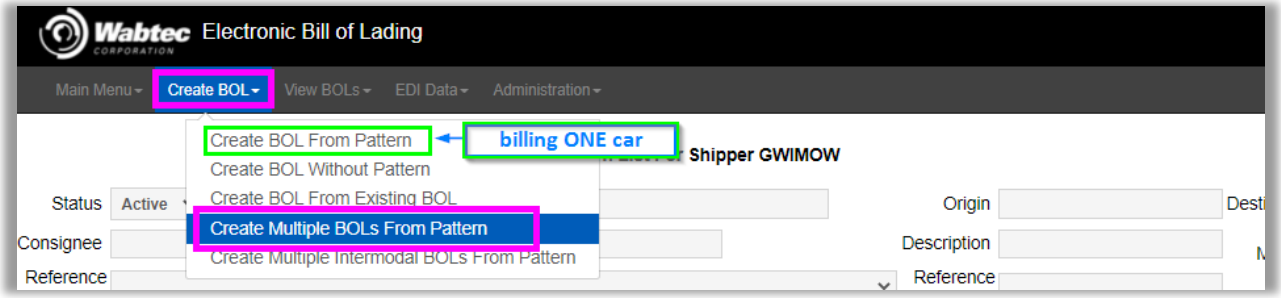
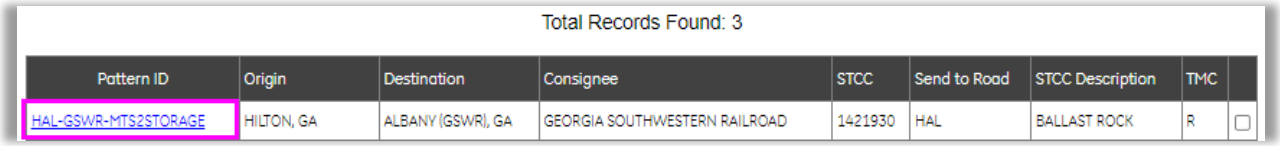
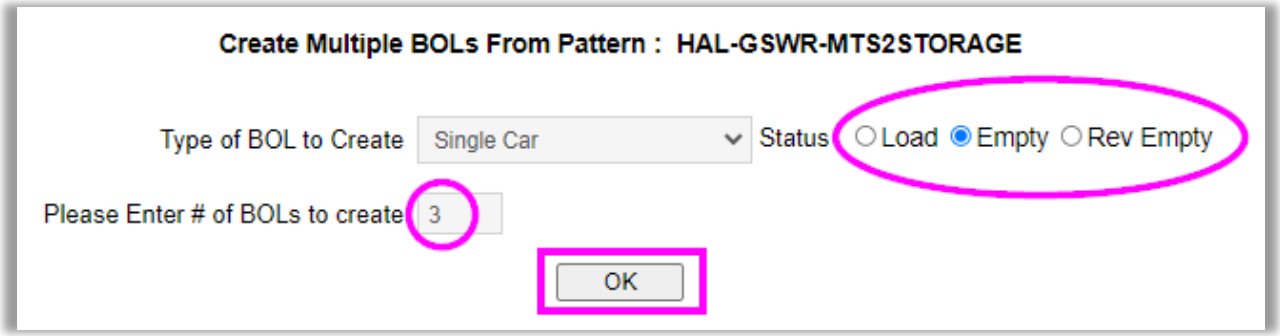
EBOL *Billing out multiple Railcars to the same destination using a pattern*

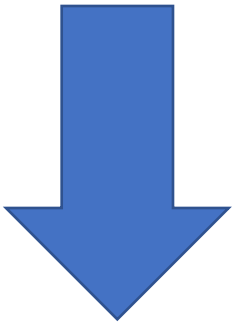
A. Click on CREATE BOL and select "Create Multiple BOLs From Pattern." Then, select the pattern you want to use for your railcar by clicking on the pattern ID. (You may need to search for your pattern ID on a different page; it will show up as a blue link.)





B. Next, select the status of your railcars: Load, Empty, or Revenue Empty. Then, type in the number of cars you are billing out with this pattern. Click OK to advance to the next screen.

