# How to Inventory and Sell Tires with Checkmate

© Car-Part.com. Car-Part.com Confidential Information.

# Contents

**Overview** ..... **3**

**Before you start!** ..... **3**

**How to Inventory Tires** ..... **4**
- Tire Sets and Pairs ..... 4
- Inventorying Tires ..... 5
  - Option A: Inventory 1 Part Record for Multiple Tires ..... 5
  - Option B: Inventory 1 Part Record Per Tire ..... 5
- Inventory Tips ..... 9
  - Year/Model Chart – When Year/Model is Unknown ..... 9

**How to Search for Tires in Checkmate Sales Pro** ..... **10**
- Part and Vehicle Search ..... 10
- Research ..... 10
  - Tire Size Formatting Differences ..... 11

**Listing Tires on eBay** ..... **12**

**Troubleshooting** ..... **16**
- My tires aren’t listed online because they have a Model of ANY ..... 16
- My tires aren’t listed online because they have a Part Code of POT, SOT, WAT, or WTS ..... 17
- I can’t find the correct interchange ..... 18

**Getting Help** ..... **19**
- Online Support using Car-Part Messaging (iCPM) ..... 19

© Car-Part.com. Car-Part.com Confidential Information.

# Overview

Are you taking advantage of the high demand for tires? On Car-Part.com, there are many searches for tires and often, there are not a lot of search results. This is partly because tires must be inventoried in a specific way in order to be listed on Car-Part.com marketplaces, and partly because many recyclers aren't aware that there is interchange for tires.

This guide explains:

- how to make sure your tires get listed on Car-Part.com marketplaces.
- how to select interchange for tires.
- the easiest way to search for tires to sell in Checkmate Sales Pro.
- how to make corrections to your existing tire inventory so your tires upload to Car-Part.com marketplaces.

Tires have basic interchange that is based on wheel interchange (so it is limited to years/models that have wheel interchange). All interchange numbers for tires begin with the number 6.

# Before you start!

Before selling tires, all recyclers must check local, state, and federal regulations and laws governing the sale of used tires.

This website may have helpful information: https://www.nhtsa.gov/equipment/tires

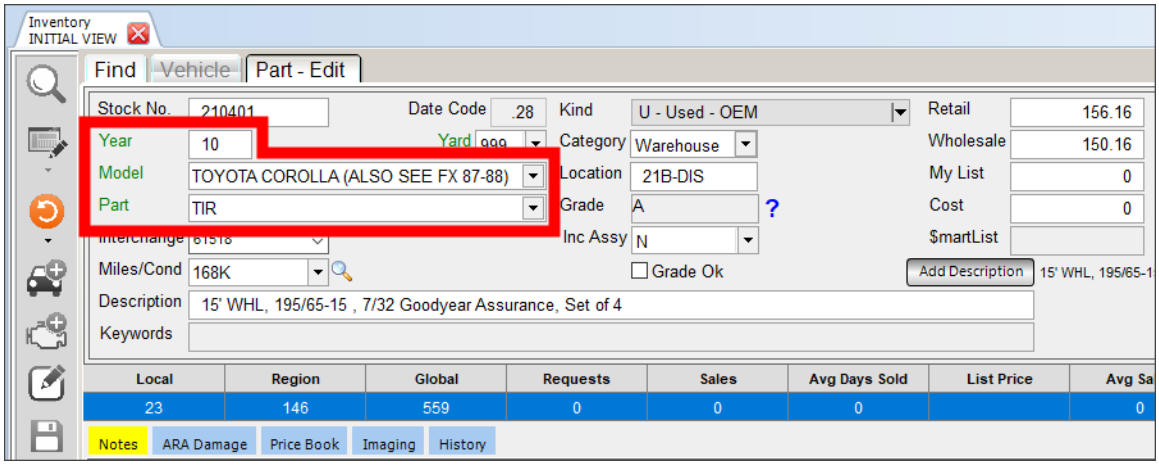
# How to Inventory Tires

In order to be uploaded to Car-Part.com marketplaces, **tires must have both of the following**:

- A part code of either **TIR** or **585**

  And

- A valid **Year** and **Model** (so interchange can be selected).
  Interchange is structured around vehicle years and models, so you can't access interchange options until a valid year/model is selected. For tires, it's not necessary for the year and model to be the *actual* year and model of the vehicle the tires are from, but it *does* need to be a year and model of a vehicle that was manufactured with the same wheel size as the tires you are inventorying. This gives you access to the interchange options for tires. Refer to the **Year/Model Chart – When Year/Model is Unknown** section of this guide for help determining a year/model to use when inventorying.




## *Tire Sets and Pairs*

Whether it is a single tire, a set of tires, or a pair of tires, you *must* use **TIR** or **585** as the part code in order for them to be listed in Car-Part.com marketplaces.

If you want to inventory a pair or set of tires as one part, use the **TIR** or **585** part code, and make it clear in the part description how many tires are included.

## *Inventorying Tires*

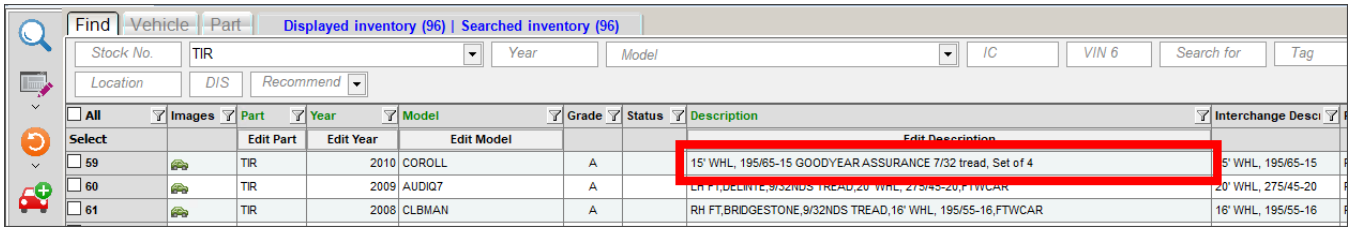
There are a couple ways to handle inventorying tires:

A. Inventory 1 part record for multiple tires

B. Inventory 1 part record per tire.

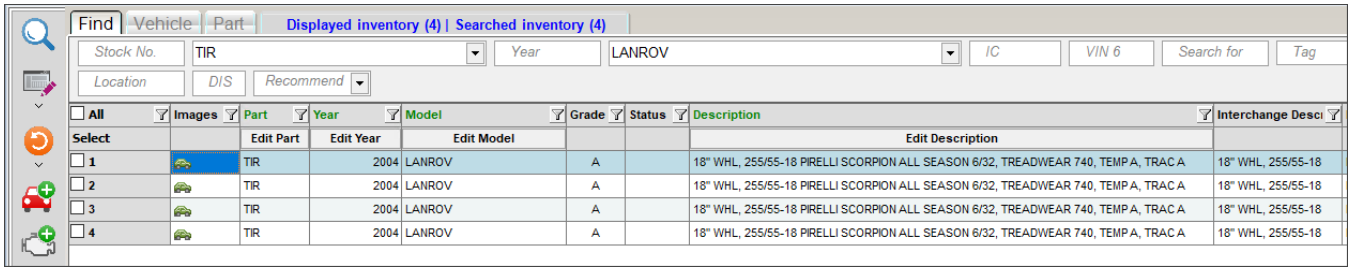
## Option A: Inventory 1 Part Record for Multiple Tires

One way to handle inventorying tires, is to inventory 1 part record for multiple tires (like a pair or set). In this case, be sure to make it clear in the part description how many tires are included.




## Option B: Inventory 1 Part Record Per Tire

Another way to handle inventorying tires, is to inventory 1 part record for each tire.



