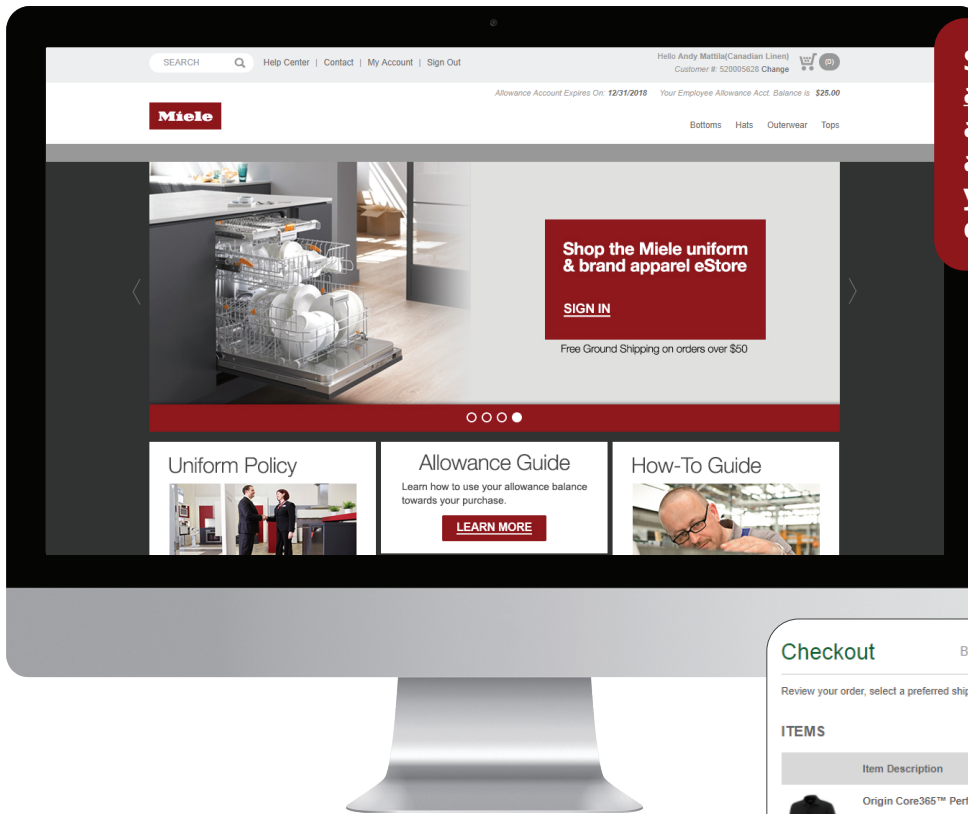


# USING YOUR CANADIAN LINEN ALLOWANCE ACCOUNT

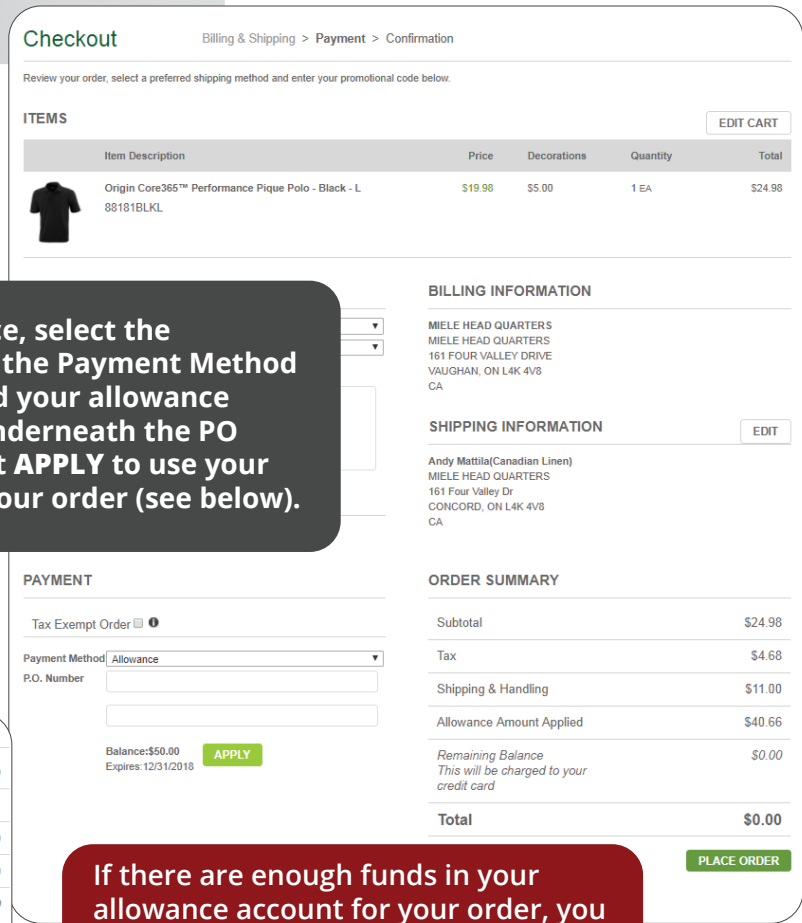


Sign in to your User Account. If there are funds available in your allowance account, you see the allowance amount allotted to you for you to use towards your purchase in the upper right-hand corner.

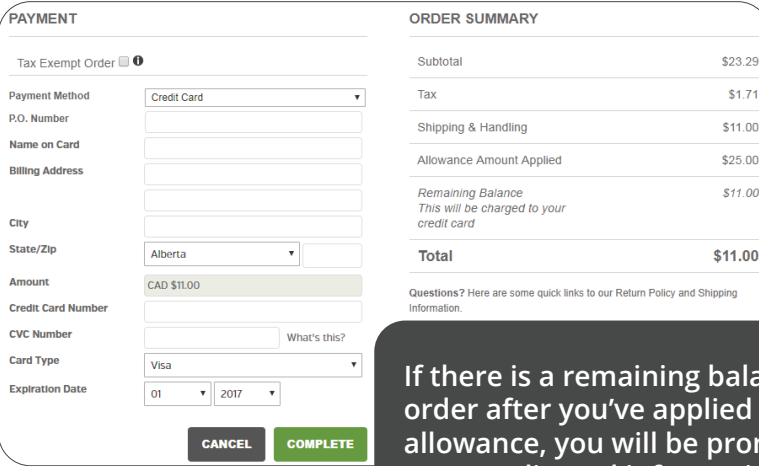
Search for the items you would like to purchase and add them to the shopping cart. When you are ready to proceed with check out, enter the shopping cart and follow the required steps to reach the **Payment** page (see below).



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).



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](mailto:webstore@canadianlinen.com) or call us at **866-822-4763**.