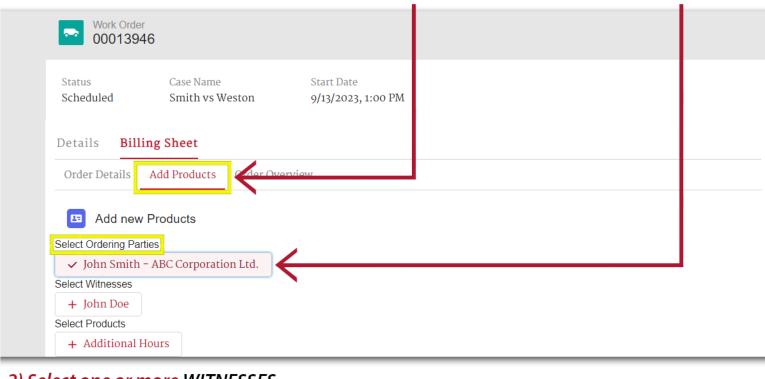


## Huseby Resource Portal: No Show, Late Cancellation

1) Under the BILLING SHEET tab, click ADD PRODUCTS tab, then select the ORDERING PARTY:



2) Select one or more WITNESSES.



3) Within the Select Products options, choose NO SHOW / CANCELLATION.



4) Scroll to the bottom of the products list and click ADD PRODUCTS button to save.