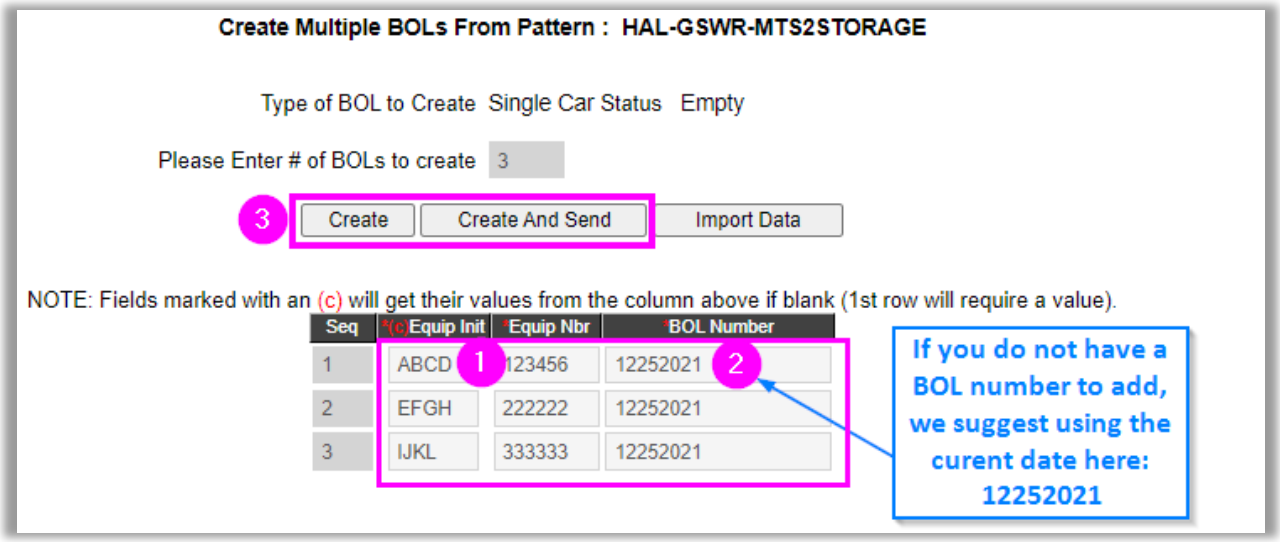




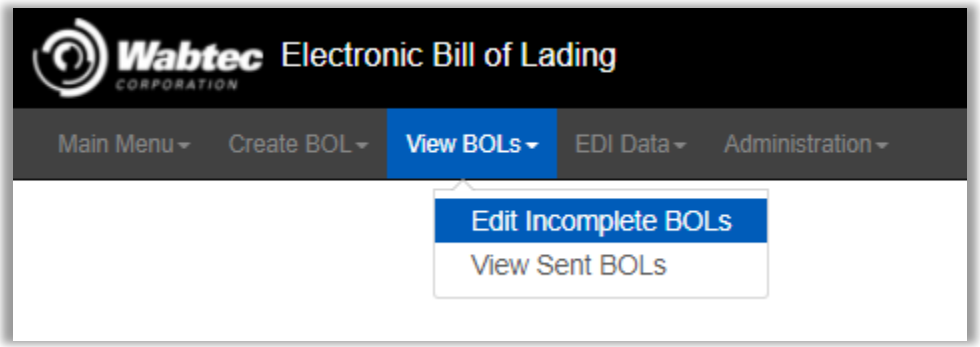
C. **1) Fill in your Car marks and Numbers in the Equip columns**

2) Add BOL numbers & Net Weights if applicable (for loaded cars)

3) Then, if you are ready to transmit your BOL to the Railroad, click on CREATE AND SEND *(see definitions below on CREATE button)*



Definitions:

Create and Send: Will send the billing to the railroad

Create: Does not send billing to the railroad. It will send the billing to the "Edit Incomplete BOLs" section of EBOL which is like a pending queue. Once you are ready to send the billing, you can find it in the pending queue here: