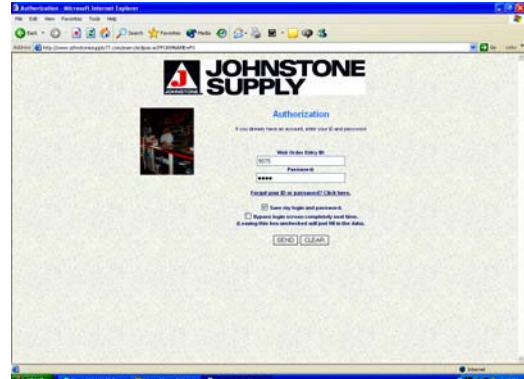


WELCOME TO WWW.JOHNSTONESUPPLY77.COM

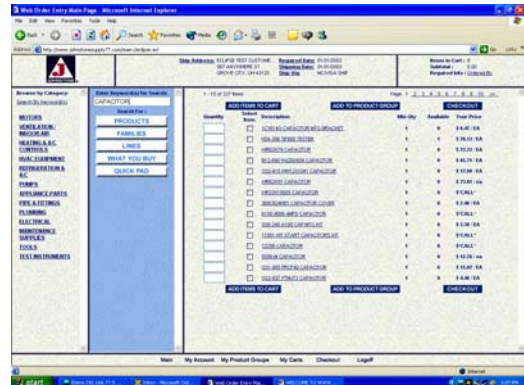
Enter www.johnstonesupply77.com in your address bar to access Johnstone Supply's website with online ordering. To place an order you must first have your account authorized for online ordering and a password set up. See your salesperson to arrange this option. Once your online account is ready follow these steps to place your order:

Click on [ORDER ONLINE](#). You can also navigate to pages giving information on each of our [BRANCHES](#), our [PRODUCTS](#) and [SERVICES](#), and to a [CALENDAR](#) displaying special events from the [HOME](#) page.

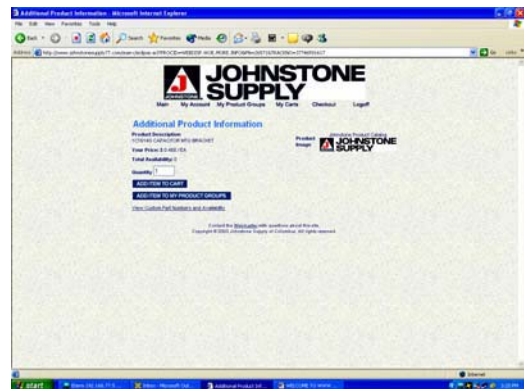
On the [Authorization](#) screen enter the login number and password assigned to you in the [Web Order Entry ID](#) and [Password](#) fields. Click **SEND**.



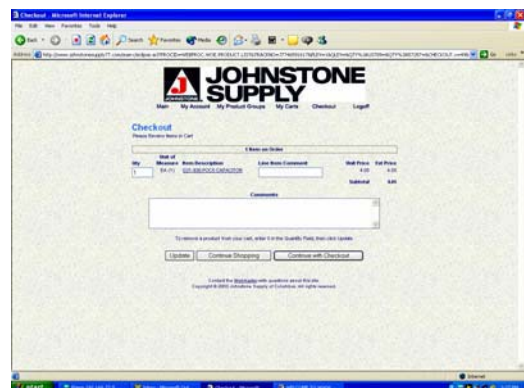
Enter a part number or a description in the [Enter Keyword\(s\) for Search](#) box and hit **Enter**. You can search for specific [Products](#), [Families](#) (groups) of products, or [Lines](#) (manufacturers). You may also view items you have purchased online in the past by clicking on [What You Buy](#). If you know the exact part numbers of the items you are purchasing click [Quick Pad](#) for fast and easy order entry. A list of products related to your Keyword Search appears in the box at the right of the screen. Enter the [Quantity](#) and check the [Select Item](#) box beside the item you desire to purchase. Click on [ADD TO CART](#) to continue shopping. To access the online catalog double-click the part [Description](#).



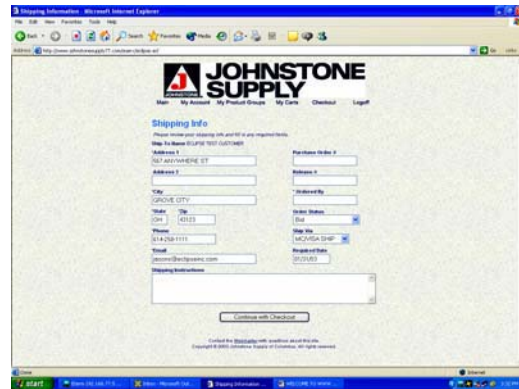
The [Additional Product Info](#) screen displays more detailed pricing information and provides a link to the catalog. Simply click on the small **JOHNSTONE SUPPLY** logo on the right to access the catalog. The catalog will list all similar products and details.



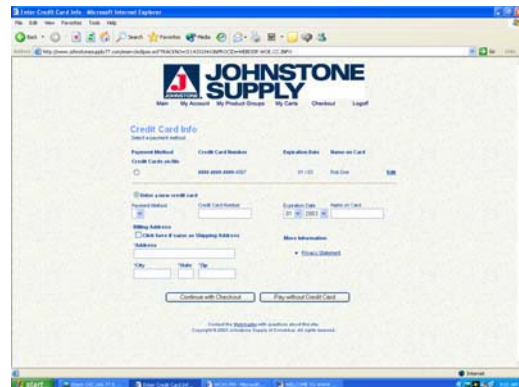
Once you have ordered all you need click **CHECKOUT** on the order entry screen. The [Checkout](#) screen allows you to review your items and add comments such as "I will pick-up order at noon". If you make any changes to your order be sure to click **UPDATE**. Once you are satisfied with the order, click **CONTINUE WITH CHECKOUT**.



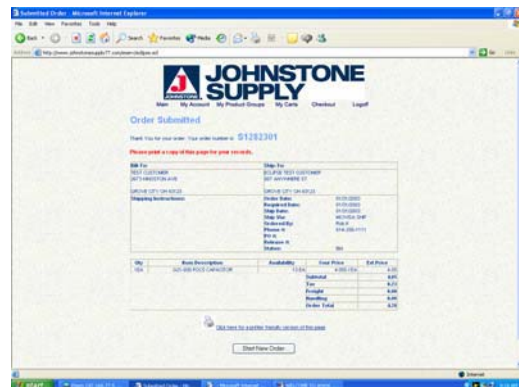
You will then be taken to the [Shipping Info](#) page where you can verify shipping information, make any necessary adjustments, and add your PO number and name (required in [Ordered By](#) box). You can also add [Shipping Instructions](#) in the box at the bottom of the page. Click **CONTINUE WITH CHECKOUT** to proceed with order.



The [Credit Card Info](#) screen displays any previously entered credit cards under [Credit Cards on file](#). If you have an open account with us you may click the **Pay without Credit Card** button. You may also [Enter a new credit card](#). Once you have verified the information click **Continue with Checkout**.



The [Order Submitted](#) screen allows you to view your completed order and to print a copy for your records.



This document was designed to be a quick map of our site to get you started. There are many other facets to the website and we encourage you to explore it. If you have any comments or suggestions click on the [Contact Us](#) button link on the left of any page and fill out the form at the bottom or send an e-mail to the webmaster by clicking on the js77webmstr@johnstonesupply77.com email link at the bottom of every page.

Thank you for visiting www.johnstonesupply77.com