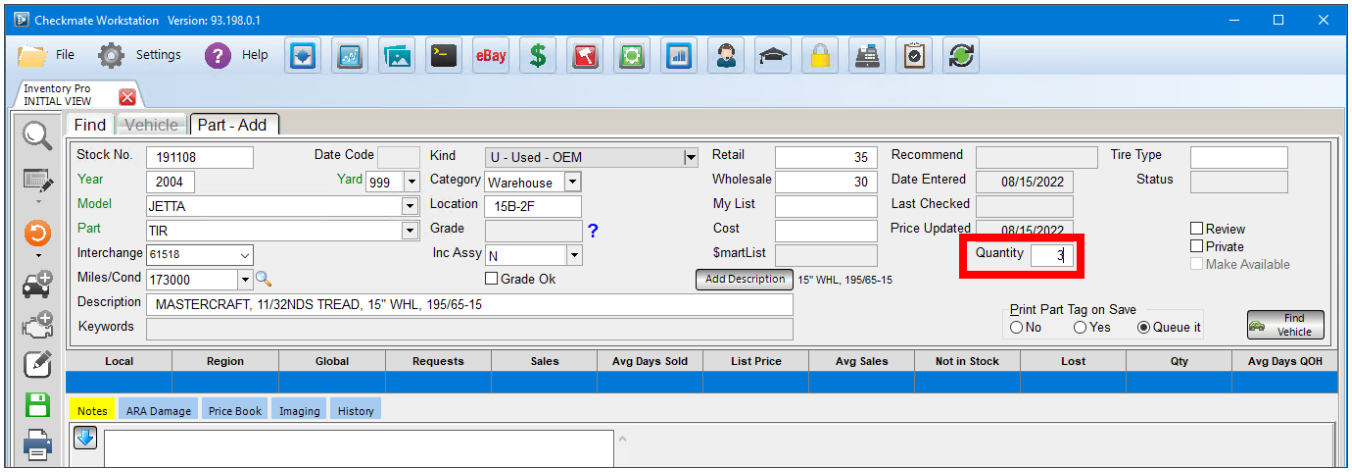

There are a couple features which can save you time with this approach:

- in Checkmate Inventory Pro, you can add multiple records at once using the **Quantity** field (see the section below: **Adding Multiple Tires at Once in Checkmate Inventory Pro**).
- In Partmate, inventory one tire and then duplicate the record (see the section below: **Duplicating Parts in Partmate**).

## *Adding Multiple Tires at Once in Checkmate Inventory Pro*

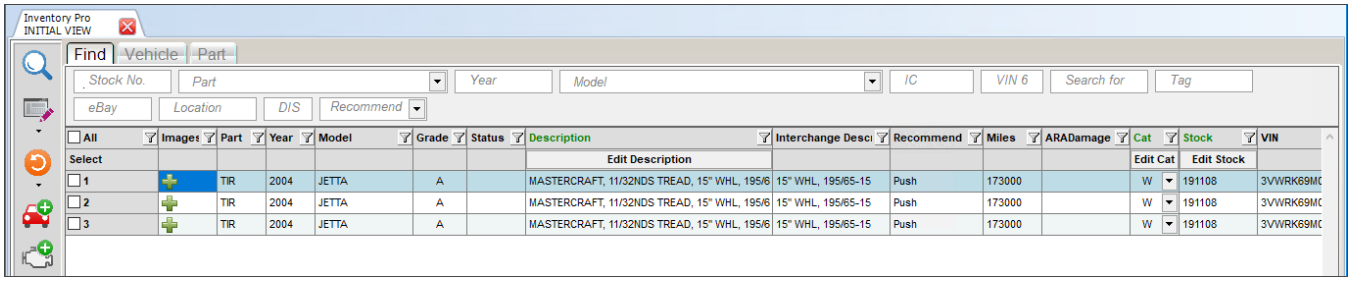
To add multiple tires at once in Checkmate Inventory Pro, follow these steps:

1. When you're adding a tire on the **Part – Add** screen, in the **Quantity** field, type how many of this part you want to add to inventory.




2. When you've finished entering part information (being sure to write a precise and thorough description), click the save button.

   On the **Find** tab, the number of tire records you created displays.

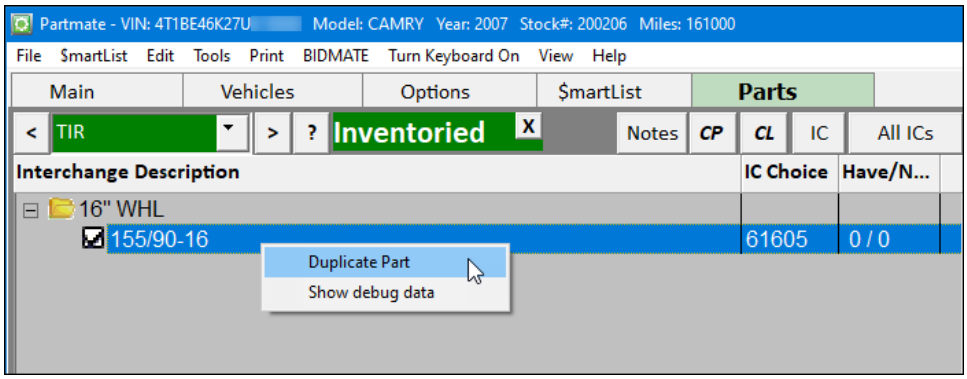



⚠ **Note:** The **Quantity** field is only available when adding a part on the **Part – Add** screen. This field is unavailable after the part has been added.

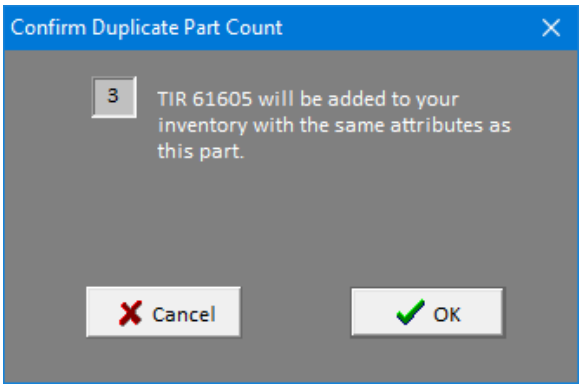
## *Duplicating Parts in Partmate*

To duplicate a part record in Partmate follow these steps:

1. Inventory the first tire, being sure to write a precise and thorough description.
2. Right-click (tablet users: tap and hold) on the blue interchange line and select **Duplicate Part** to inventory multiple tires.




3. The **Confirm Duplicate Part Count** window displays. Type the number of records you want to add.
   - For a full set of tires, type **3**. (This duplicates the part 3 times for a total of 4 parts.)
   - For a pair of tires, type **1**. (This duplicates the part 1 time for a total of 2 parts.)

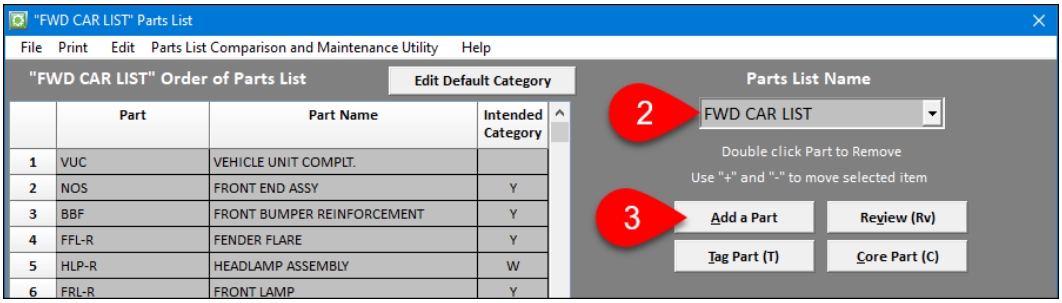



4. Click **OK**. The additional tires are added.

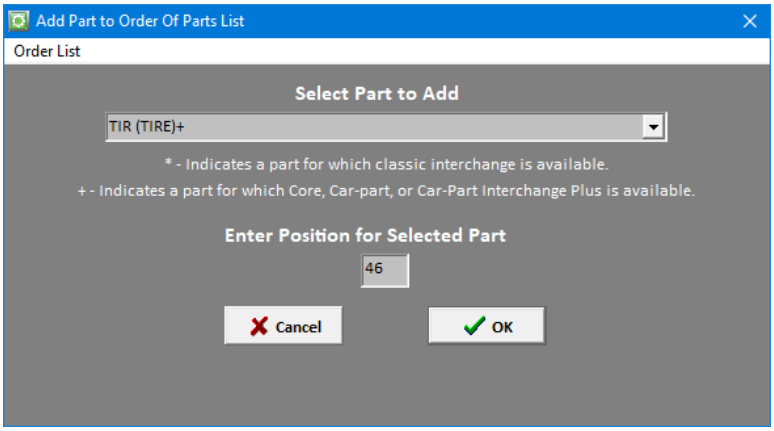
## *Adding Tires to Parts Lists*

If you don't have tires on your parts list in Partmate but want to inventory them regularly, add tires to your parts lists by following these steps:

