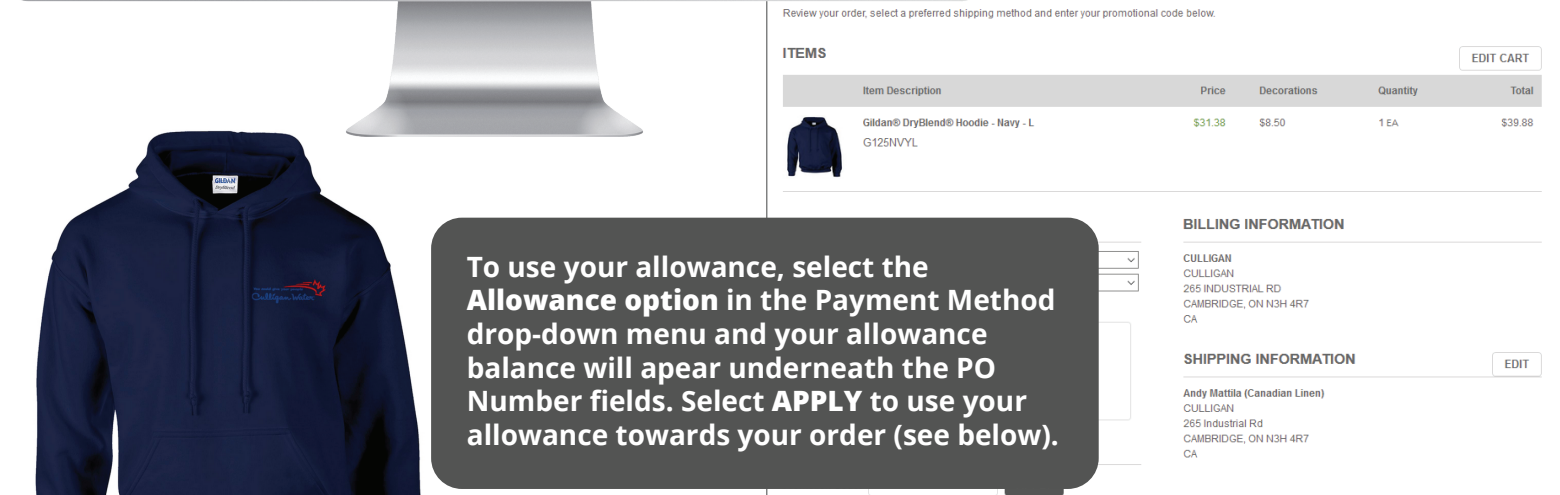


USING YOUR CANADIAN LINEN ALLOWANCE ACCOUNT



Sign in to your User Account. If there are funds available in your allowance account, you see the allowance amount allotted to you for you to use towards your purchase in the upper right-hand corner.

Search for the items you would like to purchase and add them to the shopping cart. When you are ready to proceed with check out, enter the shipping cart and follow the required steps to reach the **Payment** page (see below).



To use your allowance, select the **Allowance** option in the Payment Method drop-down menu and your allowance balance will appear underneath the PO Number fields. Select **APPLY** to use your allowance towards your order (see below).



PAYMENT

Tax Exempt Order

Payment Method:

P.O. Number:

Name on Card:

Billing Address:

City:

State/Zip:

Amount:

Credit Card Number:

CVC Number: What's this?

Card Type:

Expiration Date:

ORDER SUMMARY

Subtotal	\$39.88
Tax	\$6.62
Shipping & Handling	\$11.00
Allowance Amount Applied	\$50.00
Remaining Balance <i>This will be charged to your credit card</i>	\$7.50
Total	\$7.50

Questions? Here are some quick links to our Return Policy and Shipping Information.

If there are enough funds in your allowance account for your order, you only need to select **PLACE ORDER** to complete your purchase.

If there is a remaining balance for your order after you've applied your allowance, you will be prompted to enter your credit card information to complete your order. Once your credit card information is entered, select **COMPLETE**.

Have any questions regarding your allowance account? Contact us at webstore@canadianlinen.com or call us at **866-822-4763**.