

## Request to add colorway

You can add a request to add a colorway. The style name is copied and cannot be updated. To do so, follow these steps:

1. Right-click the article you want then select “Request to add colorway” or click **Request to add colorway** from the lower part of the window, the following window appears:

The screenshot shows a mobile application interface with a sidebar menu on the left and a 'Request To Add Colorway' form on the right. The sidebar menu includes options like 'Default', 'Accessories', 'Adult Unisex', 'Basketball', 'Boys', 'Field Hockey', 'Girls', 'Mens', 'Unisex', and 'Womens'. The form is titled 'Request To Add Colorway' and contains several fields with red error messages indicating required information. The fields and their values are: MSRP (0.0000, MSRP is required), CUSTOMER (Select, Customer is required), STYLE NAME (ABCD-4.15), DIVISION (Accessories, Division is required), MERCH DEPARTMENT (Select, Merch Department is required), MERCH CLASS (Select, Merch Class is required), MERCH SUB-CLASS (Select, Merch Sub-Class is required), UNITS (Units required), COMMENTS (Comments is required), GENDER (Select, Gender is required), TECH PLATFORM (Select, Tech Platform is required), MERCH MOMENTS (Select, Merch Moments is required), SIGNATURE COLLECTION (Select, Signature Collection is required), and SUB-CATEGORY (END USE) (Select, Sub-Category (End Use) is required). At the bottom of the form, there are three buttons: 'CANCEL', 'SAVE AS DRAFT', and 'SAVE'.

2. Enter the request attributes,
3. Add attachments, if you want,
4. Select whether you want to save the request as a draft or as a new request by clicking the respective button.

The request thumbnail appears as shown in the below example:



Requests can then be approved or rejected.

**Note:**

- If the catalog is configured to copy the article price, the price of the original article is copied into a configured request attribute (MSRP) and the value cannot be updated.