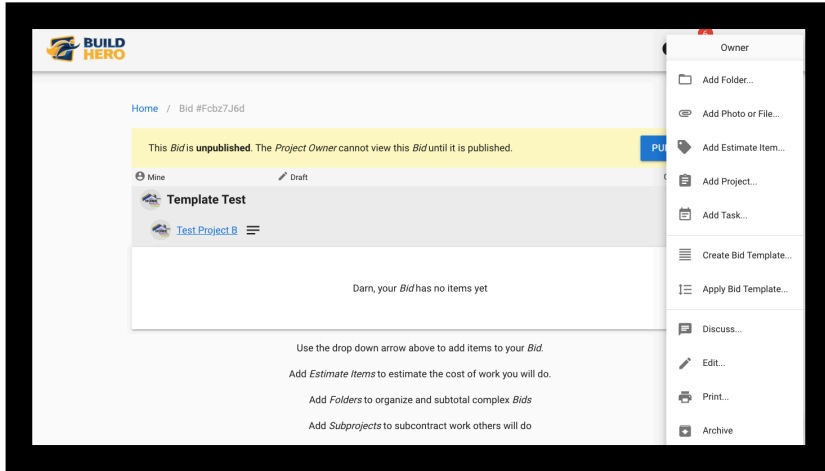


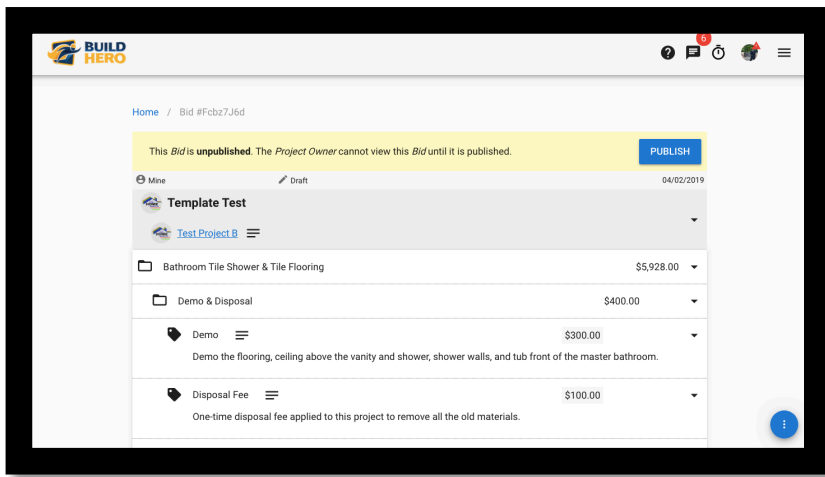
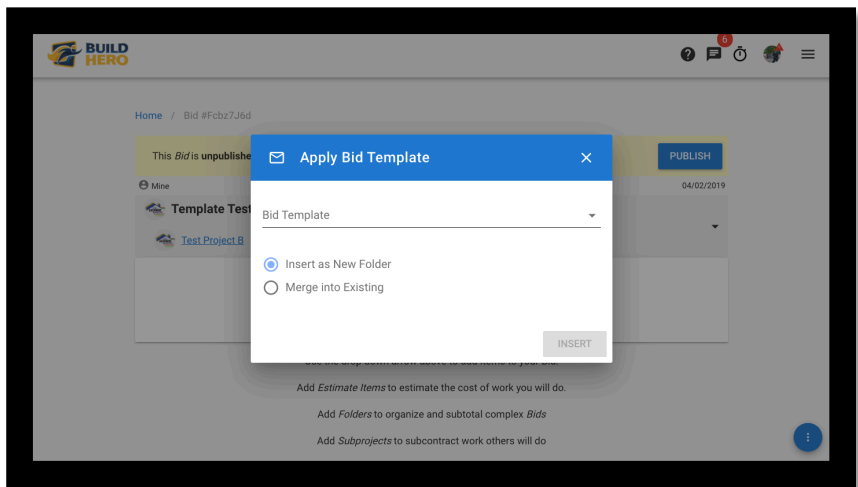
Apply A Template:



Templates (Applying):
Applying a new bid template is simple. Simply click the “Top Most” dropdown menu from the bid to display the bid’s menu options. Then click ***“Apply Bid Template”***

Templates (Applying):
After clicking the “Apply Bid Template” item, the Apply a Bid Template dialog box will appear.
Applying Templates:

- **Bid Template:** Select the bid template that you would like to use.
- **Insert as New Folder:** This will insert the bid template as a new folder into the bid.
- **Merge into Existing:** This will allow you to merge a template into a bid that has been started.



Templates (Applying):
Example of what a bid looks like after a template has been applied.



“Easier Remodel Projects”