1. On Part's main screen, click ***Edit>Part Lists***.
2. In the **Parts List Name** field, select the parts list you want to add tires to.
3. Click the **Add a Part** button, or go to ***Edit>Add a Part***.




4. The **Add Part to Order of Parts List** window opens. Select **TIR (TIRE)+** from the drop-down and type the position in the parts list where you want the tire to be.




5. Click **OK** to add the part and return to the **Parts List** window.
6. If you want tires to appear on your list more than once, (once for each tire), repeat steps 3-5.
7. On the **Parts List** window, click **Apply** to apply the changes to your parts list.

## *Inventory Tips*

- As with all parts, make sure you write good descriptions for tires. Include as much of the following information as you can.
    - sidewall depth
    - tread pattern and depth (use a tread depth gauge)
    - brand
    - overall quality
    - tire size
    - quantity
    - speed rating
- Take good pictures:
    - Take pictures of the tires from a variety of angles.
    - Take a picture showing a coin (e.g., penny) in the tread to demonstrate the tread depth.

## Year/Model Chart – When Year/Model is Unknown

If you don't know the year and model of the tires you're inventorying, find the **Wheel Size** of the tires in the chart below and use the **Year/Model** listed for that wheel size.

For example: If it's a tire for a 20" wheel, use **2019**, **BMW 530I** as the year and model.

Selecting one of these **Year/Model** combinations will give you access to all of the interchange options for tires of the corresponding wheel size.

| Wheel Size | Year/Model |
|---|---|
| 13" | 1983, Chevrolet Cavalier |
| 14" | 1991, Mazda Miata |
| 15" | 2013, Chevrolet Spark |
| 16" | 2011, Hyundai Sonata |
| 17" | 2011, Hyundai Sonata |
| 18" | 2011, Hyundai Sonata |
| 19" | 2019, BMW 530I |
| 19.5" | 1999, F450SD |
| 20" | 2019, BMW 530I |
| 21" | 2019, BMW 530I |
| 22" | 2018, Chevrolet Tahoe |

© Car-Part.com. Car-Part.com Confidential Information.

# How to Search for Tires in Checkmate Sales Pro

In Checkmate Sales Pro, you can search for tires in your inventory in several ways. Below are several different ways for searching. The technique that is best for your business depends both on your preference and how tires are inventoried at your business.

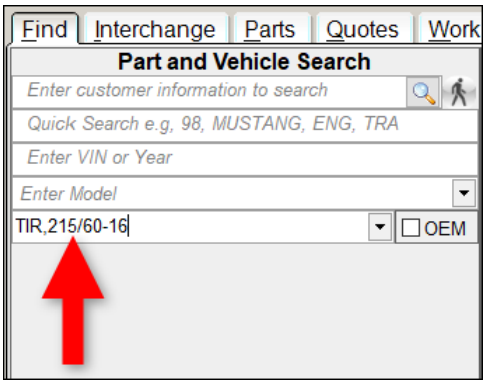
⚠ **Note:** The search techniques shown below only work if your tires are inventoried with the part code **TIR** or **585**, which is necessary for tires to be listed in Car-Part.com marketplaces. If you have tires inventoried with part codes *other* than **TIR**/**585**, they are not listed in Car-Part.com marketplaces. Refer to the **Troubleshooting** section of this document to fix this problem.

⚠ **Important!** Make sure everyone at your business formats tire sizes in the same way, both when inventorying and searching. A **235/75-R15** tire won't show up in search results if the search is formatted like this: **235/75/15**

## *Part and Vehicle Search*

On the **Find** tab, in the **Part and Vehicle Search** section:

1. Leave all search fields blank except for the **Enter Part** field.
2. In the **Enter Part** field, type the tire part code (**TIR** or **585**), a comma (**,**) and the tire size you're looking for (e.g., **215/60-16**).

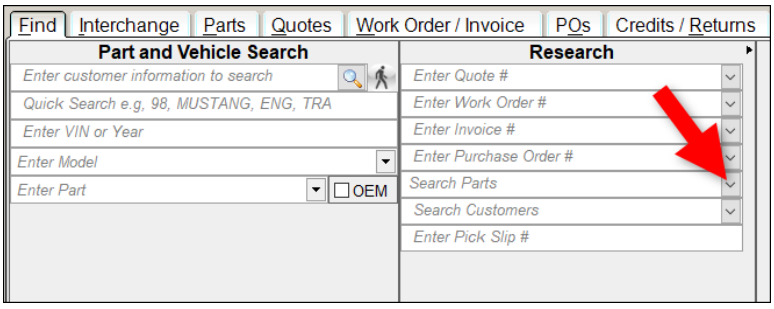



3. Click **Find**. Your search results display on the **Parts** tab.

## *Research*

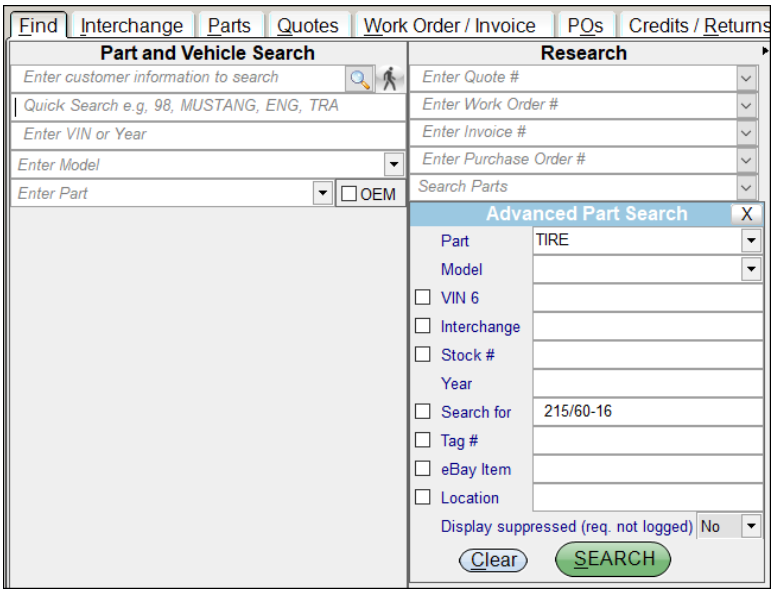
On the **Find** tab, in the **Research** section:

1. Click the drop-down arrow on the **Search Parts** field to open the **Advanced Part Search**.




2. In the **Part** field, select or type the part name or part code: **TIRE** or **TIR** or **585**.

3. In the **Search for** field, type the tire size (e.g., **215/60-16**). (Using the **Search for** field, searches in both the part **Description** and the **Interchange Description** fields.)

