



PBE Exchange

My Lists

How it Works

To simplify the ordering process, users can create lists of frequently ordered products in PBE Exchange. Instead of manually adding these products to their shopping cart, users can simply open a list, determine the quantity and add them to their cart.

From the PBE Exchange home page, click **My Lists** in the header.

MY LISTS

[CREATE A NEW LIST](#)

You can edit and delete these lists.

List	Created By	Last Updated	Clone	Edit	Rename	Delete
Axalta Collision Centers	axcoll001mgr axcoll001mgr	01/07/2020				
test	axcoll001mgr axcoll001mgr	01/07/2020				

To create a new list, click **Create A New List**, type your new list name and click **Save New List**.

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Axalta Collision Centers	axcoll001mgr axcoll001mgr	01/07/2020				

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Create a New List

Give your list a name.

[SAVE NEW LIST](#) [CANCEL](#)

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Axalta Collision Centers	axcoll001mgr axcoll001mgr	01/07/2020				
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CREATE ORDER ORDERS & INVOICES **MY LISTS** MANAGE INVENTORY MORE

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To clone a list, locate the existing list and click the icon under the **Clone** column.

From the **Clone This List** window, type your new list name and click **Save List**.

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CREATE ORDER ORDERS & INVOICES **MY LISTS** MANAGE INVENTORY MORE

MY LISTS









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Clone This List

Give your list a name.

SAVE LIST **CANCEL**

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CREATE ORDER ORDERS & INVOICES **MY LISTS** MANAGE INVENTORY MORE

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To rename a list, select the icon under **Rename**, type your new list name and click **Save New Name**.

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CREATE ORDER ORDERS & INVOICES **MY LISTS** MANAGE INVENTORY MORE

MY LISTS

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Rename The List

SAVE NEW NAME CANCEL

List	Created By	Last Updated	Clone	Edit	Rename	Delete
Axalta Collision Centers	axcoll001mgr axcoll001mgr	01/07/2020				
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CREATE ORDER **ORDERS & INVOICES** **MY LISTS** **MANAGE INVENTORY** **MORE**

CATALOG ORDER **EXPORT PRODUCT CATALOG**

Search:

Code	UOM	Description	List	Unit Price	Quantity
00217	RL	NOR 72 X 90' HAND MASK FILM	☆	\$0.00	<input type="text" value="3"/>
00306	RL	NOR 18MM X 54.8M (3/4) ORANGE MASKING TAPE	☆	\$0.00	<input type="text" value="0"/>
00308	RL	NOR 36MM X 54.8M (1.5) OM ORANGE MASKING TAPE	☆	\$0.00	<input type="text" value="0"/>
00309	RL	NOR 48MM X 54.8M (2) OM ORANGE MASKING TAPE	☆	\$0.00	<input type="text" value="0"/>
00314	SL	NOR MASKING TAPE 3/4IN	☆	\$0.00	<input type="text" value="0"/>
00314	CS	NOR MASKING TAPE 3/4IN	☆	\$0.00	<input type="text" value="0"/>

Catalogs

- AXALTA COLLISION CENTERS - PAINT
- AXALTA COLLISION CENTERS - ALLIED
- AXALTA COLLISION CENTERS - PAINT
- AXALTA COLLISION CENTERS - ALLIED

To add products to your list, go to **Catalog Order**, type the code or description in the search field and click the spyglass.

Next, go to the **List** column of your selected product and click the gray star.

My List

Choose a list to add product to.

Axalta Collision Centers **ADD**

test **ADD**

Create a new list.

CREATE LIST

CLOSE

From the **My List** window, locate the list you want to add this product to and click **Add**.

When finished, click **Close**. The product is added to your list and a red star appears in the **List** column indicating this product is part of a list. Continue adding products to your list until completed.

In the United States:
1.855.6.AXALTA
axalta.us

In Canada:
1.800.668.6945
axalta.ca

