New functionality has been added to allow you to process the missing ingate for your MatchUP loads to complete the move. Please refer to this reference guide for the steps on how to complete this process.

1. Select the usage in question that must be in Destination Street status.
2. Click the Other Actions dropdown and select "Ingate Empty"
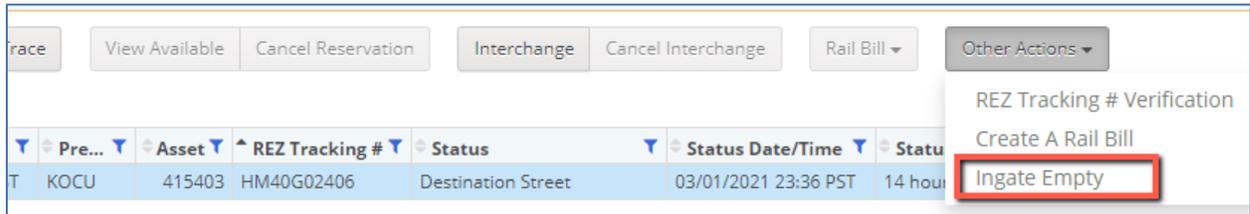
3. You will then be provided with a popup window to select the Ingate Date and location
   a. While the location should auto populate you will need to select the Ingate Date
   b. Please note the date and time of the ingate **MUST** be after the time of outate
4. Then click the Add button to create the ingate
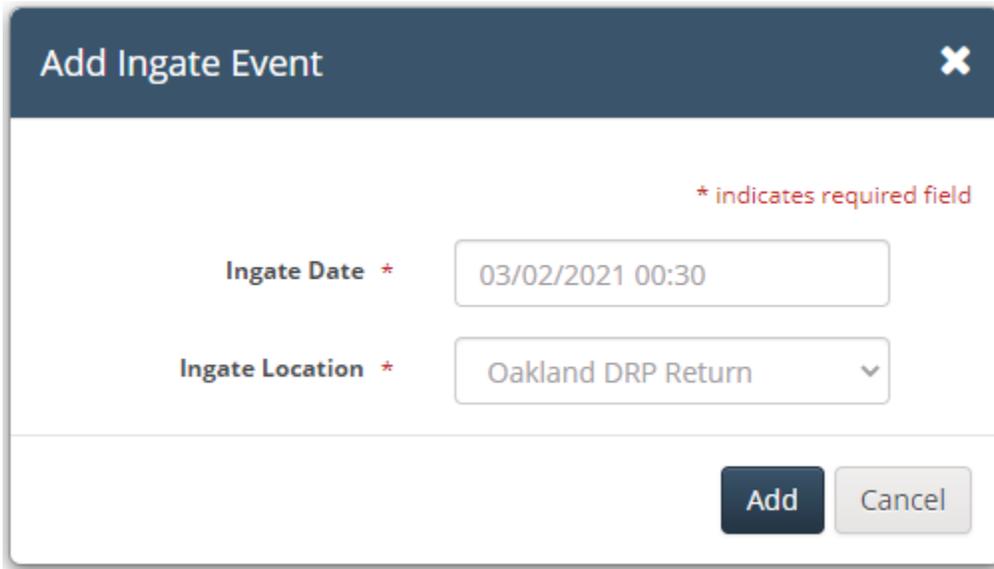
5. The status of the usage will now show complete
- **Things to note:**
   o The usage must be in Destination Street Status
   o You can back date the ingate, but it must be after the time of the outgate
   o You can determine the time of outgate for a move in Destination Street status by the Status Date/Time column
   o For any questions please contact response@blumeglobal.com