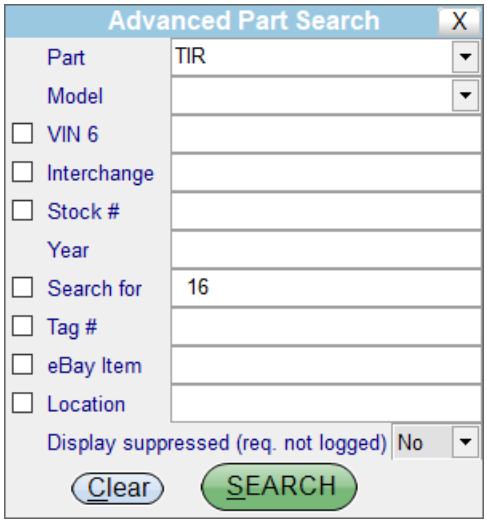



4. Click **Search**. Your search results display on the **Parts** tab.

## Tire Size Formatting Differences

If the tire sizes in the part descriptions for your tires are formatted inconsistently or differently than what is common (with the forward slash and dash like this: **215/60-16**), searching for a specific size (as described above) may not be very successful for you.

In this case, try putting *just* the wheel size in the **Search for** field like this:




This will search for *all* tires in your inventory for 16” wheels. Be aware that since this is a broad search term, your search results may include items that are *not* what you’re looking for. On your search results, use the filters on the columns to narrow down your search results to the exact size you want.

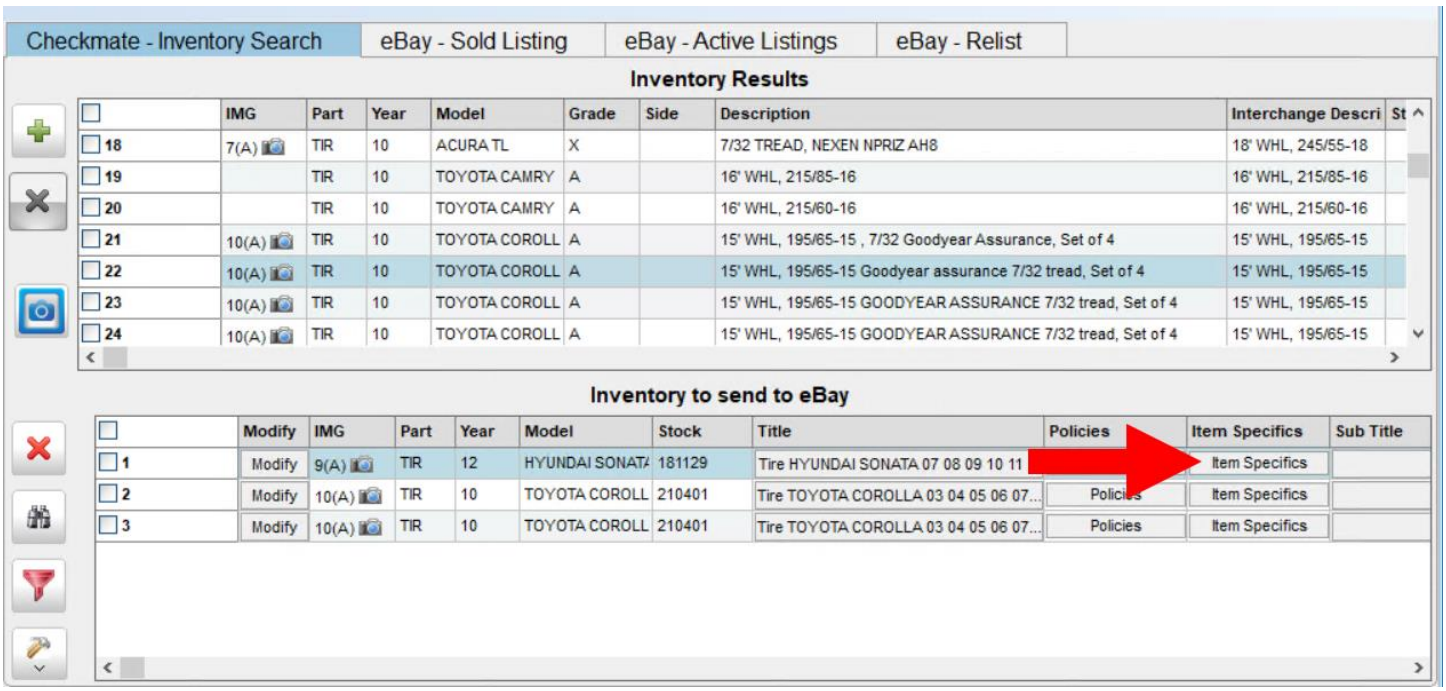
# Listing Tires on eBay

With Checkmate's Listing Manager for eBay, you can list parts from your inventory on eBay. In order to list tires on eBay, you must include several item specifics:

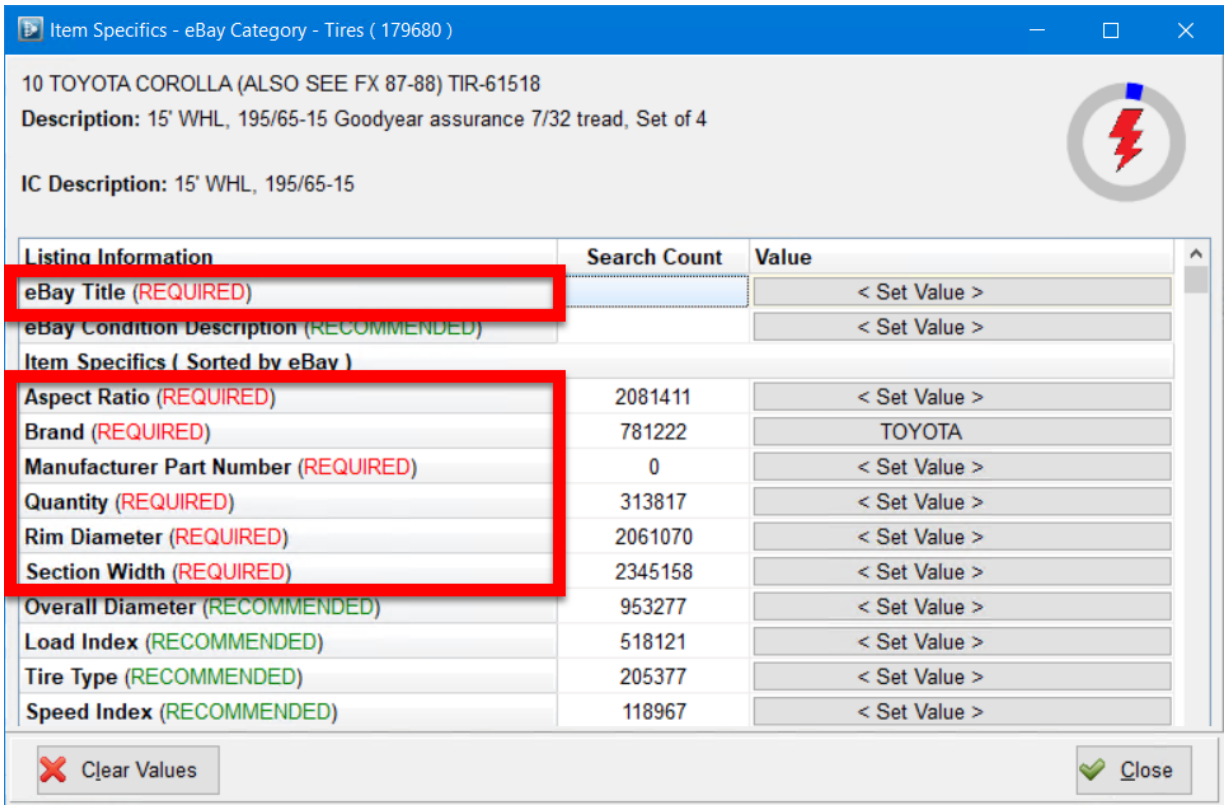
- eBay Title
- Brand
- Section width
- Aspect ratio
- Rim diameter
- Quantity

