


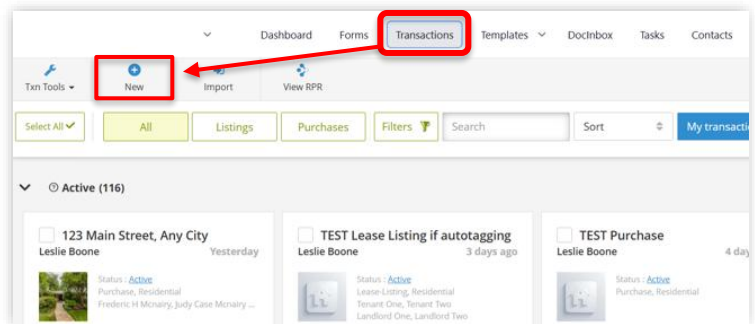
# zipForm® Plus: Create a new Transaction in zipForm or Transact

The new Transact platform launched on October 1, 2025 and runs alongside the zipForm platform. You now have the option to create a new transaction in zipForm or in Transact. Follow the steps in this guide to learn how to create a new transaction in both platforms.

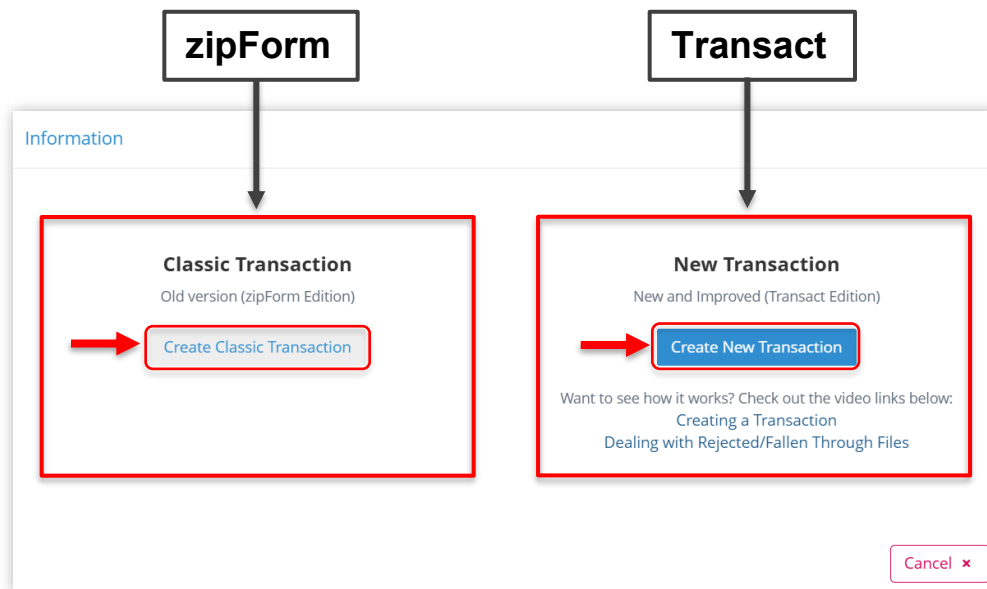
## Create a new transaction in zipForm

1. In your zipForm account through [car.org](https://car.org), click the **Transactions** tab at the top of the page.

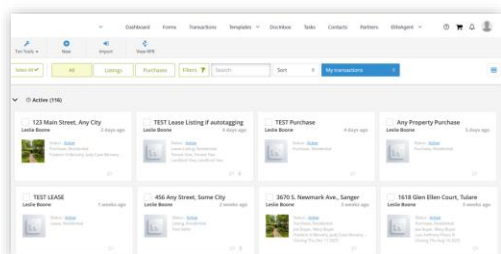
2. Click  at the top left to create a new transaction.



