

myDCLI FULL-SERVICE LEASE MANAGEMENT GUIDE



Requesting Inspection Service on myDCLI

1. Go to myDCLI.com/login or click Schedule Now on the DCLI 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.

DCLI
DIRECT CHASSISLINK LEASING

Ed Mctow:
Thank you for being a Direct ChassisLink Leasing (DCLI) full-service lease customer. Below is a summary of the DCLI full-service lease contracts in place for ABC TRUCKING - ABCT, along with a list of chassis that are eligible for annual or quarterly inspections.

Schedule Maintenance

Inspections and maintenance services are included in your lease. Please review the table below and **schedule** any work you would like to have completed.

Schedule Now

Fleet Pool Contract	Lease Start Date	On-Hire Location	Total Chassis
ABCT-R-F-04-M	04/14/2025	Los Angeles, CA	125

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. From the Homepage, click Full-Service Lease in the left-hand navigation, then **Chassis Dashboard (blue)** or **Schedule Inspections (green)**.

myDCLI

Company: ABC TRUCKING - ABCT

Navigation: Homepage, Activity, Invoices, Incidents, Reporting, Full-Service Lease, Chassis Dashboard, Schedule Inspections, Request Road Service, Update Chassis Records, Quick Links, Admin, Need Help?

Quick Links: Access M&R Portal, Manage Registration, Pay or Dispute Invoices, Request Road Service

Open Invoice Aging:

\$5.00
\$4.00
\$3.00
\$2.00
\$1.00
\$0.00

0 1 2 3 4 5 6 7 8 9 10

Past due invoices prior to 2025 are not shown. To obtain a copy of those, please contact ar@dcli.com. [View All Invoices](#)

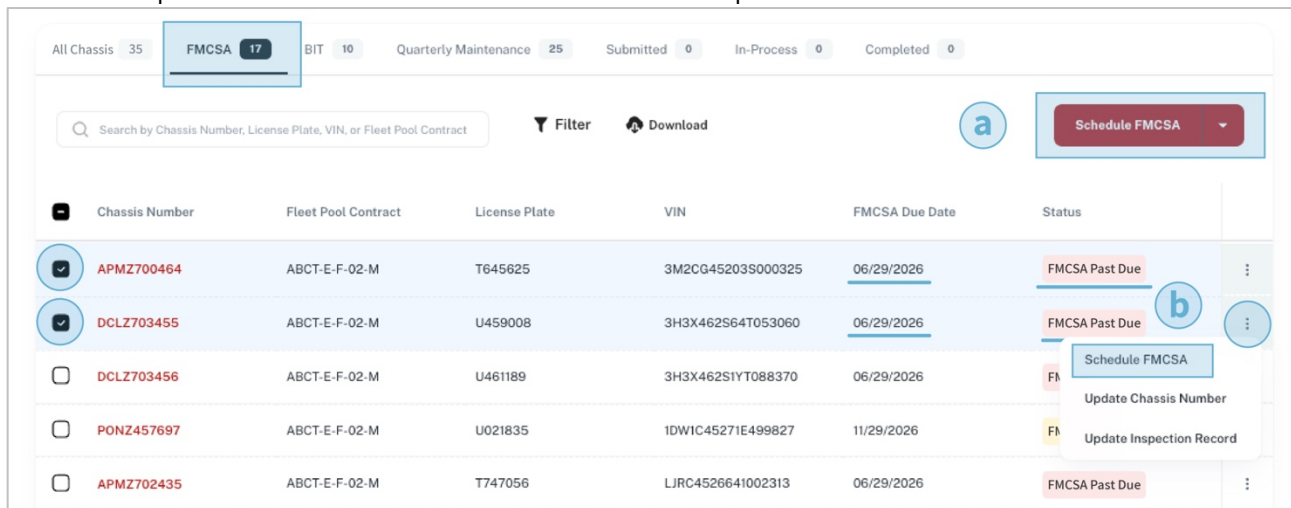
Dispute Dashboard

Displays your trends of disputes over time.

