GearDown™ Detailer PRO: quick start

Your first job, from quote to a completed, paid work order

The fastest way to see what GearDown does is to run one real job through it. The **Your first job** checklist on the home screen follows along and ticks off each step as you do it. Tap **Show me how** on the checklist to come back here, or **Hide this** when you no longer need it.

1. **Add your business name and logo.** Under **MENU**, **Business and documents**. They print on every quote, work order and signed copy.
2. **Create the quote.** Tap **New Quote**. Enter the customer and the aircraft, and tap **Look up N-number (FAA)** to fill in the make and model. Tap **Exterior** or **Interior**, tick the jobs and tap **Add to quote**, then enter the prices. Or tap **Apply a service package**.
3. **Send it to the customer.** Tap **Send to the customer for signature** and send the link by text or email. The customer reviews the quote and signs on their own phone, with no app and no account.
4. **The customer approves.** The signed copy comes back to the quote by itself, and your phone notifies you. If they approved on paper or by email instead, use **Import approval from email (PDF)** on the home screen.
5. **Turn it into a work order.** Open the approved quote and tap **Create work order**. The customer, aircraft and services carry over.
6. **Do the work.** Take before photos, work through each section of the work order, then take after photos. Everything saves as you go. If others work with you, assign the job to them (see Crew).
7. **Sign off the job.** Finish **Final checks**, then **Sign-offs**: you sign, and the customer signs on your phone or online with **Send to the customer for signature**.
8. **Get paid.** Send a card payment link with **Send payment link**, or record cash or a check with **Mark paid**.

The work order moves to **Complete** on the home screen, with the signed PDF saved to it. That’s a whole job, from quote to paid.