

Many times, the same model of a house or other building is built on multiple sites with all of the same design parameters, but each structure is required by the building department to have all of its own site-specific documentation including sealed truss designs.

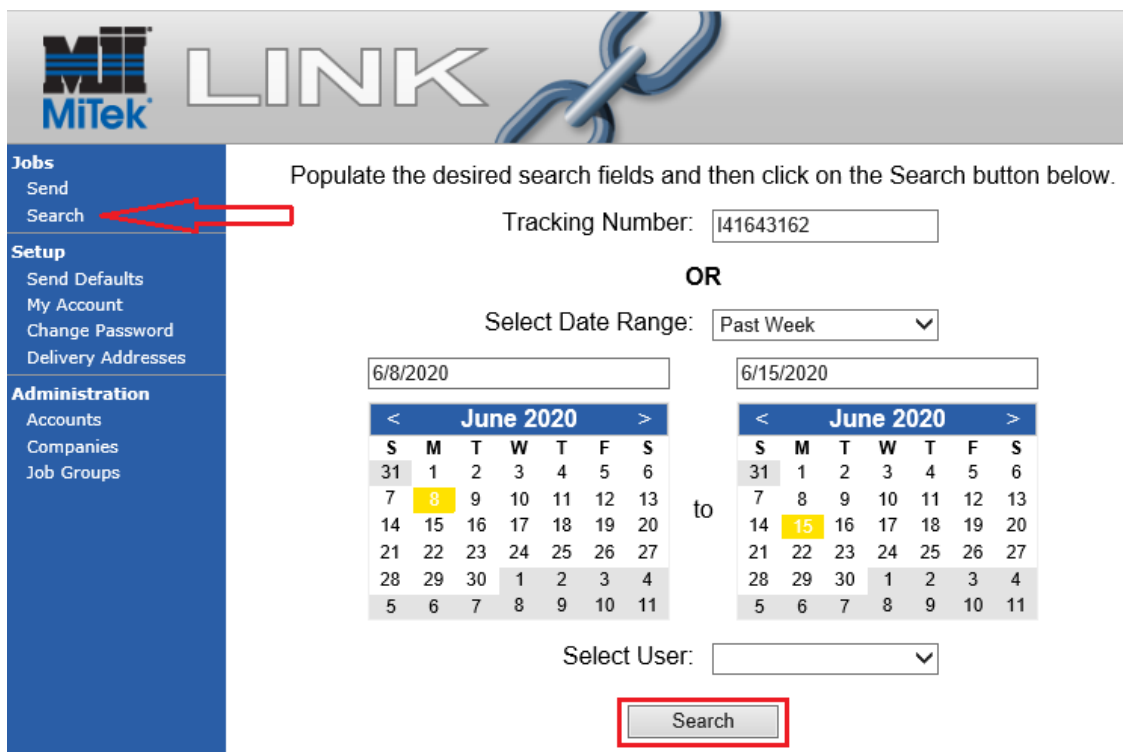
To assist with this, MiTek offers a lower cost service that allows MiTek customers to request a new set of sealed truss design drawings through our Link website or Transfer Center. You can change the job name, description, and site information and we will produce a new PDF or hard copy of the job with the new information included. Assuming the job was originally run with a building code that is still current, you can expect the reprint of your job with the new job information to occur in just a few minutes after making your request. If the job has an older code, our system will automatically email your request to an engineer who could then either approve the request or call you to discuss the building code issue.

Remember that this system will reproduce only a set of truss design drawings that MiTek has already designed and sealed for you.

To use the system is easier than requesting the original truss engineering as shown below.

## MiTek LINK

1. Search for jobs that have already been sealed:



Populate the desired search fields and then click on the Search button below.

Tracking Number:

OR

Select Date Range:


June 2020						
S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

to

June 2020						
S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

Select User:

- Click on the tracking number of the job for which you wish to receive a new set of seals, then press the button “Request an AutoReseal of this job”:



# LINK



**Jobs**  
Send  
Search

**Setup**  
Send Defaults  
My Account  
Change Password  
Delivery Addresses

**Administration**  
Accounts  
Companies  
Job Groups


For the job you selected, this is the full information and the trusses that is associated with the job.