Cases Submitted **Billable Days** **Amount Disputed** **Amount Credited**

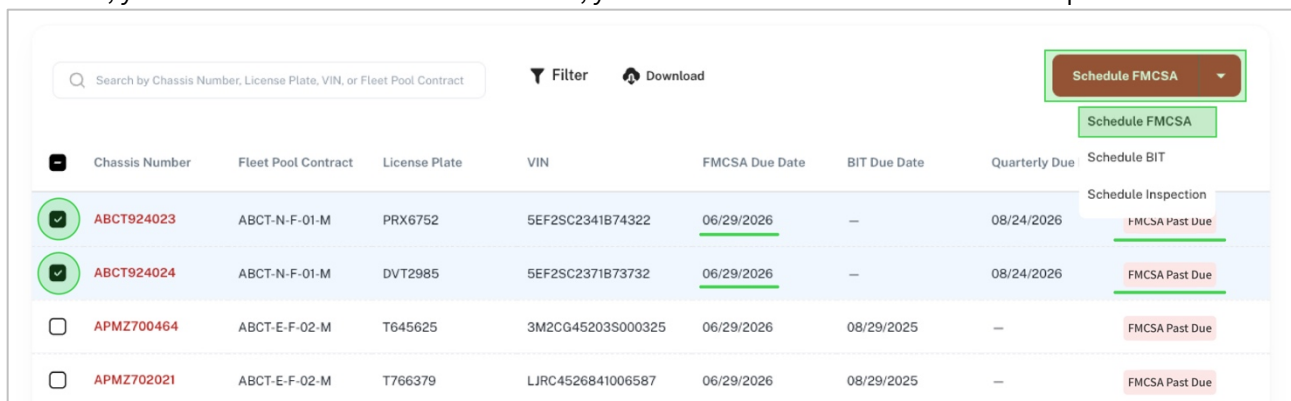
Current Year Previous Year No Cases Submitted recorded in previous year

3. **From the Chassis Dashboard (blue):** Select the tab that corresponds with the inspection you are looking to schedule. Select one or multiple chassis from the dashboard by clicking the checkbox next to the chassis number. You can use the search, sort, and filter features to find chassis. Only chassis with a Past Due or Upcoming status are eligible for inspection. If you are scheduling service for multiple chassis, please ensure they are all **at the same location** and are **available to receive the same service on the same day**. Once selected, you can (a) click the Schedule button at the top of the dashboard or (b) click the three dots next to the inspection status and then schedule inspection. You will be directed to the Schedule Inspections form.



Chassis Number	Fleet Pool Contract	License Plate	VIN	FMCSA Due Date	Status
☒ APMZ700464	ABCT-E-F-02-M	T645625	3M2CG45203S000325	06/29/2026	FMCSA Past Due
☒ DCLZ703455	ABCT-E-F-02-M	U459008	3H3X462S64T053060	06/29/2026	FMCSA Past Due
☐ DCLZ703456	ABCT-E-F-02-M	U461189	3H3X462SIYT088370	06/29/2026	FMCSA Past Due
☐ PONZ457697	ABCT-E-F-02-M	U021835	1DW1C45271E499827	11/29/2026	FMCSA Past Due
☐ APMZ702435	ABCT-E-F-02-M	T747056	LJRC4526641002313	06/29/2026	FMCSA Past Due

4. **From the Schedule Inspection Page (green):** Select one or multiple chassis from the dashboard by clicking the checkbox next to the chassis number. You can use the search, sort, and filter features to find chassis. Only chassis with a Past Due or Upcoming status are eligible for inspection. If you are scheduling service for multiple chassis, please ensure they are all **at the same location** and are **available to receive the same service on the same day**. Once selected, go to the Schedule button at the top of the dashboard. Click the dropdown and select the inspection service you are looking to schedule. If the chassis you selected are not eligible for the inspection service you selected, your selection will be reset. Otherwise, you will be directed to the Schedule Inspections form.



Chassis Number	Fleet Pool Contract	License Plate	VIN	FMCSA Due Date	BIT Due Date	Quarterly Due	Schedule BIT
☒ ABCT924023	ABCT-N-F-01-M	PRX6752	5EF2SC2341B74322	06/29/2026	—	08/24/2026	FMCSA Past Due
☒ ABCT924024	ABCT-N-F-01-M	DVT2985	5EF2SC2371B73732	06/29/2026	—	08/24/2026	FMCSA Past Due
☐ APMZ700464	ABCT-E-F-02-M	T645625	3M2CG45203S000325	06/29/2026	08/29/2025	—	FMCSA Past Due
☐ APMZ702021	ABCT-E-F-02-M	T766379	LJRC4526841006587	06/29/2026	08/29/2025	—	FMCSA Past Due

5. The DCLL Service Scheduler allows you to schedule service for one or multiple chassis at a time. If you are scheduling service for multiple chassis, please ensure they are all **at the same location** and are **receiving the same service on the same day**. Once submitted, a mobile mechanic will be dispatched to to your specified location on the day you select.

