

Each punch-out catalog in UShop offers features unique to that supplier's catalog. This guide describes features specific to the B & H punch-out catalog.

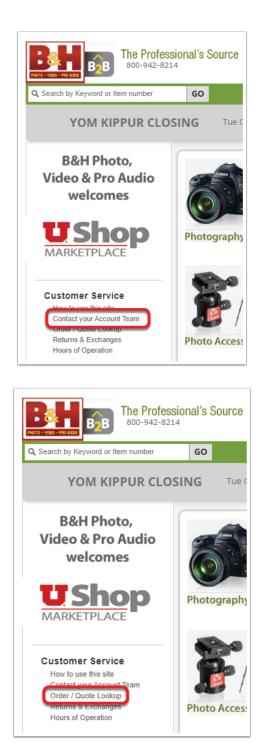


1. Rep Contact Information

Rep contact information is located on the left hand side of the punchout under **Customer Service.**



eQuotes can be integrated by using the **Order/Quote Lookup** feature located in the **Customer Service** menu on the left hand side. Simply enter the phone number associated with the quote as well as the quote number, and you will be able to punchout a pre-existing quote seamlessly.



3. Order Status/Tracking

When an order is placed, the Shopper will receive an email confirmation which includes all relevant details.

4. Shipping

Shipping fees will be calculated when all items are in your cart and your zip code is provided. The Shopper may select from the Shipping Methods displayed.

NOTE: Special holidays and closure dates are posted at the top of the landing page.



CALCULATE SHIPPING & TAX	
Shipping	Store Pickup NYC SuperStore
USA	84112 ZIP Code match found
Choose a Shipping Method	
O FedEx Ground Delivery Estimated Delivery: Mon Oct 14	FREE
FedEx Express Saver Estimated Delivery: Thu Oct 10	\$15.50
FedEx 2 Day Estimated Delivery: Wed Oct 9	\$20.05
FedEx Standard Overnight Estimated Delivery: Tue Oct 8 by end of day	\$25.05
FedEx Priority Overnight Estimated Delivery: Tue Oct 8 by 10:30am	\$27.95

5. Account

UShop is considered as one account and no individual account numbers are required for users.

6. Save Favorites

There is no ability to save favorites in the punch-out. However, a favorite requisition may be copied to a new cart in UShop.