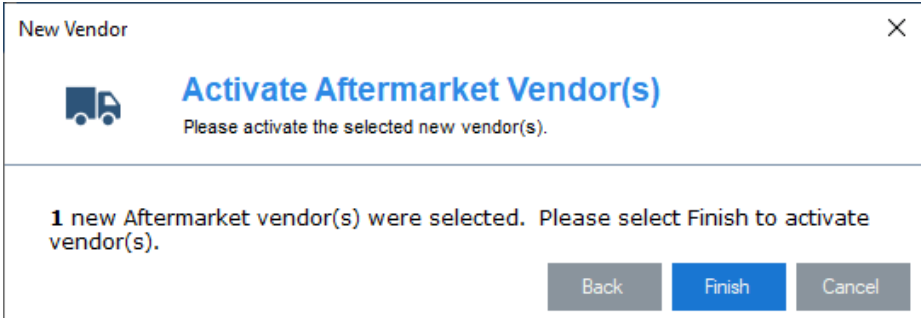
**Adding Aftermarket Vendors** Use the following steps to add Aftermarket Vendors.

Step	Action
1	<p>Go to the <b>View</b> menu and select <b>Vendors</b>. The Vendor screen displays.</p> 
2	<p>Click <b>New Vendor</b>. The New Vendor wizard displays. You must select the Vendor Source to begin.</p> 
3	<p>Select <b>Vendor from Aftermarket database</b> and then click <b>Next</b>. The Select Vendors criteria display.</p> 

*Continued on next page*

## Add ARO Vendors to CCC ONE®, Continued

### Adding Aftermarket Vendors, Continued

Step	Action
4	<p>Select desired search criteria and then click the <b>Search</b> button. Vendors that meet the selected criteria display as shown above.</p>  <p><b>Note:</b> You may get a prompt to identify the right Vendor if multiple similar vendors match the one you select. Select the correct Vendor and continue to this screen.</p>
5	Click in the checkbox of desired vendors to select them, and then click Next. The Activate Aftermarket Vendor screen displays.
6	<p>Click <b>Finish</b> to add the selected Vendors.</p> 
7	Repeat steps to add Recycled or Optional OEM vendors.