6. Complete the Chassis Information box for each chassis. If there are any known issues with the chassis, please select Yes and describe the issue in the text box. Select whether the chassis is bare or mounted with a container. If the chassis is mounted with a container, please designate if the box is loaded or empty, if there is Hazmat in the container, the container number (if known), and the container weight (if known).

Chassis Information - ABCT924023

Chassis Number

ABCT924023

Fleet Pool Contract

ABCT-N-F-01-M

Are there any known issues with the chassis?

☒ Yes ☐ No

Describe the issue

The left mudflap is loose.

Bare or Mounted?

☐ Bare ☒ Mounted

Is the container loaded or empty?

☒ Loaded ☐ Empty

Is there Hazmat in the container?

☐ Yes ☒ No

Container Number (if known)

WXYZ123456

Container Weight (if known)

42000

lbs

Tire Size

11R22.5

The value is pre-filled from our system. If it's incorrect select the correct size.

Additional Notes (Optional)

Enter any additional notes

7. Select the tire size for the chassis. Please note that the tire size has been pre-filled with the information we currently have in our system. If this is incorrect, please select the correct size from the dropdown. You also have the option to write any additional notes for the vendor.

Tire Size

11R22.5

11R22.5

10.00 x 20

295/75R22.5

255/70R22.5

11 x 22.5

275/80R22.5

275/70R22.5

8. Once completed, click Continue.

Chassis Information - ABCT924023

Chassis Number
ABCT924023

Fleet Pool Contract
ABCT-N-F-01-M

Are there any known issues with the chassis?
☒ Yes ☐ No

Describe the issue
The left mudflap is loose.

Bare or Mounted?
☐ Bare ☒ Mounted

Is the container loaded or empty?
☒ Loaded ☐ Empty

Is there Hazmat in the container?
☐ Yes ☒ No

Container Number (if known)
WXYZ123456

Container Weight (if known)
42000 lbs

Tire Size
11R22.5

The value is pre-filled from our system. If it's incorrect select the correct size.

Additional Notes (Optional)
Enter any additional notes

[Back](#) [Continue](#)

9. Complete the Contact Information section. If you are the main point of contact for the service, select FSL Manager. Your information will automatically populate in the contact fields. If someone other than you should be the main point of contact for the service you are scheduling, select Other Contact and input their information.

Contact Information

☒ FSL Maintenance Contact ☐ Other Contact

Full Name
Ed McTow

Email
ed.mctow@abct.com

Phone Number
704 555 9876

Company
ABC TRUCKING - ABCT

Contact Information

☐ FSL Maintenance Contact ☒ Other Contact

Full Name
Miles Kingpin

Email
miles.kingpin@abct.com

Phone Number
704 555 1234

Company
ABC TRUCKING - ABCT

10. Complete Service Information section. The inspection type that you previously selected will be listed in the Inspection Type box. Select the date on which you would like the service performed. You can request as early as the same day, and up to 60 days in the future.

Service Information

Inspection Type
Annual FMCSA (also covers Quarterly and...

Request Service Date
08/28/2026

Service Location
Enter the location where the mechanic should come

A mechanic will come to the location you enter. To drop off your ch...

City
City

State
State

[Back](#) [Continue](#)

August 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					

11. Enter the address where you would like the service to take place. A mobile mechanic will be dispatched to the location you enter. If you would prefer to drop your chassis off at a vendor's location, please exit the form and contact TermLeaseOperations@dcli.com. As you type, location recommendations will populate. Once all information is entered, click continue. Please note that if multiple chassis are selected, they will be scheduled for the same type of inspection, at the same location, on the designated date.

Service Information

Inspection Type: Annual FMCSA (also covers Quarterly and...)

Request Service Date: 08/28/2026

Service Location: 3525 Whitehall park drive

3525 Whitehall Park Drive Charlotte, NC, USA

City: State: Postal Code:

Service Information

Inspection Type: Annual FMCSA (also covers Quarterly and...)

Request Service Date: 08/28/2026

Service Location: 3525 Whitehall Park Drive

A mechanic will come to the location you enter. To drop off your chassis at a vendor's location, contact termleaseops@dcli.com

City: Charlotte State: NC Postal Code: 28273

Back Continue

12. Review the information on the screen. If any information is incorrect, please select Back and correct the information. If the information is correct, click Submit.

