

TRACKING ORDERS

You can track the status of all orders for your company, including those entered by customer service, by selecting "Orders in Process" from the "My Account" drop down menu at the top of the page. The Status column tells you whether an order has been Printed, Invoiced, or if it's "In Queue"

"Printed" means the order has been printed and is being picked by the warehouse, depending on the time of day and your location, these orders should ship that day or the next day.

"Invoiced" means that the order will ship that day.

"In Queue" means that the order has been held by Customer Service for review. There are a few possible reasons for this, if you are concerned about this order, please feel free to call them at 1 888 634-7274.

If you do not see your order in this list, please check past purchases. Orders in Process will not show orders that shipped the previous day.

ORDERS IN PROCESS

Sales Order:	Date:	Customer PO:	Contact:	Cart:	Value:	Status:
T44373	Aug10/11	DEMO ROOM			\$0.00	Printed
T46722	Sep07/11	CINDY			\$0.00	In Queue
T47200	Sep13/11	AXYZ			\$0.00	In Queue
T47628	Sep16/11	TED			\$0.00	Invoiced
T47645	Sep16/11	WAREHOUSE			\$0.00	Invoiced
T47680	Sep16/11	TED			\$0.00	Invoiced
T47702	Sep16/11	TEST	Sue Tucker	000200000365	\$2,679.35	In Queue
T47703	Sep16/11	TEST	Sue Tucker	000200000374	\$2,679.35	In Queue

Click Order Number to view details

Orders placed online indicate who created the order.

You can click on the order number to view details of the order.

SALES ORDERS IN PROCESS

Sales Order:	T47703	Customer:	DEMTOR	Store:	
Date:	Sep16/11	Terms:	NET 30	Department:	
Customer PO:	TEST	Taken By:	repadmin	Freight:	
		Sales Rep:	00INT	FOB:	

Bill To: Ship To:

ND GRAPHICS TORONTO
55 INTERCHANGE WAY UNIT 1
CONCORD ON
416-663-6416

ND GRAPHICS TORONTO
55 INTERCHANGE WAY UNIT 1
CONCORD ON
416-663-6416

Click on Product Code to review the product page

Cart Comments

Indication that order was placed online

Product:	Description:	Ordered	Canceled	B.O	Shipped	UM:
	Cart comment added					
	Shopping Cart : 000200000374					
GPGS4704-50	180 Vinyl ~ 15" x 50 yards	5.00	0.00	5.00	0.00	50Y