

Online Catalog Ordering Guide

We're Your Online Resource for Maintenance, Repair & Operating Supplies

Whether you need a wide mix of products, an everyday item or that hard-to-find gizmo – we'll get it for you! Unlike many other local distributors, we have the internet technology and solutions for getting the products you need to run your daily operations quickly and efficiently.

You have our commitment to deliver a competitive price and the best service in the area. Our relationships with thousands of established suppliers mean that we can find what you need, fast.

Access Over 400,000 Items

Select from our huge assortment of commercial / industrial items in our easy-to-use, online catalog.

Monthly Specials

Save on certain items throughout the year: Vendor specials, overstocks, discontinued items, more.

Fast & Easy Searching

Search by keyword, item number, description, model number or UPC.

Account Specific Items & Pricing

Set up an account with us and view your own, exclusive pricing plus special items for your business.

"My Account" Feature

View the status of your orders, favorite items, saved orders and address book.

Account Updates & Reminders

As a preferred customer, you'll receive personalized messages / reminders during the ordering process.

Order Status

Review the status of your order or RFQ to see if it's been accepted, shipped, invoiced, etc.

Quotes

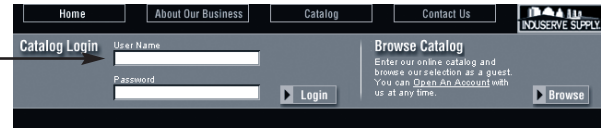
Email us your RFQ (Request for Quote) and we'll respond as quickly as possible.

Online Ordering Made Fast and Easy

Step 1: Sign-In

Sign in to our catalog directly from our home page. The pricing displayed is specific to your business.

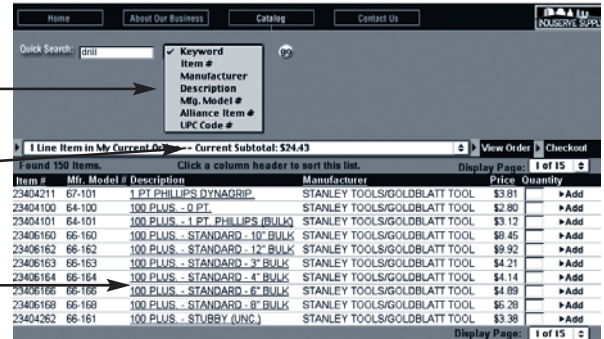
Enter your user name & password



Step 2: Search Items & Build Orders

Search our large assortment of maintenance, repair and operational items by keyword, manufacturer, model number, item number, etc.

Choose a search criteria



Running total of current order

Get item details

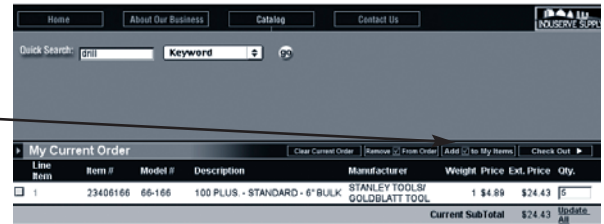
View search results by price, description, model number, etc. If you can't find what you are looking for, simply complete the RFQ (Request for Quote) form on our site.

To add a product to your order, enter the quantity needed, then select the "Add" button for that line item.

Step 3: View / Edit Your Order

View and edit your order prior to checking out. You can also select "Favorite Items" to be stored in your account for easy replenishment.

Add to your "Favorite Items"



Step 4: Submit Order

After completing your shipping and billing information (which will be saved for future purchases) indicate if there are any special instructions for this order. Your total with applicable shipping and delivery charges will be included.

