

DCLL SERVICE SCHEDULER GUIDE

Full-Service Lease Customers



Updating an Inspection Date on myDCLI

If you performed an inspection independently, outside the DCLL Service Scheduler, or notice an incorrect inspection date, you must fill out the Update Records form on myDCLI to inform DCLI of the update. This allows DCLI to adjust its internal records. Follow the steps below to complete the form, and your updated information will appear in upcoming Full-Service Inspection Overview emails and on myDCLI.

1. Go to myDCLI.com/login or click the hyperlink at the bottom of the Past Due and Upcoming Inspections table on the DCLL Full-Service Inspection Overview email and sign in to myDCLI. You will receive a multi-factor authentication email containing a code to confirm your identity. It will be sent from: myDCLI (via Microsoft). <account-security-noreply@accountprotection.microsoft.com> Enter the code you receive in the field indicated and click Sign in.

APM#	ABCT-R-F-04-M	FMCSA	3/30/2026
MAEC593737	ABCT-R-F-04-M	FMCSA	3/30/2026
NEDZ401155	ABCT-R-F-04-M	FMCSA	3/30/2026
RLUP409141	ABCT-R-F-04-M	FMCSA	3/30/2026
APMZ411775	ABCT-R-F-04-M	FMCSA	4/29/2026

Need to correct a date or chassis number? Enter inspection date or updated chassis number in this form.

Need immediate roadside assistance or repair? Visit dcli.com/request-road-service to complete a request or call 704.709.2553.

If you have any questions about your Full-Service Lease, please contact your account manager or email customerservice@dcli.com.

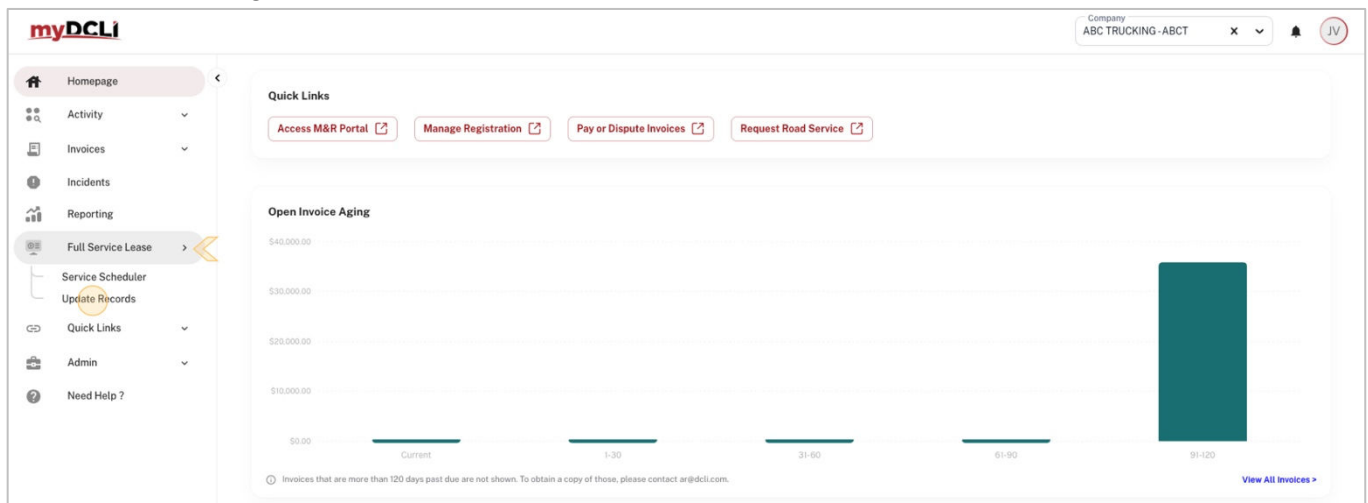
Need help completing the forms? Check out our [How-To-Guides](#), for step-by-step instructions.

myDCLI
Sign in to access myDCLI
ed.mctow@abct.com
No account? Create one
Next

myDCLI
Enter code
We just sent a code to your email address
Enter code
Sign in

NOTE: If you want to save your credentials for a quicker login process, you can select to do that on the following "Stay signed in?" screen.

2. In the left-hand navigation, click Full-Service Lease then Update Records.



3. Choose Inspection Date in the dropdown to define the type of record you are updating.

Homepage • Full Service Lease • Update Records

Update Records

Please submit this form to update inspection date or chassis number. If you are updating more than one inspection date, please submit a separate form for each date.

What are you updating?

Select an option

- Inspection Date
- Chassis Number

4. Once selected, your name, email, and company name will be prefilled in the form. If you are an FSL manager for multiple companies, you will be able to toggle between the companies by selecting from the drop down in the Company Name box.

Contact Information

Full Name
Ed McTow

Email
ed.mctow@abct.com

Company Name
ABCTRUCKING - ABCT

5. Choose the inspection type that was performed: FMCSA or BIT (California Only).

Inspection Details

Inspection Type
FMCSA

Inspection Date

Select inspection type

- FMCSA
- BIT

6. Choose the date the inspection was completed.

Inspection Details

Inspection Type
FMCSA

Inspection Date
03/04/2026

Chassis Number
E.G., DCL1123456

+ Add Chassis

Submit

March 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

7. Enter the 10-character Chassis Number as listed on the Full-Service Inspection Overview email. If multiple chassis received the same inspection on the same date, you can add additional chassis to the request by clicking the “Add Chassis” button and entering the additional chassis number.

