



EQUIPMENT POSTING INSTRUCTIONS

To post Your Available Trucks:

- 1) From RWI website (*www.RWItrans.com*), click on the **Post Your Available Trucks** link
- 2) You will be prompted to enter your username and password
(*If you are not sure of your username, please contact us at crrwi@rwi-trans.com or by calling us at 859-442-4721 or 859-442-4740*)
- 3) The screen will either bring up RWI's available loads or the assigned loads that are already yours (*it will bring up whichever screen you were last logged into*)
- 4) Click on the **Truck Position** button
- 5) Click on **Update Trucks**. If you want to add a truck, fill out the section under 'Insert Truck' and then click **Update** when done. If you want to update, fill out the section under 'Update Truck' and click **Update** when done. If you want to remove the truck from the available list, under the 'Delete Truck' section, select the truck number and then click **Delete**.

Note: Input any information or comments about your available equipment that you would like the RWI dispatchers to be aware of in the comments section.