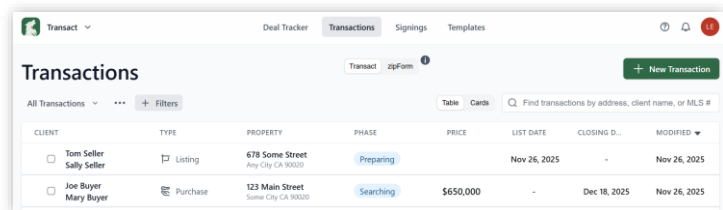
3. On the popup window, select the platform where you'd like to create your new transaction:



Click  to create a new transaction in **zipForm**.



Click  to create a new transaction in **Transact**.



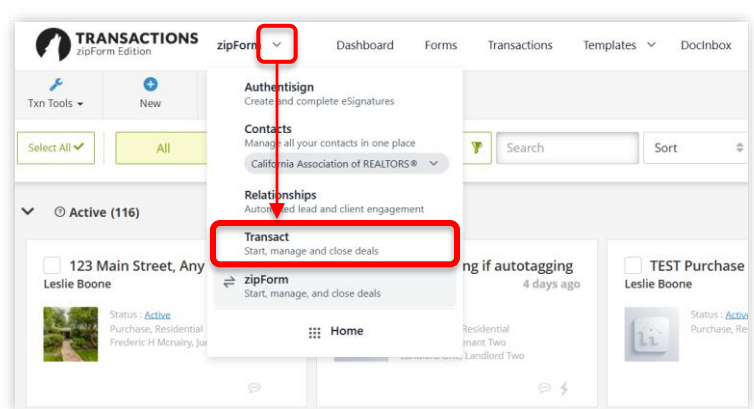
CLIENT	TYPE	PROPERTY	PHASE	PRICE	LIST DATE	CLOSING D...	MODIFIED
Tom Seller Sally Seller	Listing	678 Some Street Any City CA 90200	Preparing		Nov 26, 2025	-	Nov 26, 2025
Joe Buyer Mary Buyer	Purchase	123 Main Street Some City CA 90200	Searching	\$650,000		Dec 18, 2025	Nov 26, 2025

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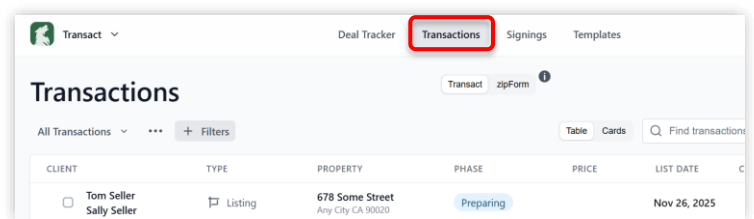
## Toggle between zipForm and Transact

### zipForm → Transact

1. In **zipForm**, click the dropdown arrow at the top left of the page and wait for the full menu to load.
2. Select **Transact** towards the bottom of the menu.

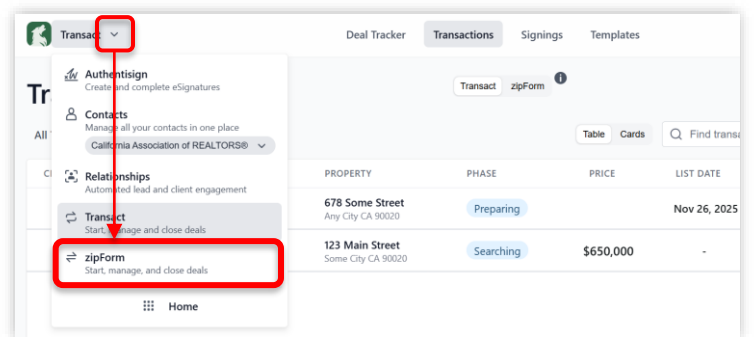


3. Click **Transactions** at the top of the page to view your transactions in Transact.



### Transact → zipForm

4. In **Transact**, click the dropdown arrow at the top left of the page.
5. Select **zipForm** towards the bottom of the menu.



You will land on your **Transactions** page in zipForm by default.

