

Quartermaster – imagewear Instructions

Ordering Merchandise

Choose the items you would like to order, ensuring that you specify colour and size

Extend the totals to the "Total" column (far right)

Tally the "Total" to arrive at the "Sub Total"

Calculate the "Taxes" (drats)

Add the sub-total and taxes to reach the "Total" (I spent how much?!)

Fill in the "Important Information" section (legibly so imagewear knows where to send the items)

Drop the form off at any Mark's WorkWearHouse, fax it to 888.743.0187 or email it to steve.alvarez@marks.com

Wait – your order should arrive within two weeks – remember there are no shipping charges if sent to a Canadian address

If you encounter a problem with the process please contact the imagewear liaison, Malcolm Dyke. 905.336.8507 or mdyke1@cogeco.ca

Please note that small items such as hats, pins, bags, mugs, etc. will still be available from Quartermaster at WBCCI Ontario Canada Unit events and can not be ordered from imagewear.

Adding New Merchandise

If you come up with an item that you think other members of the club would be interested in purchasing, please contact the imagewear liaison, Malcolm Dyke with as many details as possible about the item (e.g. sku number, colour, location, etc.) the Quartermaster Committee will review the request and contact imagewear to see if it is available for general distribution. If available, the order form and brochure will be updated accordingly.