These item specifics can be added when you're listing the part with Checkmate. Here's how it works:

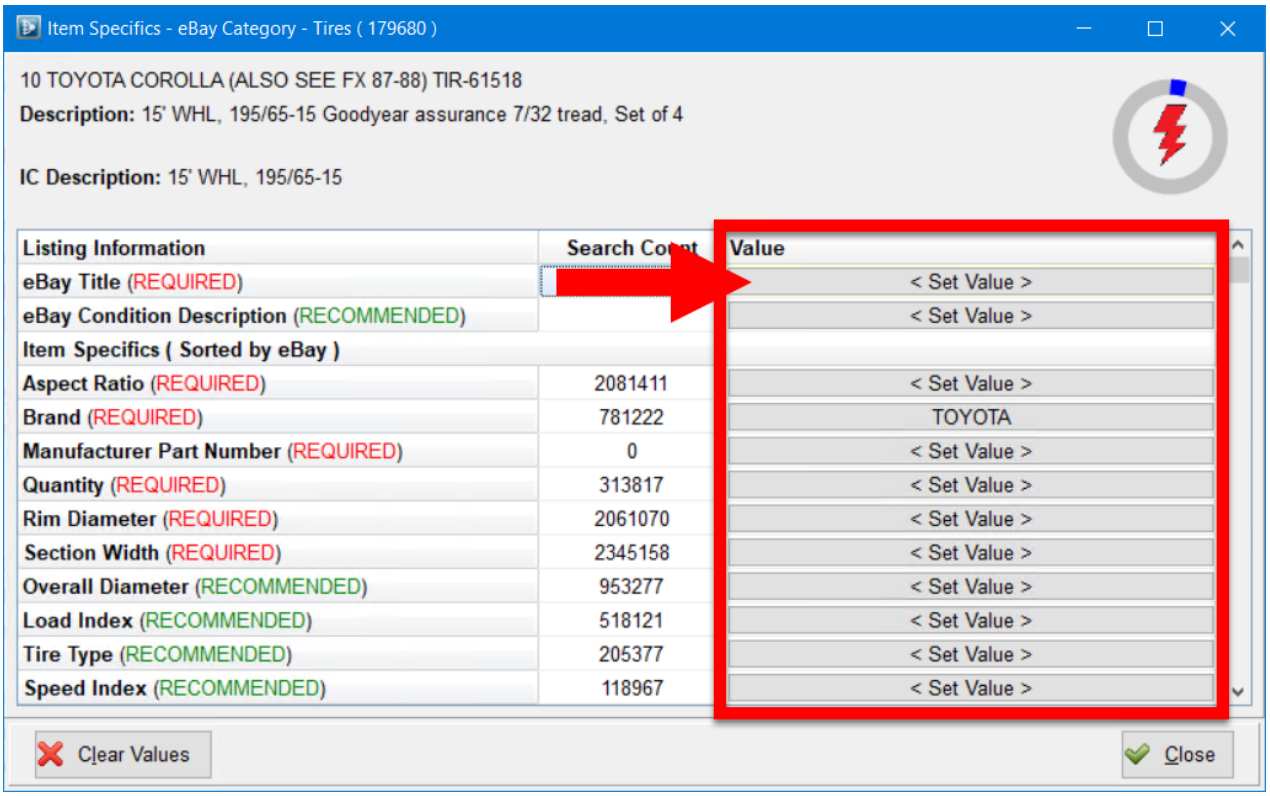
1. When you have selected the wheels and/or tires you want to list and they are in the **Inventory to send to eBay** section, click the **Item Specifics** button on a part listing.



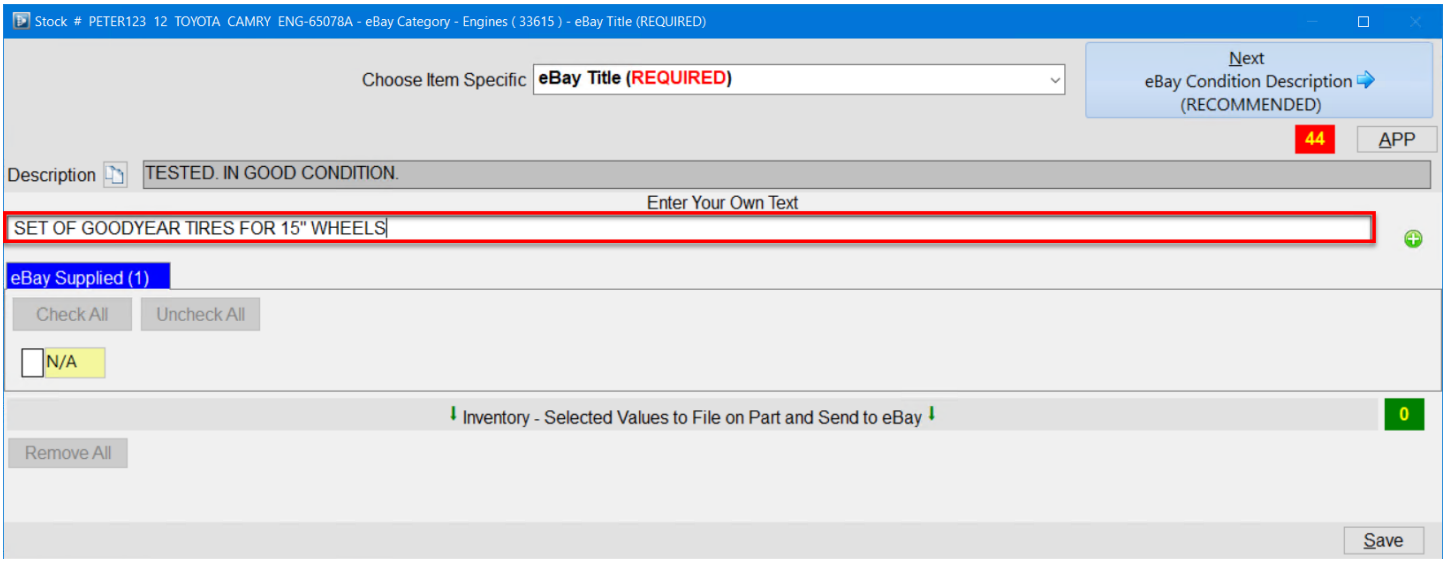
2. The **Item Specifics** window opens for the part. In the **Listing Information** column, you can see which Item Specifics are **REQUIRED** by eBay for tires.



