Changing the Owner on an NJUNS Ticket

1. To change the Pole Owner on the ticket, Click the Parties tab.

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Details Poles/Assets	Associations	Parties	
🗅 Create 🕜 Edit	x Delete	Excel	
Order	Туре	Me	200

2. Highlight the row for the Owner and click the Edit icon.

etails Poles/Assets	Associations Parties					
🗅 Create 🥒 Edit 🗶 Delete 🔀 Excel						
Order	Туре	Member				
1	Creator	UPC				
1	Owner	UPC2				
2	Step	UPC3				
1	Step	UPC4				

3. Type the new owner code in the Member field and press Enter. (if the new code is unknown, clicking the three dots will pull up the member code selector)

Click Apply Changes.

Party ed	litor					×
🖹 App	ly Changes	🖉 Cancel	O History			
^ Head	ler					
Order	1					
Туре	Owner				×	٠
Memb <mark>er</mark>	UPC2			***	×	*
Company	NJUNS Inc					