Private Line Quote Job Aid
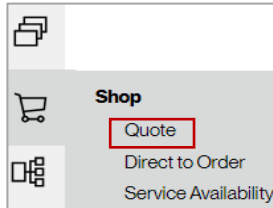
Supports pricing for a variety of Private Line products
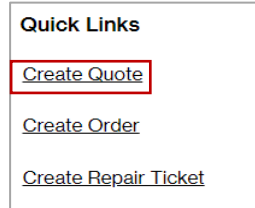
verizon business

Getting Started

There are **three** ways to create a Quote

Option 1: From **Shop**

Shop
- Quote
- Direct to Order
- Service Availability

Option 2: From **Quick Links**

Quick Links

Create Quote

Create Order

Create Repair Ticket

Option 3: From **Quote Worklist**

Order | **Quote** | Repair | Maps |

Search Worklist
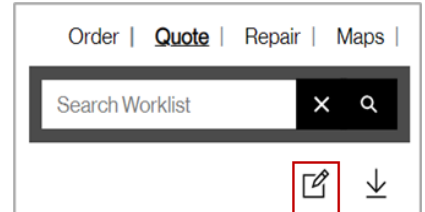
Quote Configuration

1. Select Product Name: **Private Line**
2. Select the applicable Product Offering:
   - **Dedicated Access Line**
   - **IXC Private Line**
   - **Metro Private Line**
   - **US Private Line**
   - **US Private Line SONET**
3. Select **Company**
4. Enter **Request Name** (minimum of 4 characters maximum of 12)

Quote Configuration

Product Name *
Private Line ①

Product Offering*
--Select One-- ②

Company *
③

--Select One--
Dedicated Access Line
IXC Private Line
Metro Private Line
US Private Line
US Private Line SONET

Group Name*
④

5. Download **Quote Template** (Fill out template and save as applicable)

⑤ Template

Request Type*:
Quote

Order Type*:
Install

Remarks:
Remarks

Contact Name*:

Contact Email*:
.om

Remaining Character: 255

Contact Phone*:

Upload Template

⬆ Upload Files or drop files

The total combined allowed file size is 10 MB.
File type accepted: pdf, xls, doc and txt

Private Line Quote Job Aid

Supports pricing for a variety of Private Line products

Quote Configuration (continued)

6. After completing the template, click **Upload Files** to quote details to the request

7. Click **Submit**

Request Type*:	Order Type*:	Remarks:
Quote	Install	

Remaining Character: 255

Contact Name*:

Contact Email*:

Contact Phone*:

Upload Template

6 ⬆ Upload Files   or drop files

The total combined allowed file size is 10 MB.
File type accepted: pdf, xls, doc and txt

7 **Submit**

The **Submitted Quote** will be displayed on the **Request Worklist** (A completed status will be displayed when pricing is returned. Click the **Request Name** link to access and download the price quote (PDF file).

Quote | Order | Voice | **Request** | Repair | Availability | Maps | Reservations

Search Worklist

Filter by: All Companies ⌄   All Owners ⌄   All Product Categories ⌄   Activity ⌄   **Apply**

Request Name	Company Name	Product Name	Submitted Date	Request Type	Activity	Status
Demo 11.9	ABC Company	Private Line	11/09/2023	Quote	Install	Completed