



EASY AS 1 2 3

REFERENCE GUIDE

Catalog:

1. Select Category & Select Product.
2. Select "Add to Cart" & Select Quantity.
3. Select Check Out & Select Submit.

Order Status:

- View Current Orders & print the order for your records.
- View an E.T.A. & Track orders.

Order History:

- View all past orders and print an order confirmation.

Inventory:

- View product, description, location, reorder point & quantity.

Access: www.taylorprintingco.com/order.html

Thank you for your time. The goal of this system is to make your ordering process organized, prompt, complete & simple.

Best regards,

Angelyn Taylor
Product Support

Brett Valentine
Product Manager

Bret Taylor
President

