

# SELF-SERVICE NETWORKING: CARRIER TENANT

## INVITING YOUR TEAM

Invites can be sent to Customers and Carriers that have been added to your tenant and who are assigned to **at least one shipment**. When you take a look at your Carriers and Customers, you'll notice a button next to their name to **CONNECT**.

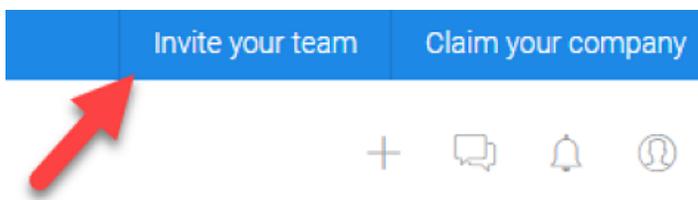
All added carriers and customers will have the invite button, however, if no shipments exist with that carrier or customer, it will be greyed out until a shipment has been created. (See screenshot at right.)

If you would like to invite a customer or carrier with a greyed out **CONNECT** button to connect, you'll first have to assign them to at least one shipment as the carrier or customer.

If at least one shipment exists with the customer or carrier, the button will appear blue, as shown in the screenshot at left.

When the button is blue, you'll be able to click to send them an invite.

Because you've been invited by one of your partners, you can now invite more people to join you or, if you're a site administrator, you can claim your tenant to realize full Turvo benefits and functionality.



At the top right of the page, you'll see a button that says **Invite Your Team**.

Click here to add additional members of your organization to your instance of Turvo (tenant). They will have the same ability that you do to take action in the site.

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## INVITING YOUR TEAM

Type in a valid email address and name for anyone you wish to invite and click the +Invite new user button to add multiple users at the same time. Once you've entered them all in, click **INVITE** at the bottom.

**Invite your team**

New users

1	<input type="text" value="janedoe@turvo.com"/>	<input type="text" value="Jane Doe"/>
2	<input type="text"/>	<input type="text"/>

[+ Invite new user](#)

Users

1	<input type="text" value="johndoe@turvo.com"/>	<input type="text" value="John Doe"/>
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Each user you've added with receive an invite via email and will have to accept the invitation and will follow the same directions outlined previously.