The image shows two versions of the 'Inspection Details' form. The left version has fields for 'Inspection Type' (FMCSA), 'Inspection Date' (03/04/2026), and 'Chassis Number' (ABCT123456), with an 'Add Chassis' button below. The right version has the same fields but includes a second 'Chassis Number' field (ABCT987654) and a red square icon next to it, with the 'Add Chassis' button highlighted in orange.

8. Once complete, select “Submit.”

The 'Update Records' form contains a dropdown menu for 'What are you updating?' set to 'Inspection Date'. Below is the 'Contact Information' section with fields for 'Full Name' (Ed McTow), 'Email' (ed.mctow@abct.com), and 'Company Name' (ABC TRUCKING - ABCT). The 'Inspection Details' section includes 'Inspection Type' (FMCSA), 'Inspection Date' (03/04/2026), and 'Chassis Number' (ABCT123456). A red 'Submit' button is located at the bottom center.

9. A confirmation notification will appear and the form will reset. Your information will be submitted, and your updated information will be reflected on future Full-Service Inspection Overview emails. Repeat this process as needed.

The notification box is white with rounded corners and a shadow. It contains a green checkmark icon on the left, followed by the text 'Successfully Submitted Inspection Record Update'. A close button (X) is in the top right corner.

DCLL SERVICE SCHEDULER GUIDE

Full-Service Lease Customers



Updating a Chassis Number on myDCLI

If you have modified the 10-digit chassis number on any Full-Service Lease chassis or notice a discrepancy between what is listed in the Full-Service Inspection Overview email and what is physically on the chassis, you must fill out the Update Records form on myDCLI to inform DCLI of the update. This allows DCLI to adjust its internal records. **Please be aware that requests after the 23rd of each month may experience delays due to billing procedures.** Follow the steps below to complete the form, and your updated information will appear in upcoming Full-Service Inspection Overview emails and on myDCLI.

IMPORTANT NOTE: You only need to fill out this form if you have added a four-character alpha code or changed your chassis number. If your chassis has only a six-digit number with no alpha code and the six numbers match what is shown on the Full-Service Inspection Overview email, you do not need to complete this form.

1. Go to myDCLI.com/login or click the hyperlink at the bottom of the Past Due and Upcoming Inspections table on the DCLL Full-Service Inspection Overview email and sign in to myDCLI. You will receive a multi-factor authentication email containing a code to confirm your identity. It will be sent from: myDCLI (via Microsoft). <account-security-noreply@accountprotection.microsoft.com> Enter the code you receive in the field indicated and click Sign in.

Need to correct a date or chassis number? Enter inspection date or updated chassis number in this form.

APR0422249	ABCT-R-F-04-M	FMCSA	3/30/2026
MAEC593737	ABCT-R-F-04-M	FMCSA	3/30/2026
NED2401155	ABCT-R-F-04-M	FMCSA	3/30/2026
RLUP409141	ABCT-R-F-04-M	FMCSA	3/30/2026
APMZ411775	ABCT-R-F-04-M	FMCSA	4/29/2026

Need immediate roadside assistance or repair? Visit dcli.com/request-road-service to complete a request or call (704) 709-2553.

If you have any questions about your Full-Service Lease, please contact your account manager or email customerservice@dcli.com.

Need help completing the forms? Check out our [How-To Guides](#), for step-by-step instructions.

myDCLI
Sign in
Sign in to access myDCLI
ed.mctow@abct.com
No account? Create one
Next

myDCLI
Enter code
We just sent a code to your email address
Enter code
Sign in

NOTE: If you want to save your credentials for a quicker login process, you can select to do that on the following "Stay signed in?" screen.

2. In the left-hand navigation, click Full-Service Lease then Update Records.



3. Choose Chassis Number in the dropdown to define the type of record you are updating.

Homepage » Full Service Lease » Update Records

Update Records

Please submit this form to update inspection date or chassis number. If you are updating more than one inspection date, please submit a separate form for each date.

What are you updating?

Select an option

- Inspection Date
- Chassis Number**

4. Once selected, your name, email, and company name will be prefilled in the form. If you are an FSL manager for multiple companies, you will be able to toggle between the companies by selecting from the drop down in the Company Name box.

Contact Information

Full Name
Ed McTow

Email
ed.mctow@abct.com

Company Name
ABC TRUCKING - ABCT

5. Enter the original chassis number into the Old Chassis Number text box (i.e., what is currently listed in the Full-Service Inspection Overview emails and myDCLI), and enter in the correct chassis number into the New Chassis Number text box (i.e., what is currently listed on the chassis). You can add additional chassis to the request by clicking the Add Chassis button and entering the additional old and new chassis numbers.

Chassis

Old Chassis Number: AMPZ411775

New Chassis Number: ABCT411775

+ Add Chassis

Chassis 2

Old Chassis Number: RLUP409141

New Chassis Number: ABCT409141

+ Add Chassis

6. Once complete, select Submit.

Update Records

Please submit this form to update inspection date or chassis number. If you are updating more than one inspection date, please submit a separate form for each date.

What are you updating?
Chassis Number

Contact Information

Full Name
Ed McTow

Email
ed.mctow@abct.com

Company Name
ABC TRUCKING - ABCT

Chassis

Old Chassis Number
AMPZ411775

New Chassis Number
ABCT411775

Chassis 2

Old Chassis Number
RLUP409141

New Chassis Number
ABCT409141

+ Add Chassis

Submit

7. A confirmation notification will appear and the form will reset. Your information will be submitted, and your updated information will be reflected in future Full-Service Inspection Overview emails. If a request was submitted after the 23rd of the month, the update may not appear in the next Full-Service Inspection Overview email but will be accurately reflected in future emails.