[Printer Friendly list](#)


Tracking Number	Job Name	Job Description	Version	Job Type	State (s)	Office	Received	Number of Trusses
7332527 / 141643162	312567-A	Roof	8.4 Sapphire	Seals	MN	Chesterfield, MO	6/12/2020 11:56:01 AM	4

[Click here to download the combined PDF file](#)

- Enter the new Job Name and or description as needed



# LINK



[Home](#) [Email Us](#) [Logout](#)

**Jobs**  
Send  
Search

**Setup**  
Send Defaults  
My Account  
Change Password  
Delivery Addresses

**Administration**  
Accounts  
Companies  
Job Groups

You have requested an AutoReseal for a job that has been sealed by the Link system. You may change this information:

New Job Name:

New Job Description:

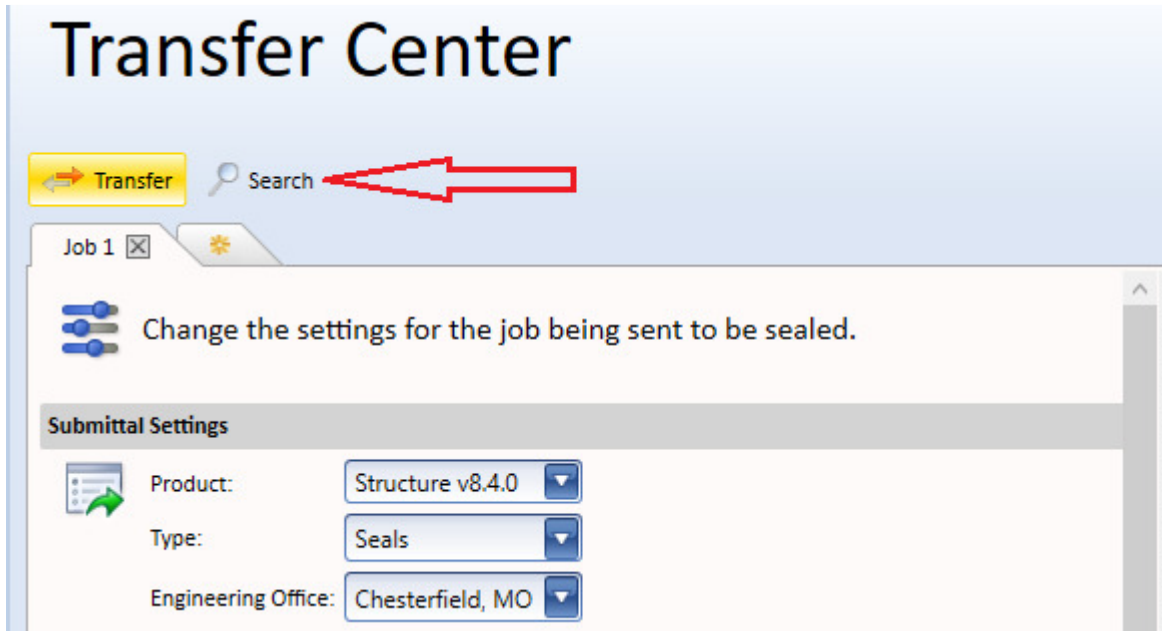
Please also send me hard copies of the sealed job, with the following seal types: (Keep 0 quantity if you don't want to have any hard copies mailed)

<input style="width: 100%;" type="text" value="1"/>	Seal Cover Sheet
<input style="width: 100%;" type="text" value="1"/>	Seal Set

