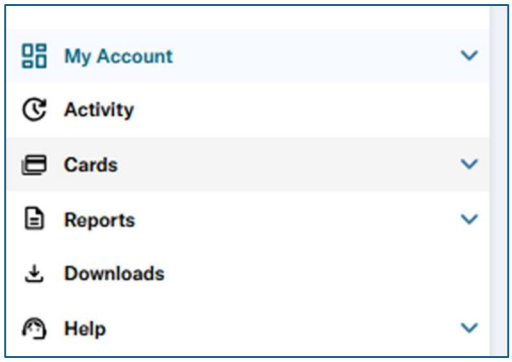
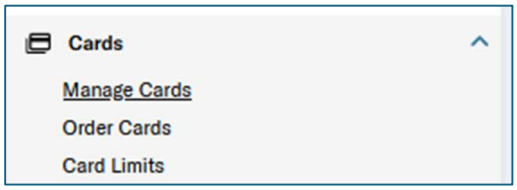
How to Change the Vehicle Number for a Card using the Driven Portal

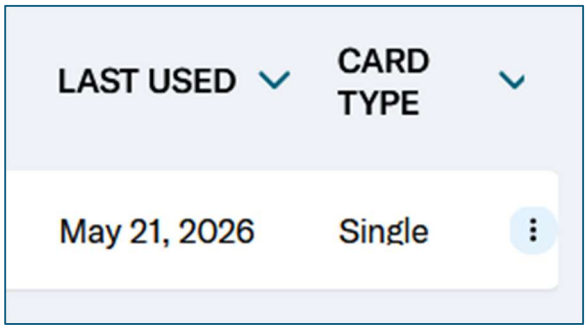
1. Log into the Driven Portal with your credentials.
2. In the left-hand menu, click on the Cards Dropdown Menu.



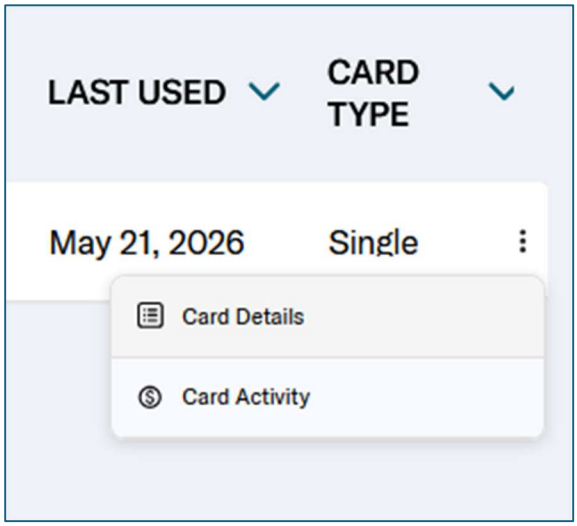
3. Click on Manage Cards.



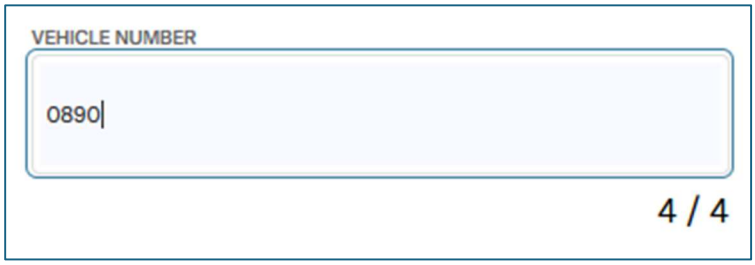
4. In the Manage Cards Screen, find the vehicle card or Single Card that you would like to change the Vehicle Number of. In the same row, look towards the rightmost edge to see three vertical dots. Click on those three dots.



5. On the dropdown menu that appears, select Card Details.

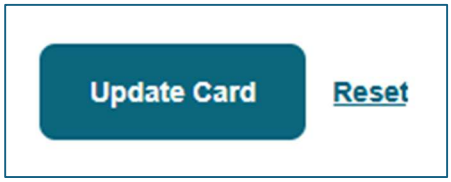


6. In the next screen, find the Card Settings section. Find the text box associated the Vehicle Number. The number currently entered in the text box is that card's vehicle number. Update the Vehicle Number as needed, up to four digits.

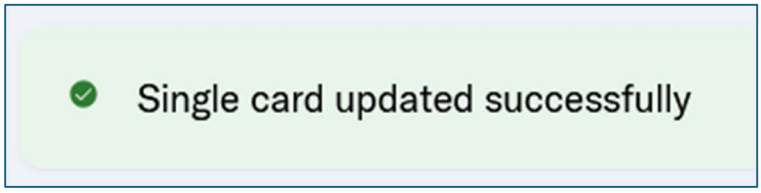




7. Once updated, scroll down and click on the “Update Card” Button on the bottom left-hand corner.



8. The screen will update to show a message sharing that the updated has been made successfully.



Please note that instructions and visual elements of the newly released DRIVEN portal may change over time to reflect updates on user experience.