## Bender Online Web Portal

https://store.bender-inc.com/DSF/Companies/BJH/storefront.aspx?SITEGUID=a6b0f33a-f440-4378-8e9a-bb320ee87610

- **1.** To access the storefront, please copy and paste the URL above exactly as is. Then CONTACT US HELP ENGLISH (UNITED STATES) click on "LOGIN" in the top right corner of the page. 2. Once you are logged in, you can move your cursor over your username in the top right **CHILDREN'S CUSTOM PRINT** corner to display options to view your cart, order history, saved jobs and address book. ORDER HISTORY & STATUS MY PROFILE 2. L CHILDREN'S CUSTOM PRINT **3.** To begin creating your order, find the catagory ADDRESS BOOK you need and click the light blue "BROWSE" PRINT SHOP ר) 🚽 (1) 🚽 button next to it. This will take you to the page MY SAVED FILES where you can vew more products. MY SAVED JOBS SPENDING ACCOUNTS USAGE LOGOUT **4.** From here you can select the **5.** To preview the full PDF file of the product and quantity you need, product you want, click on the icon image, and then "PREVIEW" then click "BUY NOW" Preview Select quantity from drop-down menu 500 BUY NOW Qty 500 -BUY NOV ATTENTION DEFICIT (ADHD) BROCHURE Item No.: BJH25574 EAR INFECTIONS BROCHURE Click BUY NOW to add the item to SLC22199 11.9x8.5 fold to 4x8.5 SLC22198 11.9x8.5 fold to 4x8.5 your cart 100# gloss text 4/4 Shrink Wrap in 25s 100# gloss text 4/4 Shrink Wrap ir BJH25574 (1000-2000 qty) 8 page self-cover book 3.6875" x 8.5" final size 100# velvet text 2 sided
  - 6. After you click BUY NOW, you will be taken to your cart. From here you can check out or select "Continue Shopping" to be taken back to the products page. From the cart you can still change your quantity, choose a due date, and view your pricing. Please note that "due date" will be the day that Bender Inc will SHIP your product from our dock.

Due Date	TUE May 31 2016 10:00 🌐				Selected	d Print Shop Bender, Ir
roducts		Quantity	Unit Price	Total	Subtotal:	\$59
	Bike Safety.Flier Item Name: Bike Safety Flier (500-1500 Qty) Tum Around Time : 5 Days	500 - Save for later	\$0.42	\$208.00	Handling:	s
-					Taxes:	s
	Turnaround time does not indicate the shipping date Tax Exempt	👕 Remove			Total:	\$591
	After Hours Brochure	500 -	\$0.77	\$383.96	Price subject to chang	e.
<b>1</b>	Item Name: After Hours Brochure Turn Around Time : 5 Days Turnaround time does not indicate the shipping date	Save for later     Remove			You are exempted tax on products	
	I Tax Exempt				Proceed to checkout to view final order total, inclu	
					taxes,	fees, shipping.

	SHIPMENT 1		1	
7. When you are ready to place your order,	Please select a shipment type.			
click "Proceed to Checkout." Here is where you will enter your shipping information.	ADDRESS Add from Address Book * First Name:			
	Children's * Last Name:			
This information will auto-fill with what you have in your profile. If you need to	Custom Print * Address Line 1:			
change it, make sure you click the	4901 Forest Park	Email:		
"Save" button at the bottom of the page, or all the information will default back.	Address Line 2: Suite 1022: MS 90-75-560	behndreitgenreter kon oom Dellvery Instructions		
8. Click "Proceed to Payment" to choose	Address Line 3:	Add Acoher Rogers :		
pay for and complete your order.				PROCEED TO PAYMENT +

PAYMENT METHOD         Please select a payment type.         Account Codes	<b>9. ALL USERS</b> will pay using accounting codes.
ACCOUNT CODES  * Account (6 Digits):	You must enter all codes provided to you for: - Account - Division - Department
* Division (3 Digits):	- Business Unit.
* Department (8 Digits):	If you cannot remember your codes, please contact Bob Bender at bbender@bender-inc.com
Business Unit (5 Digits):	