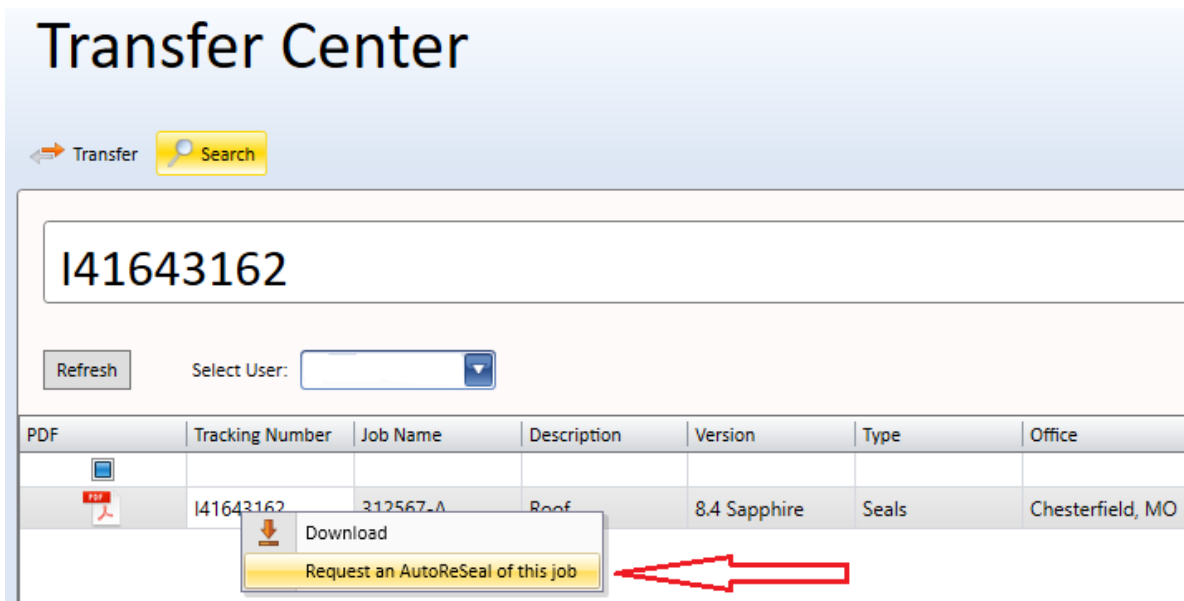
- Click the “Submit AutoReseal Request” button

## Transfer Center

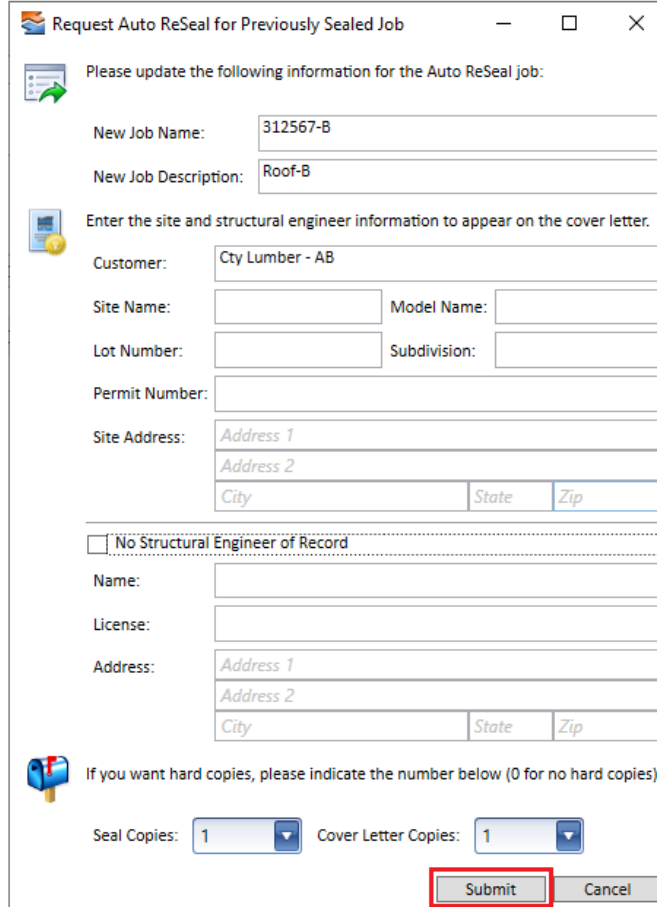
1. Search for jobs that have already been sealed:



2. Click the right mouse button on the tracking number of the job for which you wish to receive a new set of seals, then press "Request an AutoReSeal of this job":



3. Enter the New Job Name and/or New Job Description, Site Address and other information as needed



Request Auto ReSeal for Previously Sealed Job

Please update the following information for the Auto ReSeal job:

New Job Name: 312567-B

New Job Description: Roof-B

Enter the site and structural engineer information to appear on the cover letter.

Customer: Cty Lumber - AB

Site Name: Model Name:

Lot Number: Subdivision:

Permit Number:

Site Address: Address 1  
Address 2  
City State Zip

No Structural Engineer of Record

Name:

License:

Address: Address 1  
Address 2  
City State Zip

If you want hard copies, please indicate the number below (0 for no hard copies):

Seal Copies: 1 Cover Letter Copies: 1

Submit Cancel

4. Click the "Submit" button

You will receive an email letting you know your PDF is ready to download as normal, and if required, your job will have automatically begun to print here at MiTek. The copy will be sent to you within the same time frame as any hard copy job.

For additional information, or if you have questions on this feature, please contact the MiTek Engineering department or MiTek Technical Support.