

How to Fix Addresses

1. Search Pickups Next 7 Days, then Filter by Confirmed
2. Open new tabs for all incomplete addresses (missing street number, incorrectly formatted or not capitalized).
3. Send emails from RideBits to get missing street numbers or address information if not already done. See email history on right side.
4. Do a Google Search of the address if other information is missing like city or zip code.
5. Gather missing street numbers or address information from emails.
6. If the address changed, recalculate the miles using the the spinney arrows at the top of the reservation.

Distance
29.00 miles 

7. If the miles increased, apply rates again. If the miles decreased, leave the price alone. Check for add-ons before you apply rates, or they will be deleted unless you add them again. Also make sure they don't get penalized for 48 hours or Busy if it wasn't on there before you reapply rates. You can manually delete them if necessary.
8. If the price increased, send an updated confirmation email and charge the difference.