

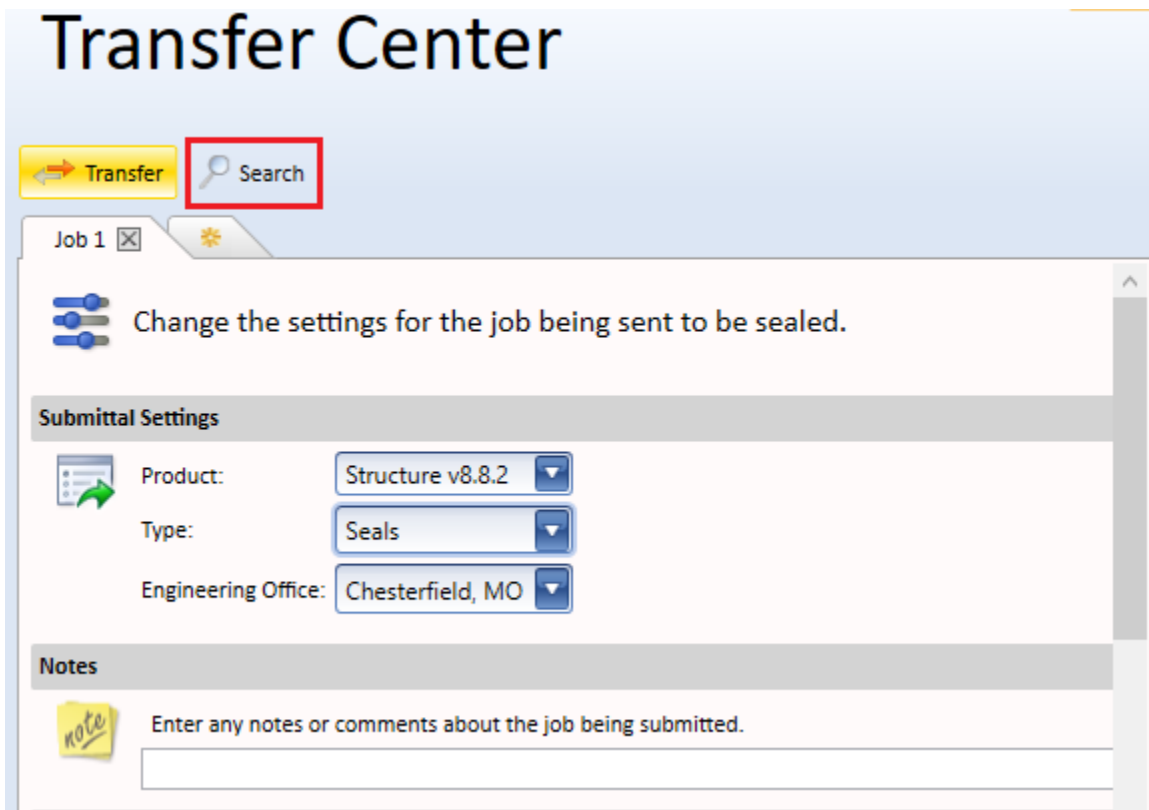
Many times, the same model of a house or other building is built on multiple sites with all of the same design parameters, but each structure is required by the building department to have all of its own site-specific documentation including sealed truss designs.

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 MiTek 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.

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”:

The screenshot shows the 'Transfer Center' interface. At the top, there is a search bar containing the tracking number '168970347'. Below the search bar is a 'Refresh' button and a 'Select User:' dropdown menu. A message states: 'Right click on any cell to view the list of menu options.' Below this is a table with columns: PDF, Tracking Nu..., Job Name, Description, Version, Type, Office, Sent Date, Componen..., and Status. The table contains one row with tracking number 168970343, job name 'Multi-Level', description 'Multi-Leve...', version '8.8 Sapphi...', type 'Seals', office 'Chesterfiel...', sent date '10/17/202...', and status '5 Complete...'. A context menu is open over the tracking number cell, listing options: 'Download Separate', 'Download Combined', 'Request an AutoReSeal of this job' (highlighted with a red box), 'View User Notes', and 'View Truss List'.

3. Enter the New Job Name and/or New Job Description, Site Name and/or Address and other information as needed. Click the “Submit” button.

The screenshot shows a dialog box titled 'Request Auto ReSeal for Previously Sealed Job'. It contains several sections of input fields. The first section asks to update information for the Auto ReSeal job, with 'New Job Name' set to 'Multi-Level -2' and 'New Job Description' set to 'Second Floor'. The second section asks for site and structural engineer information to appear on the cover letter, with 'Customer' set to 'City Lumber'. The third section has a checkbox for 'No Structural Engineer of Record'. The fourth section asks for the number of hard copies, with 'Seal Copies' and 'Cover Letter Copies' both set to 1. At the bottom right, the 'Submit' button is highlighted with a red box.

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.