

Reconcile a completed truck

Authorized office users | Quick reference guide

1. Open Reconciliation

Select the truck and compare estimated, pickup, and delivered head counts and agreed versus submitted charges.

2. Review the BOL

Open authorized paperwork and check readability. Choose Reconciled or Needs correction and add review notes.

3. Save reconciliation

Save the review. Later corrections can require another reconciliation review.

Good to know

Reconciliation does not create invoices, payments, or QuickBooks entries.

Need help? support@herdhaul.com

Do not email passwords, private driver links, or BOL files.