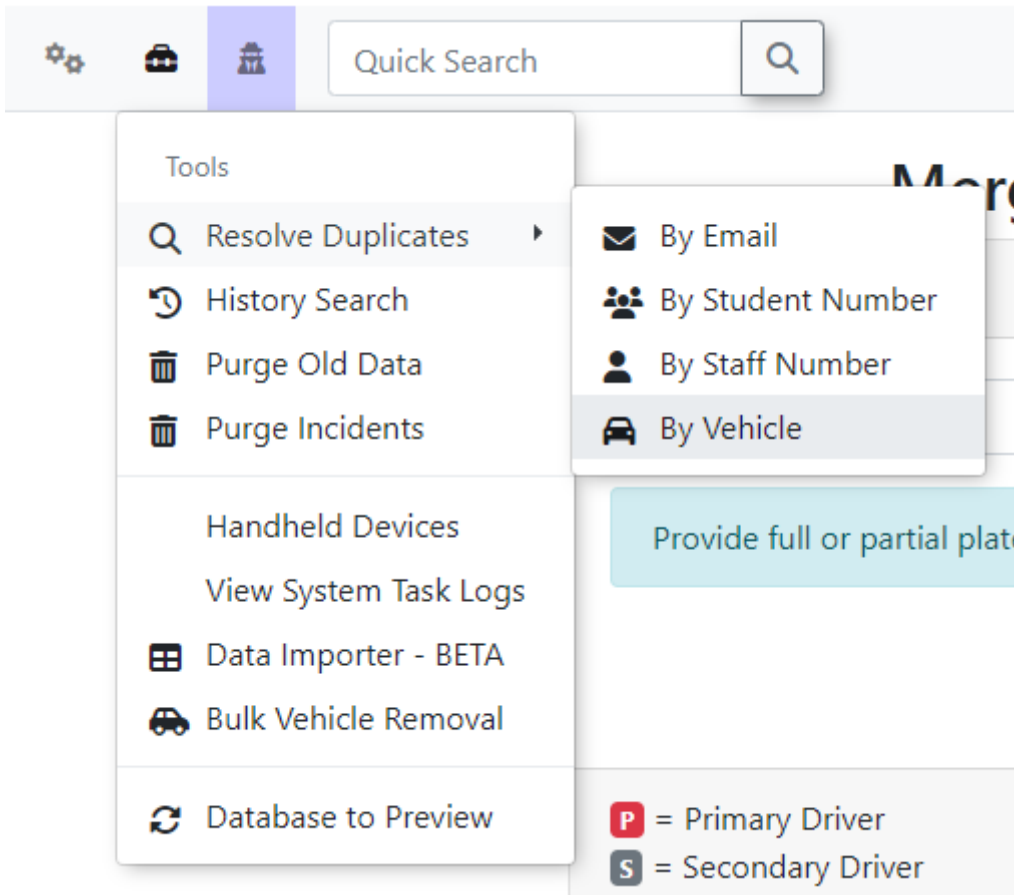


Resolve Duplicate Report

1. To address this issue, go into **Tools** , hover over **Resolve Duplicates**, then click **By Vehicle**.



2. You will be presented with two choices: '**Strict Duplicate**' or '**Include Different Plate Types**'.

- '**Strict Duplicate**' will generate a list of vehicles where all three unique identifiers are identical (Plate, State/Province, Plate Type)
- '**Include Different Plate Types**' will generate a list of vehicles where Plate and State might be identical but the Plate Type differs. This list will allow you to see what vehicles may be duplicated in error.

The easiest way to recognize the duplicates in question is to compare the vehicle description.

If, for example a vehicle, is a beige BMW sports car with the plate ABC123, province is Ontario, and the Plate Type is unspecified but there is another vehicle that is a beige BMW sports car with the plate ABC123, province is Ontario and the Plate Type is Passenger it is likely a duplicate and the two vehicles could be merged.

See Below:

Duplicate Vehicles

Strict Duplicates

Include Different Plate Types

Plate	Province/State	Plate Type	Make	Colour	Year	Username	
BIRCH	Ontario	Passenger	Chrysler	Beige	2009	<div>pbirch</div>	<div>Merge</div>
BIRCH	Ontario	Commercial	Audi	Brown	2018		

3. By clicking on the provided **Merge** button you will be taken to the merge function window where you can merge the two vehicles together.

Merge Vehicles

Vehicles To Merge

Vehicle To Merge Into

BIRCH

BIRCH

Provide full or partial plate number.

Search

P

 = Primary Driver

S

 = Secondary Driver

Toggle All

☐

BIRCH

☐

ON CAN

2009 Beige Chrysler

pbirch

P

☐

BIRCH

☐

ON CAN

2018 Brown Audi

☐

BIRCH

☐

ON CAN

2009 Beige Chrysler

pbirch

P

☐

BIRCH

☐

ON CAN

2018 Brown Audi

Merge