

Requesting cars for placement in RVP

1. From the inventory Screen – Go to your **INBOUND** (this is the only section you can request cars for placement in)

Inventory

Total Equipment : 10 | Last updated : October 12, 2022

AG55

☒ Stations

En Route: 0

☒ Inbound: 3

On Hand: 0

Outbound: 0

☐ Equipment	Station ↑	Track ↑	Seq ↑	Shipment Type ↑	Cmnt	Waybill No
☐ AEX 009839	ALICE	HOUSE	1	Inbound		999999
☐ NATX 160283	COLUM	CAGYREC	2	Inbound		282126
☐ TILX 203120	CTNMT	817	1	Inbound		306770

2. Click the car you want place at your facility

Click on the **ACTION** panel

Once you do, it will isolate your car - then click **ACTION** again

Once the drop-down box opens, choose **PLACE**

Inventory

Total Equipment : 10 | Last updated : October 12, 2022 at 10:10 AM

Saved Views

ACTION PANEL

☒ Spot

☒

Station	Track	Equip. ID	Shipment Type	Waybill No	Kind	Equip Type	L/E	Commodity	Last Move Type	Action
ALICE	HOUSE	AEX 009839	Inbound	999999		C214	E	**EMPTY**	ICHR	

Create Bill

Bad Order

Hold

Intra Plant

Move

Out of Storage

Place

Reject

Release & Reload

Release Empty

Release in Same Status

3. Once the screen below appears, drop down to choose the track you want to use for placement

Also, enter the spot to place the car

Click **APPLY**

Spot	Station	Track	Equip. ID	Shipment Type	Waybill No	Kind	Equip Type	L/E	Commodity	Last Move Type	Action Result
1	ALICE	Track *	AEX 009839	Inbound	999999		C214	E	**EMPTY**	ICHR	

4. Once the track and spot have been applied you will receive a confirmation screen
Click **CONFIRM** – this will notify Operations of the request and generate an email confirmation to the email on file in your RailConnect account

Place

You are about to Place (1)1 Equipment. Do you want to confirm the operation?

Cancel Confirm

Please [contact Customer Operations](#) if you have any questions about this or any other actions in RailConnect.