

USING THE DSL E-STORE WITH CANADIAN LINEN



These step-by-step instructions will instruct you on how to use the DSL eStore with Canadian Linen.

To access your user account on the DSL eStore, select the **Sign In** link on the home page (see left).

Enter your **username** and **password** provided to you by your administrator on the next screen. (see below).

Username:

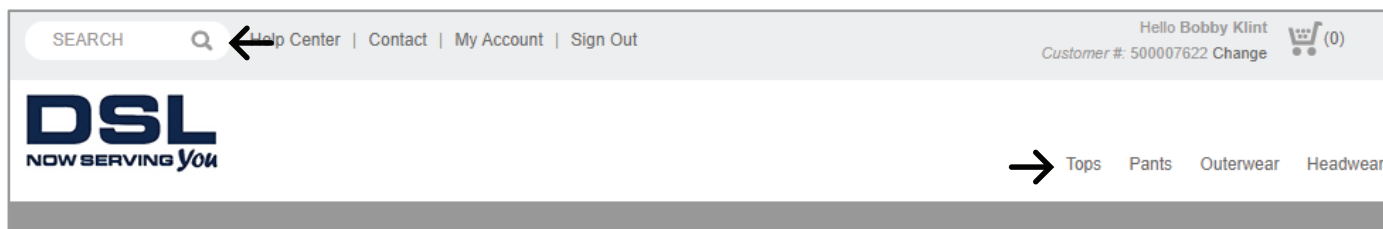
[Forgot Username?](#)

Password:

[Forgot Password?](#)

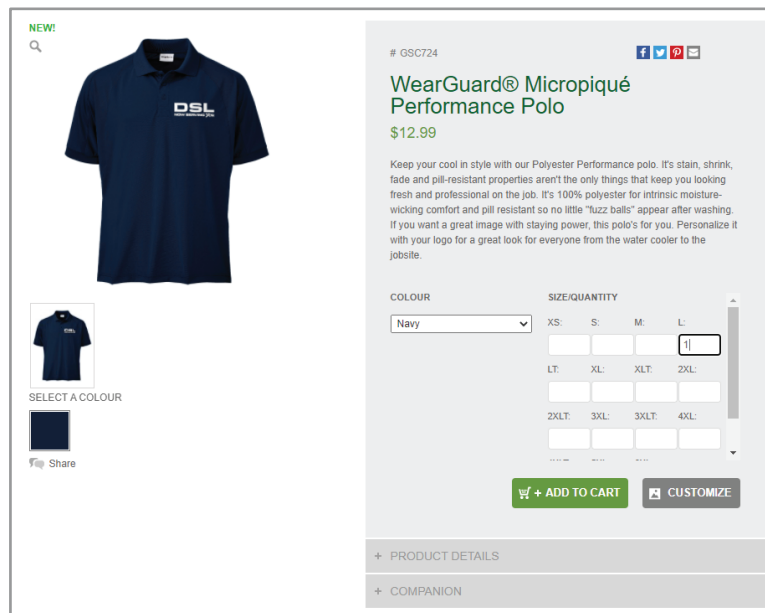
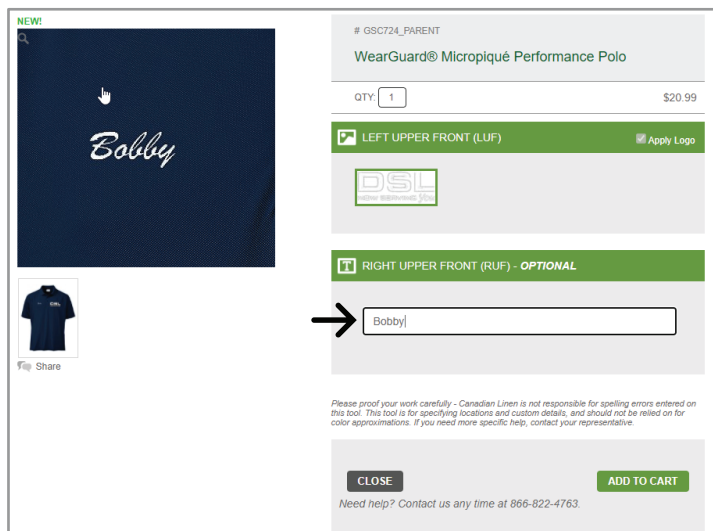
SIGN IN

To start shopping for your DSL uniform, you can locate the product you intend to purchase by visiting the appropriate **product category** or by typing in the style number in the **search** field (see below).



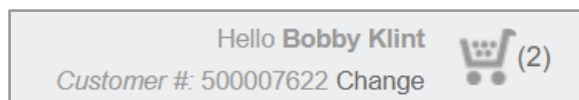
Once you have selected the **colour** and **size** of the garment you intend to purchase (if applicable) you will see a preview of the customization your garment will have affixed to it (see right).