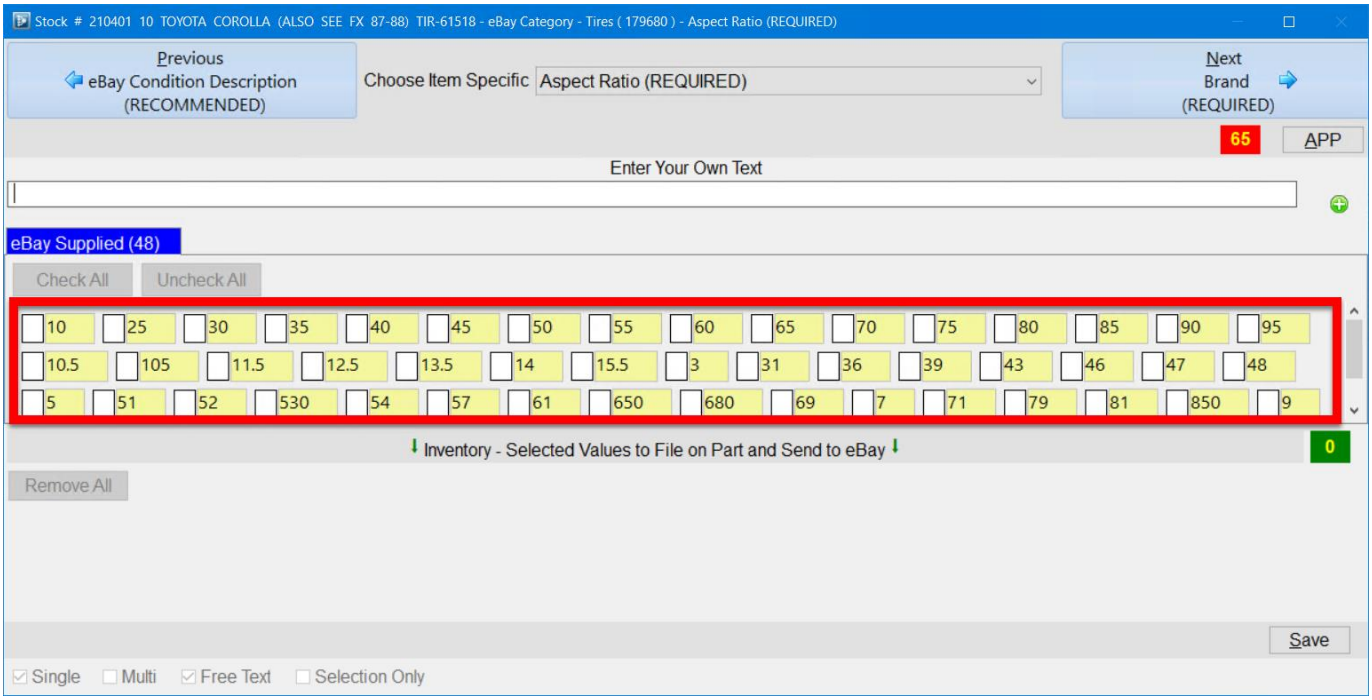

To set an Item Specific, click the associated **< Set Value >** button for it in the **Value** column.



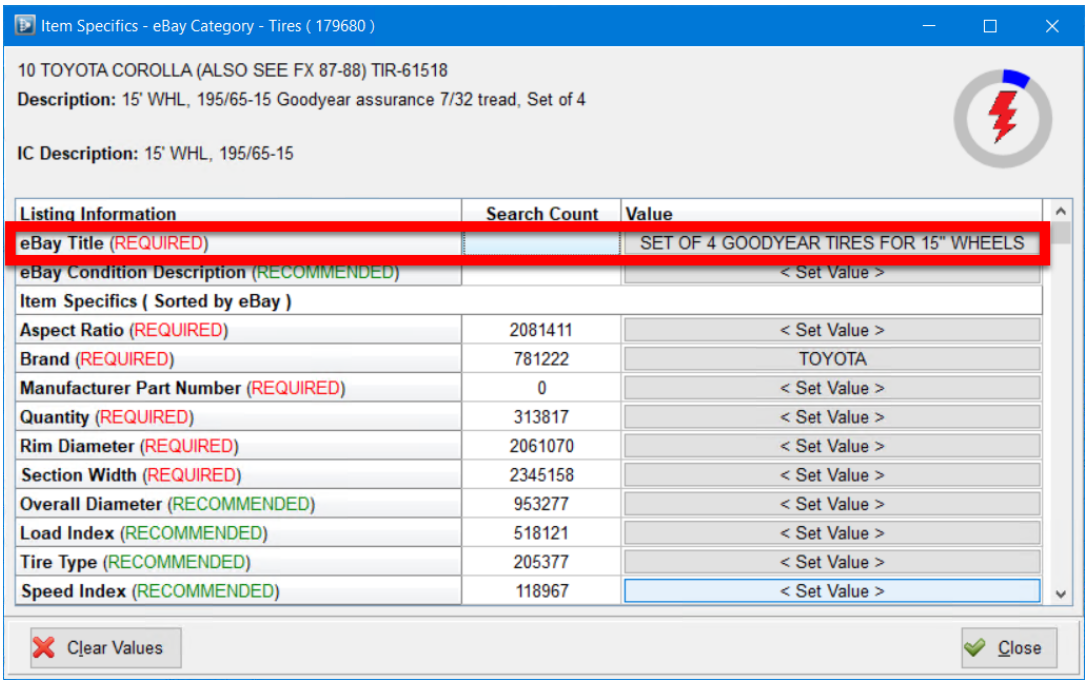
3. A new window opens. Enter the value for the chosen Item Specific. For all Item Specifics, you can **Enter Your Own Text** in the text box. As you type, the red number shows you how many characters you have left.



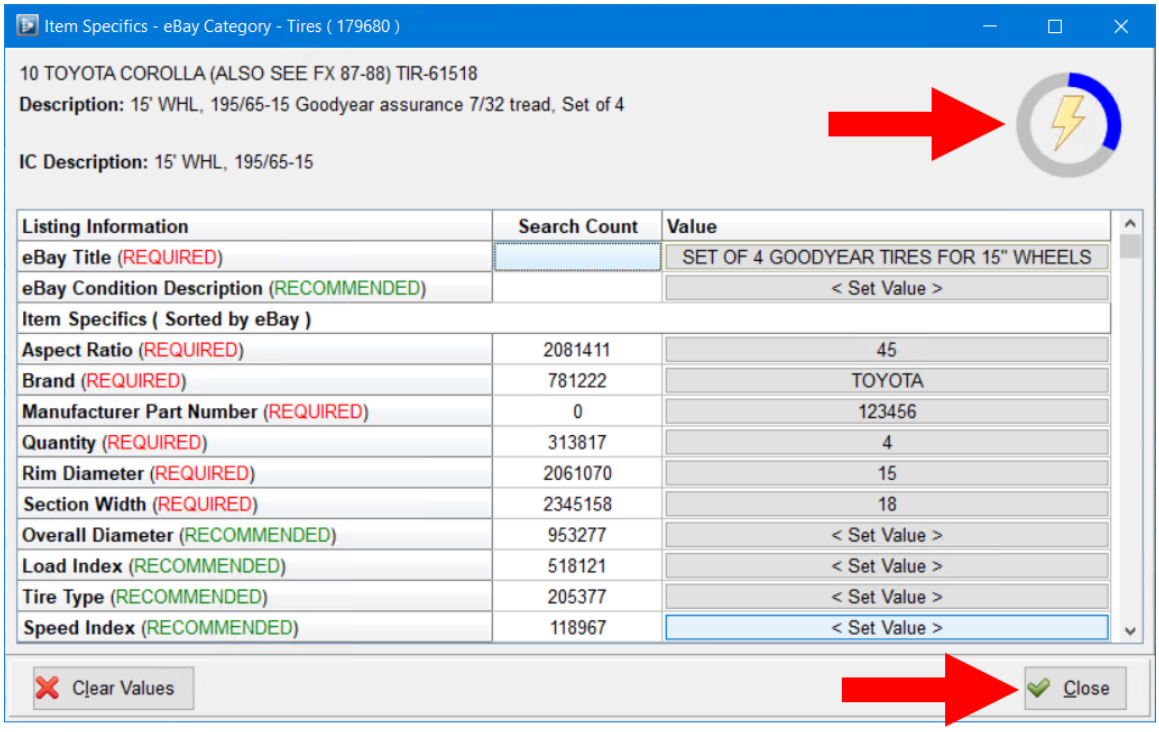

For some Item Specifics, you can instead click a checkbox to select the value from the provided options.



4. Click the **Save** button to close this window. Back in the **Item Specifics** window, the Item Specific you added now displays in the **Value** column.




5. Repeat this process for each **REQUIRED** Item Specific. When all **REQUIRED** Item Specifics are added for the part, the lightning meter will change from red to yellow. When you're finished, click the **Close** button to exit this window.




**Note:** For more information about adding Item Specifics and listing parts on eBay, refer to the Checkmate Listing Manager for eBay user guide.

