



PBE Exchange

Complete Goods Receipt

How it Works

Once an order arrives from the distributor, users can receive the products by clicking the Complete Goods Receipt link located on either the home page or the Order History page.

Complete Goods Receipt

OPEN ORDER STATUS				
Help				
Order Date	Order Type	Purchase Order	Order Status	Goods Receipt
01/26/2024,10:46 AM	Standard	202401262047713_1	In Process	
01/25/2024,02:18 PM	Standard	202401252042122_1	Partially Shipped	Complete Goods Receipt

Once the distributor submits the BOL (Bill of Lading) for either a full or partial delivery, a link appears under **Goods Receipt**.

Click **Complete Goods Receipt** and the following page appears.

PBE Exchange | CONTACT US | HELP | NATIONAL COLLISION CENTER, INC. | 0 ITEMS

CREATE ORDER | ORDERS & INVOICES | MY LISTS | MORE

GOODS RECEIPT > ORDER COMPLETE

[SUBMIT GOODS RECEIPT](#)

Purchase Order: 202403252103562_1
Order Date: 03/25/2024
Distributor: Keystone - Dania Beach - 3478
Order Status: Completed

ORDER COMPLETE
 ORDER VARIANCE

BOL Number: 45606054
BOL Date: 03/25/2024

Code	Description	Quantity Ordered	Quantity Shipped	Quantity Received
419-24 1GA	NF 419-24 GA FACPAC WHITE	1	1	1
419-01 1GA	NF 419-01 GA FACPAC BLACK	1	1	1

Next, compare the products you received to what is listed on the BOL.

If it Matches
If the BOL and your delivered products match, mark **Order Complete**.

When finished, click **Submit Goods Receipt**.

Once done, the status under **Goods Receipt** will change to **Complete**.

Complete Goods Receipt

< GOODS RECEIPT > ORDER VARIANCE **SUBMIT VARIANCE**

Purchase Order: 202403252103562_1
Order Date: 03/25/2024
Distributor: Keystone - Dania Beach - 3478
Order Status: Completed

ORDER COMPLETE

ORDER VARIANCE

BOL Number: 45606054
BOL Date: 03/25/2024

Code	Description	Quantity Ordered	Quantity Shipped	Quantity Received
419-24 1GA	NF 419-24 GA FACPAC WHITE	1	1	<input type="text" value="0"/>

If it Doesn't Match

If the BOL and your delivered products do not match, mark **Order Variance**.

Next, go to the **Quantity Received** column and enter the quantity you did receive.

When finished, click **Submit Variance**.

In the United States:
1.855.6.AXALTA
axalta.us

In Canada:
1.800.668.6945
axalta.ca