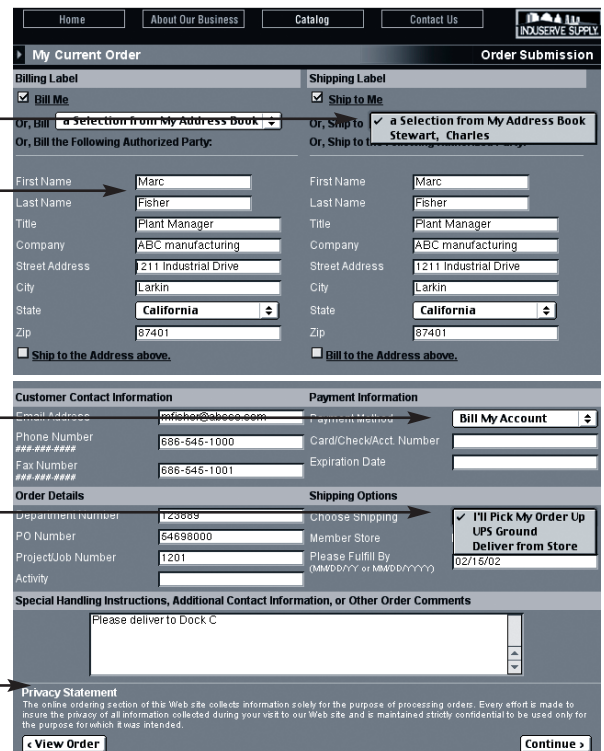
Alternate shipping addresses

Auto-fill from your address book

Multiple payment options

Multiple shipping options

Order is transmitted securely



Your Account & Order Details

Your Account Tools

Line Num	Item Num	Model Num	Description	Manufacturer	Wt	Price	Added
1	190945	1601312	Unv Batt Washer	EXIDE/SPEED CLIP DIV	0	\$0.52	11/13/2001
2	190873	7011510	10" J Bolt Hold Dow	EXIDE/SPEED CLIP DIV	0.5	\$1.10	11/13/2001
3	148122	8035R	3 Jaw 4" Gear Puller	CTA MFG CORP.	1.35	\$32.39	11/13/2001
4	235765	DW2021	#1 Phil PWR Bit	DEWALT ACCESSORIES	0.01	\$1.56	11/13/2001

Your account information

Saved items can be added to your current order

Your most frequently ordered items can be added to your current order

After logging in, select "My Account" in the upper right-hand corner to access account and order details. As always, the following information is stored and presented in a secure, encrypted format:

"My Details" includes your contact and mailing information.

"My Items" displays saved and frequently ordered items.

"My Orders" lists order history, status and saved orders.

"My RFQ's" shows the status of quotes that you have requested from us.

"My Address Book" holds multiple delivery and mailing addresses.

Order Details Within Your Account

Num	Order Date	Num Items	Order Amount	Payment Type	Ship Type	Order Status
1	1/4/2002 2:00:18 PM	1	\$26.01	Bill My Account	Pick Up @ Nascar	New Order
2	12/6/2001 9:35:48 AM	1	\$126.06	Pay @ Store	Pick Up @ Nascar	New Order
3	12/4/2001 4:11:15 PM	2	\$69.015.61	Pay @ Store	Pick Up @ Nascar	New Order
4	12/4/2001 4:10:27 PM	1	\$248.06	Pay @ Store	Pick Up @ Nascar	New Order
5	12/4/2001 4:09:39 PM	1	\$1,104.83	Pay @ Store	Pick Up @ Nascar	New Order
6	12/4/2001 4:08:18 PM	1	\$5.53	Pay @ Store	Pick Up @ Nascar	New Order
7	12/4/2001 4:06:41 PM	1	\$55.24	Pay @ Store	Pick Up @ Nascar	New Order

View your order history

This is the status of your order

View, edit or submit previously saved orders

Customizable information & tools within your own account saves time, lowering the cost of procurement for your organization.

Helpful Hints

Change a Submitted Order

If you would like to change any details regarding a previously transmitted order, just call or email us and we can make adjustments accordingly.

Change Email Address

Got a new email address? Be sure to update your Account Details to ensure that all communications about your order get to their proper destination.

Change Password

Has someone left your organization? If so, you may want us to update your password. Please contact us if you would like a new or additional password.