If applicable, after you select **ADD TO CART** you may also be provided with the option to add **your name** to the garment in the optional text field (see below). After you add the name, the preview will render on the garment image. **Note:** If you are not prompted with this option, you may proceed to the next step.



To proceed with your purchase, you will need to select **ADD TO CART** again on the screen to the right.

When you have added all appropriate garments to the cart, select the **cart icon** in the upper right corner to enter the cart.



(continued)

Within the Shopping Cart (see right) screen, you can review your order and apply **Pack By Wearer** to your order to group appropriate garments together. To use **Pack By Wearer**, select the appropriate link (right) and follow the instructions on the next screen (not pictured).

After you have applied Pack By Wearer to your purchase, you will return to the Shopping Cart page and you may proceed with placing your order by selecting **CHECKOUT** or if you need to, you can also save your order by selecting **SAVE ORDER**.

Saved orders can be reviewed by selecting **My Account** at the top of your screen followed by navigating to **Saved Orders** on the next screen (not pictured). To proceed with a saved order, you can select **ADD TO CART**, which will bring you to the next step of the checkout process.

Enter your shipping information by completing the appropriate fields for the **DELIVER TO INFORMATION** (see below). When you have completed that step, you may select **CONTINUE** to take you to the final step of your purchase.

Checkout Billing & Shipping > Payment > Confirmation

→ **DELIVER TO INFORMATION**

* Required

First Name

Last Name

Company or C/O

Address 1

Address 2

City

Country

Province

Postal Code

Phone Number

Enter New Deliver To Address

Same as Billing Information

Create New

First Name *

Last Name *

Company or C/O *

Attention

Address 1 *

Address 2

City *

Country *

Province *

Postal Code *

CONTINUE

When you are ready, select **SUBMIT ORDER FOR APPROVAL** (see right) and an email will be sent to your approver to inform them your order is ready for them to approve.

NEED ADDITIONAL ASSISTANCE?

Call us at:
866-822-4763

E-mail us at:
webstore@canadianlinen.com



Shopping Cart

How does your order look so far? You can update quantities in the cart directly below, continue shopping, proceed to checkout or save your order for another time.

2 items **PACK BY WEARER**

Item Description	Price	Quantity	EA	Total	
WearGuard® Micropliqué Performance Polo - Navy - L GSC724NAVYLGGER	\$12.99	1	EA	\$20.99	✕
DECORATED ITEMS - TOTAL: \$8.00					
GSC724NAVYLGGER [COLLAPSE] Edit					
Total Qty: 1 Logo Price: \$4.50					
Location: LUF Logo Code: 2003180662A Type: LGE					
Customization Type: Text Price: \$3.50					
Location: RUF Alignment: Justified					
Line 1: Bobby					
Style: BS Colour: 0017-WHITE Size: 3/8"					
PACK BY WEARER INSTRUCTIONS					
LIST OF WEARERS [EXPAND] Edit Packing Instructions					
WearGuard® Long-Sleeve Ultimate Oxford Work Shirt - Light Blue Oxford - L 1400LBOXL	\$26.00	1	EA	\$34.00	✕
DECORATED ITEMS - TOTAL: \$8.00					
1400LBOXL [EXPAND] Edit					
PACK BY WEARER INSTRUCTIONS					
LIST OF WEARERS [EXPAND] Edit Packing Instructions					
CONTINUE SHOPPING					

Checkout Billing & Shipping > Payment > Confirmation

Review your order, select a preferred shipping method and enter your promotional code below.

ITEMS **EDIT CART**

Item Description	Price	Decorations	Quantity	EA	Total
WearGuard® Micropliqué Performance Polo - Navy - L GSC724NAVYLGGER	\$12.99	\$8.00	1	EA	\$20.99
PACK BY WEARER INSTRUCTIONS					
LIST OF WEARERS [EXPAND]					
WearGuard® Long-Sleeve Ultimate Oxford Work Shirt - Light Blue Oxford - L 1400LBOXL	\$26.00	\$8.00	1	EA	\$34.00
PACK BY WEARER INSTRUCTIONS					
LIST OF WEARERS [EXPAND]					
SHIPPING METHOD			BILLING INFORMATION		
UPS <input type="text"/>			DSL INC. - DS		
Ground <input type="text"/>			DSL INC. - DS		
Add Order Notes optional:			14520 - 128 AVENUE		
			EDMONTON, AB T5L 3H6		
			CA		
HAVE A PROMOTION CODE?			SHIPPING INFORMATION EDIT		
Promotion Code: <input type="text"/> APPLY			DSL INC. - DS		
			DSL INC. - DS		
			14520 - 128 AVENUE		
			EDMONTON, AB T5L 3H6		
			CA		
ORDER SUMMARY					
Subtotal					\$54.99
Tax					\$3.52
Shipping & Handling					\$14.99
Total					\$73.50
SUBMIT FOR APPROVAL					