Schedule Inspections

Schedule inspections for one or more chassis below. Once submitted, a mobile mechanic will be dispatched to your requested location on your requested date via RapidLink Repairs. If scheduling multiple chassis, they must be at the same location and available on the same day. For chassis at different locations or available on different days, submit separate inspection service requests for each location or date.

Chassis Services Confirmation

Contact Information

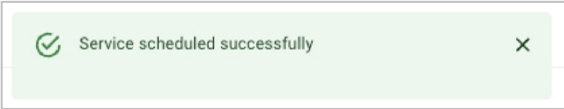
Full Name: Miles Kingpin
Phone Number: +1 704 555 1234
Email: miles.kingpin@abct.com
Company Name: ABC TRUCKING - ABCT

Service Request Information

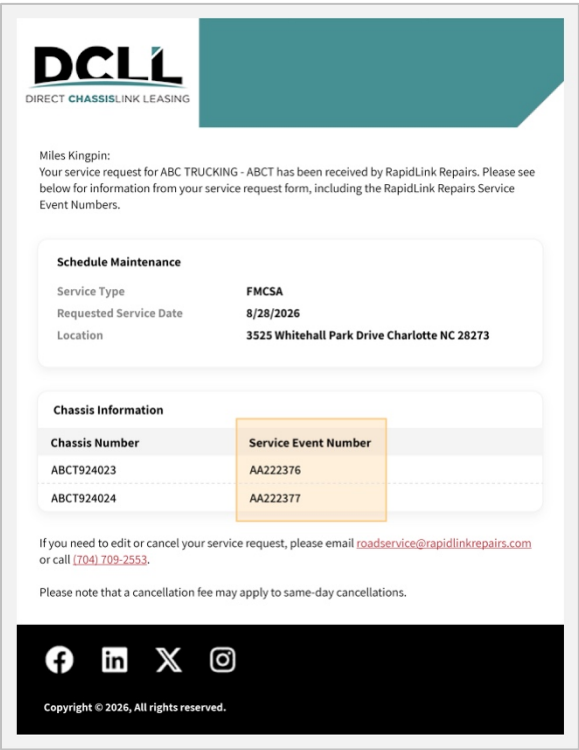
Service Type: FMCSA
Requested Service Date: 8/28/2026
Service Location: 3525 Whitehall Park Drive, Charlotte, NC, 28273
Chassis List: ABCT924023
ABCT924024

Back Submit

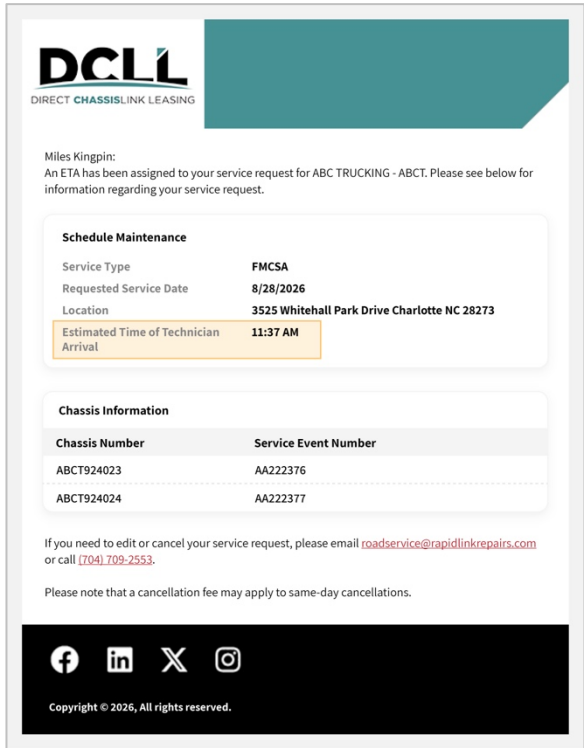
13. Once submitted, you will see a confirmation notification appear at the top of the screen.



14. You will receive an email from roadservice@rapidlinkrepairs.com with the subject line “Your FSL Service Request Has Been Received by RapidLink Repairs” alerting you that your service request has been received by RapidLink Repairs, including a Service Event Number per chassis scheduled. If you need to cancel or edit your service request, or have any questions, please contact roadservice@rapidlinkrepairs.com or call (704) 709-2553. You will need to reference your Service Event Number(s). Please note that a cancellation fee may apply to same-day cancellations.



15. Once a vendor has been assigned to your service request, you will receive another email from roadservice@rapidlinkrepairs.com with the subject line “An ETA Has Been Assigned to Your FSL Service Request.” This email will include the Estimated Time of the Technician’s Arrival. Please ensure that the chassis will be in the noted location at the scheduled day and time.