# Troubleshooting

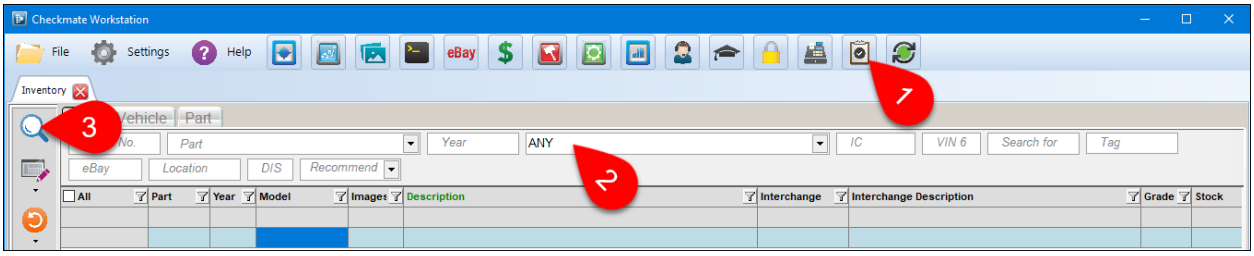
## *My tires aren't listed online because they have a Model of ANY*

If you have tires inventoried that have the vehicle model set as **ANY**, these *are not* listed on Car-Part.com marketplaces. To fix this, follow these steps:

1. In Checkmate Workstation, open Inventory Pro.
2. On the **Find** tab, in the **Model** field, type **ANY**.

   **Note:** If the search field for **Model** is not displayed, right-click on the dropdown arrow of any search field. In the window that displays, check the box for the **Model** option, then close the window.

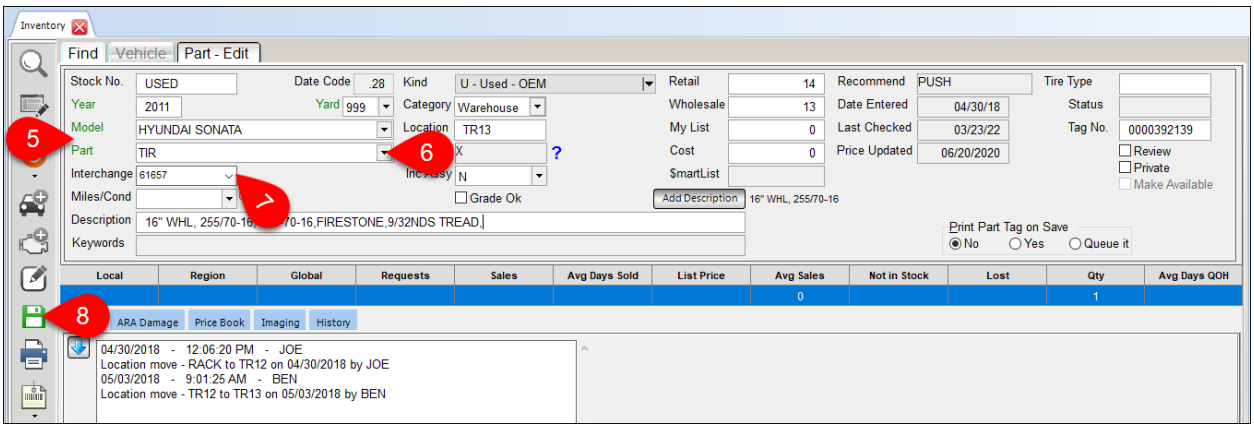
3. Click the magnifying glass button or press **Ctrl+F** on your keyboard to search.




4. The search results display. (If you have multiple part types inventoried with the model of ANY, use the filter on the **Part** column to filter your results to show only tires.)

   Choose a part to fix, and double-click the part line to edit the part.

5. The part displays on the **Part – Edit** tab. Enter the correct **Year** and **Model**. (If you don't know the year/model, find the wheel size on the **Year/Model Chart** shown earlier in this document, and use the year/model listed for that wheel size.)
6. If the **Part** code field is does not already have **TIR** or **585** selected, select it now.
7. Now that the tire has a valid **Year** and **Model**, and a **Part** code of **TIR/585**, you can access tire interchange. In the **Interchange** field, click the drop-down arrow and select the correct interchange option.




8. Click the save button. Your changes are saved and you're returned to your search results on the **Find** tab.
9. Repeat steps 4-8 for all parts in your search results.

**Remember:** Tires inventoried with a model of ANY, won't be listed ANYwhere.

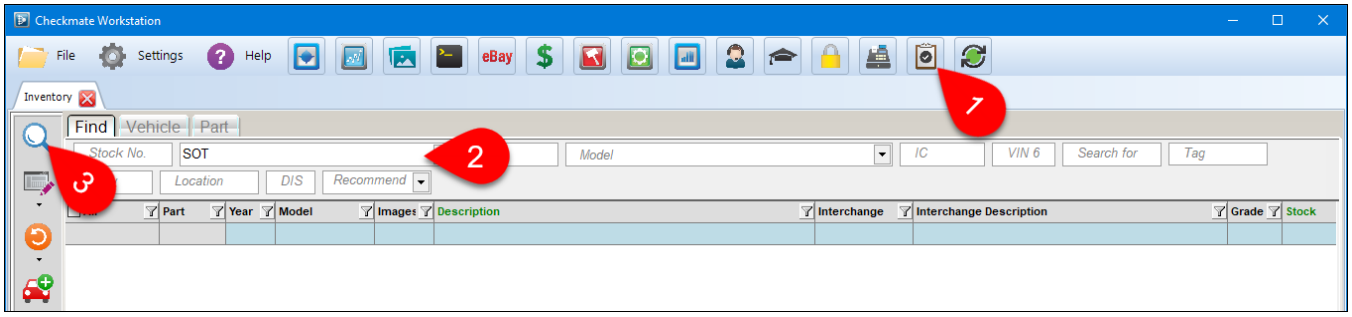
## *My tires aren't listed online because they have a Part Code of POT, SOT, WAT, or WTS*

Tires inventoried with the following part codes *are not* listed on Car-Part.com marketplaces.

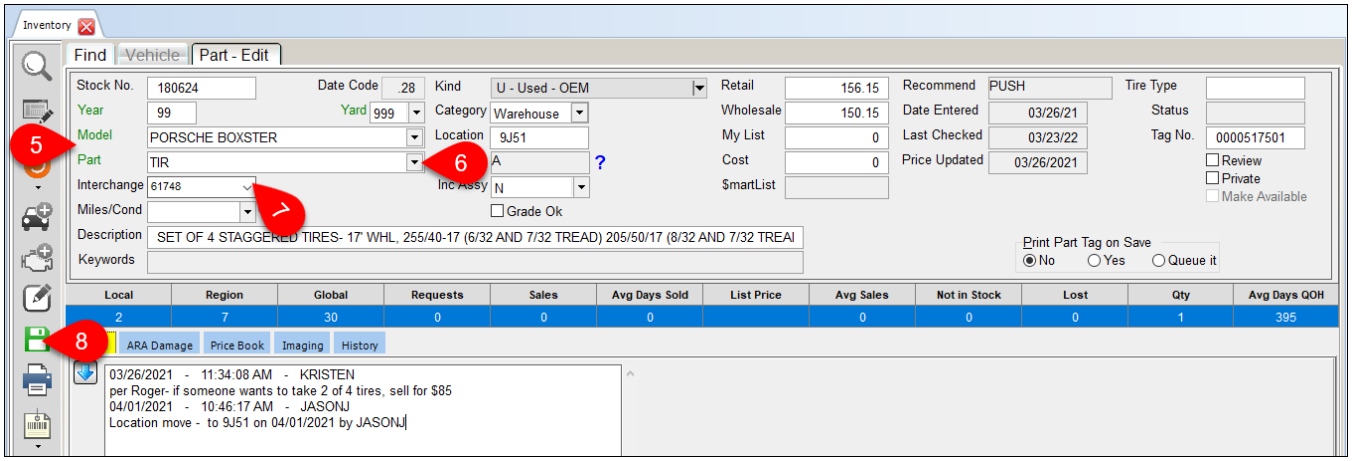
- POT – Pair of tires
- SOT – Set of tires
- WAT – Wheel and tire
- WTS – Wheel and tire set
- Any other part code used for tires beside **TIR** or **585**

To correct tires that were inventoried with a part code other than **TIR** or **585**, follow these steps:

1. In Checkmate Workstation, open Inventory Pro.
2. On the **Find** tab, in the **Part** field, type a part code you've used to inventory tires (e.g. SOT)
3. Click the magnifying glass button or press **Ctrl+F** on your keyboard to search.




