## How to order

## Activating your account on your uniform website:



You will receive an email from help@topstitchscrubs. com. From here, select the "Activate your account" button. Your account has been registered with your **FirstNameLastName@companyname.com**, so please use this email when logging in.

Activate your accou	nt
Hi, you've created a new cus have to do is activate it.	stomer account. All you
Activate your account	or Visit our store



After selecting the activate account button, you will enter a password of your choosing and activate the account by selecting the black button.

Create your password to activate your account.	
assword	¢
Confirm password	ß

Once you've activated your account, you'll receive a welcome email confirming the account. In this email you'll see links to this how to order guide, frequently asked questions, and return process.

## Shopping and navigating the site:



Once you've logged in simply select Shop Now to be taken to your uniform collection.





Navigate to the products you would like to purchase and select the size and color along with the quantity.

Please note: We recommend shopping by Brand and matching tops and pants from the same line. Colors from different brands (even from the same manufacturer) may have color shading that is noticeably different.



Embroidery: If embroidery is required on all tops, jackets or lab coats, please ensure your logo is correct when you select your products.



As you shop your cart will display your items. Access it at any time from the shopping bag icon in the upper right. When you are ready to checkout, select "Check out".



Using a Gift Card: You should have received an email with a gift card, representing your uniform stipend. Select the View Gift Card button and you will be re-directed to the gift card code. From here you can save this email and then simply copy the code and paste it into the gift card field upon check out.





Enter your shipping address and select "Continue to shipping".

Po	s checkout ny Pari		Meris Structure Pant Product J M Meris Structure Top Product J M	\$24.2 \$43.3
Contact melissa@genesisinc.com Log.cot			Deskfinenti Nen Yurk - USAC Entensidery Lapa (+ SLOD) 55-U Gift card SRGW ANYWW BRIXH 6TBC	11-1C Apply \$67.4
C that he was new and unles			Shipping (1)	\$10.00
Shipping address			Estimated taxes ① Total	\$7.00 USD \$84.55
Saved addresses Use a new address		~	10641	010 304.33
Country/Region United States		. w .		
First name (optional)	Last name			
Address		Q,		
Apartment, suite, etc. (optional)				
City State	♥ ZP code			
Phone (optional)		0		

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From shipping screen, select the shipping method.

chin to			
Ship to	2943 elizabeth St, Denver CO 80205, United States	Change	
Standard	Shipping	\$10.00	



Then select Continue to payment. If you have exceeded the allotment here, you can complete your order by entering a credit card number selecting from the payment options. Then enter your billing address and select Pay Now. After processing you'll receive an order confirmation message along with an email message.

Your order is confirmed			
You'll receive a confirmation email wit	h your order number shortly.		
Track order with Shop			
Order updates			
You'll get shipping and delivery updat	es by email.		
Customer information			
Contact information	Billing address		
david.burns@piranhabrands.com	David Burns		
Shipping address	11405 San Joaquin Ridge Littleton CO 80127		
David Burns	United States		
11405 San Joaquin Ridge			
Littleton CO 80127 United States			
Shipping method			
Standard Shipping			



## NOTE

If you have any issues ordering or have any questions, please reach out to **help@topstitchscrubs.com**, use the link on the webstore, or call (888) 803-4880.