16. At the end of the day of service, you will receive a status update email from roadservice@rapidlinkrepairs.com with the subject line **“An Update to Your FSL Service Request”**. A chassis with a Completed status means that the service was completed. A chassis with an In Process status means that the chassis has not yet been serviced, and the technician will return the next day to complete the inspection. You will continue to receive a status update email until all chassis in your service request show a Completed status. Once the vendor uploads the inspection paperwork, your inspection dates will be updated on myDCLI and in future Full-Service Inspection Overview emails. If any damage was repaired during the inspection, you may receive a damage rebill from DCLI.

In-Process Service Request



Miles Kingpin:
Please see below for a status update regarding your FSL service request. **The vendor will return tomorrow to complete your service request.**

Schedule Maintenance

Service Type	FMCSA
Location	3525 Whitehall Park Drive Charlotte NC 28273

Chassis information

Chassis Number	Service Event Number	Status
ABCT924023	AA222376	Completed
ABCT924024	AA222377	In Process

If you need to edit or cancel your service request, please email roadservice@rapidlinkrepairs.com or call (704) 709-2553.

Please note that a cancellation fee may apply to same-day cancellations.



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Complete Service Request



Miles Kingpin:
Your service request for ABC TRUCKING - ABCT is complete. Please see below for information regarding your service request.

Schedule Maintenance

Service Type	FMCSA
Location	3525 Whitehall Park Drive Charlotte NC 28273

Chassis information

Chassis Number	Service Event Number	Status
ABCT924023	AA222376	Completed
ABCT924024	AA222377	Completed

If you need to edit or cancel your service request, please email roadservice@rapidlinkrepairs.com or call (704) 709-2553.

Please note that a cancellation fee may apply to same-day cancellations.



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17. Your inspection requests will also populate on the Chassis Dashboard, under the Submitted, In Process, and Completed tabs, accordingly:

Submitted Tab & Status:

The inspection request has been submitted, and a Service Event number has been assigned to each chassis.

All Chassis	65	FMCSA	63	BIT	0	Quarterly Maintenance	65	Submitted	0	In-Process	2	Completed	0
Search by Chassis Number, License Plate, VIN, or Fleet Pool Contract													
Filter Download													
Chassis Number	Fleet Pool Contract	License Plate	VIN	Service Date	Service Event	Service Location	Service Type	Service Status					
ABCT924023	ABCT-N-F-01-M	DVT2985	5EF2SC2371B73732	08/28/2026	AA222376	3525 Whitehall Pa...	FMCSA	Submitted					
ABCT924024	ABCT-N-F-01-M	PRX6752	5EF2SC2341B74322	08/28/2026	AA222377	3525 Whitehall Pa...	FMCSA	Submitted					
Rows per page: 10 1-2 of 2 < >													

In Process Tab & Status

A mobile mechanic has been dispatched to service the chassis.

All Chassis65FMCSA63BIT0Quarterly Maintenance65Submitted2In-Process0Completed0

Q

Search by Chassis Number, License Plate, VIN, or Fleet Pool Contract

▼

Filter

📄

Download

Chassis Number	Fleet Pool Contract	License Plate	VIN	Service Date	Service Event	Service Location	Service Type	Service Status
ABCT924023	ABCT-N-F-01-M	DVT2985	5EF2SC2371B73732	08/28/2026	AA222376	3525 Whitehall Pa...	FMCSA	In Process
ABCT924024	ABCT-N-F-01-M	PRX6752	5EF2SC2341B74322	08/28/2026	AA222377	3525 Whitehall Pa...	FMCSA	In Process

Rows per page: 10

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Completed Tab & Status

The inspection request has been completed.

All Chassis65

FMCSA63

BIT0

Quarterly Maintenance65

Submitted0

In-Process0

Completed2

Q

Search by Chassis Number, License Plate, VIN, or Fleet Pool Contract

▼

Filter

📄

Download

Chassis Number	Fleet Pool Contract	License Plate	VIN	Service Date	Service Event	Service Location	Service Type	Service Status
ABCT924023	ABCT-N-F-01-M	DVT2985	5EF2SC2371B73732	08/28/2026	AA222376	3525 Whitehall Pa...	FMCSA	Completed
ABCT924024	ABCT-N-F-01-M	PRX6752	5EF2SC2341B74322	08/28/2026	AA222377	3525 Whitehall Pa...	FMCSA	Completed

Rows per page:10

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