



Vehicles close — one-page flow



	1 · ID	2 · LIST / BROWSE	3 · POKE + PARK	4 · VIEW	5 · TAP	6 · DP + DOS	7 · HPG CLEARANCE	8 · PAY + OUT
BUYER	Create account. Valid ID (photo or Drive).	Browse free. Price, make, model. No owner number.	Book 30-min slot. Mon–Fri 8:30–4:30. Break 12–1. 5 pokes/day. Wait for email.	Viewing is free. Same ID. As-is. Optional test drive ₱500. Mechanic may come.	After viewed only. 3 taps. No chat.	First cash DP at the desk. Sign closed DoS. May require NAC before DP.	Wait. No call yet.	Pay remaining in 3–5 days of the call. Take unit + papers. LTO referral after purchase.
ADMIN	Stamp id_verified. /admin/verification	Matching card. LIST or not. Set ODO offer inside the band. Publish.	Collect parking if staying past 2 weeks (or weekly now). Admit + originals ≥ 1 day before. Stamp view_scheduled. Email buyer.	Host at Tandoc. Viewing ack. If they drive: IDs + ₱500 + handoff. Stamp viewed.	Do not invent a price. Below floor: inform seller.	One dp_paid only. Then dos_signed. Seller ₱1,500 notary.	Stamp clearance. If none: refund DP. Do not call.	Call (email). Take balance. Pay seller same day. Then docs. Refer LTO — do not file.
SELLER	Create account. Switch to Seller. Same ID.	List free. Floor + ceiling private. OR/CR + name. Complete photos once.	Sees poke count only. Drop unit a day before. 2 weeks free if a slot is open. Sign admission.	Need not attend. Retrieval voids the slot.	Inbox: Agree or Not. Third Not blocks that buyer.	Sign same deed (buyer name filled). Pay ₱1,500 notary.	HPG Motor Vehicle Clearance in 1–2 days. Miss it → deal fails on them. DP refunded.	Paid same day. Net = price – facilitation. Before docs leave.
SIGN	No form. ID in.	ODO-V-01 seller · ODO-V-02 buyer	ODO-V-03 admit · ODO-V-04 if retrieve	ODO-V-05 view · ODO-V-06 if drive	App only. Agree / Not.	ODO-V-07 DP · ODO-V-08 DoS. Not escrow.	ODO-V-09 checklist + signed DoS to HPG	ODO-V-10 pay · ODO-V-11 handover · ODO-V-12 LTO after

If seller misses HPG
No full-pay call. Refund DP. No extra fee. Stamp seller_no_clearance.

If buyer walks after the call
Clearance is on file. DP forfeited to ODO. Stamp buyer_no_pay.

Do not
Second DP. Buyer viewing fee. Exchange numbers. File at LTO. Release docs before seller is paid.