4. The search results display. Choose a part to fix, and double-click the part line to edit the part.
5. The part displays on the **Part – Edit** tab. Make sure a valid **Year** and **Model** are selected. (If you don't know the year/model, find the wheel size on **Year/Model Chart** shown earlier in this document, and use the year/model listed for that wheel size.)
6. In the **Part** field, select **TIR**.
7. Now that the tire has a valid **Year** and **Model** and a **Part** code of **TIR/585**, you can access tire interchange. In the **Interchange** field, select the correct interchange option.



8. Click the save button. Your changes are saved and you're returned to your search results on the **Find** tab.
9. Repeat steps 4-8 for all parts in your search results.
10. If you have tires inventoried with any other part codes that do not upload to Car-Part.com marketplaces, repeat this entire process for each part code.

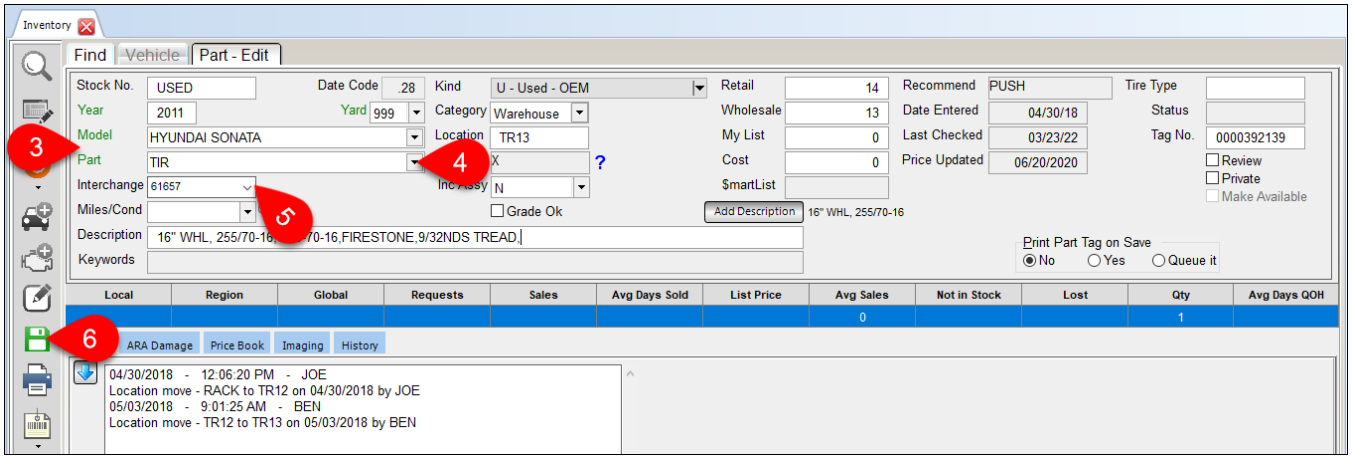
## *I can't find the correct interchange*

If you can't find the correct interchange for tires that you're inventorying, it may be because that size wheel/tire was not originally available from the manufacturer for that particular vehicle's year/model.

In this scenario, to access the correct interchange options, change the year/model for the tires following the steps below. (If the tires are associated with a vehicle, this will cause the year/model for the tires to be different than the vehicle they are associated with. In this case, change the year/model for the tires but leave the stock number for the tires the same so the tires are included in the profitability calculations for the vehicle.)

Follow these steps:

1. In Checkmate Inventory Pro, on the **Find** tab, search for the tire(s) you can't find the correct interchange for.
2. Double-click a tire to open it for editing.
3. The part displays on the **Part – Edit** tab. Change the **Year** and **Model** what is listed on the **Year/Model Chart** (shown earlier in this document) for the appropriate wheel size.
4. If the **Part** code field does not already have **TIR** or **585** selected, select it now.
5. The **Interchange** field should now have the correct interchange available. Click the drop-down arrow and select the correct option.




6. Click the save button.
7. If necessary, repeat steps 2-6 for other tires in your search results.

# Getting Help

For more information about this product, including access to online training videos and documentation, visit Products.Car-Part.com for our recycler resources.

Car-Part.com takes customer service seriously. We have a variety of support options available to help you if you have questions about our products or if you need help for any reason. Your questions are very important to us and we want your experience to be a positive one. Please contact us with any questions or concerns using any of the following methods.

### *Phone Support*

If you have a question not covered in this guide, Car-Part.com offers phone support. Please call 859-344-1925 with your questions.

### *Online Support using Car-Part Messaging (iCPM)*

Support technicians are available online using Car-Part Messaging (iCPM) support rooms. These technicians are available LIVE to help answer any questions you may have.

The support rooms are staffed Monday–Friday, 8:00AM–6:00 PM Eastern Time.

To enter an iCPM support room:

1. Double-click the **iCPM** icon on your desktop.

2. **Car-Part Messaging** opens.
3. Double-click the name of the **Support Room** from your bookmark list.
4. Type **HELP** and a brief explanation of your issue. A Car-Part.com support technician will answer and help with your issue.

# Training

If you have ongoing training needs, Car-Part.com has a team of product training specialists to help you learn how to use our products quickly. If you are interested in product training, please call our training department at 859-344-1925 and a trainer in your area will call to schedule training.

# Comments

We welcome your comments and suggestions concerning the content and organization of this guide as well as the accuracy and the usability of the instructions it contains. Email us at documentation@car-part.com. We're listening!

Published by

Car-Part.com

1980 Highland Pike
Ft. Wright, KY 41017

Copyright © 2024 by Car-Part.com. All rights reserved.

The information contained herein is confidential proprietary information of Car-Part.com. No part of the information contained in this document may be reproduced, transmitted, or disclosed to any other person without the prior written consent of Car-Part.com.

Bidmate, Car-Part.com Demand Data, Advanced Bidmate, Partmate, Partmate Review, Desktop Review, Advanced Partmate, $martList, Photomate, Checkmate Rest Server, Car-Part Messaging, Car-Part Interchange, Car-Part Interchange Plus, iCPM, Live Service, Live Chat, Coremate, Core Pricing, Checkmate, Checkmate Listing Manager, Checkmate Sales Pro, Checkmate Workstation, Fast Parts, FastNnet, Car-Part Exchange, Trading Partners, Compass, Orion, SmartVin, Smart Interchange, Order Trakker, Car-Part Auction, CrashLink, Car Part Pro, Desktop Review, Partmate Review, Labelmate, Car-Part EMS Pro, Integrated Car Part Pro, iPro, Car-Part Gold, and Tagmate are trademarks of Car-Part.com.

Car-Part Interchange information is © 2005-2024. The Hollander Interchange is included with or is the basis for the Car-Part Interchange. The Hollander Interchange is © 2024 Claims Services Group, Inc. Some of the information available through this product contains material that is reproduced and distributed under a license from Ford Motor Company. No further reproduction or distribution of the Ford Motor Company material is allowed without the express written permission of Ford Motor Company.

All other product and company names mentioned herein are the property of their respective owners.

**This edition obsoletes all previous editions.**