

Evergreen orders and Claims are made online

- Must meet order minimum of 251\$
 - Lead time is at least 10 days
- Claims are made online
 - Defectives
 - Missing items on shipment
- Sign In > My Account > Invoices.
- Find the invoice and click the money icon or scroll to submit a claim request.
- Pick the invoice and submit a claim.
- Select the products, click Credit, and fill in quantity, issue type, desired resolution, and a short explanation. You can also upload an image.
- Click Submit Request. You'll get a confirmation email
- Questions / Concerns
 - Our Rep Shannon can help
 - sweisback@myevergreen.com

User Name

Password

Kennardace.office@gmail.com

Evergreen123!