This is the Homepage at <u>www.badgeteam.com</u> Login to your Company's Catalog by entering your Username & Password below.



Press ENTER on your Keyboard and you are ready to get started...

This is your **Company's Custom Catalog Homepage** which you can see only after **Signing In**



Example: Click on Badges with Old Logo



After choosing your category, you will be directed here to choose your **Badge Style** by clicking on the image.

Example: Style DOVAL without a Frame

PROFESSIONAL IMAGE 10% Off Badge Orders See "General Info" tab WHERE YOU GET ALL THAT COOL STUFF ... WITH YOUR LOGO ON ITI for details & restriction Welcome Michelle Example, Logout Click here to View your Catalog WELCOME SUBWAY SUBWAY SUBMAY Welcome to your Subway custom promotional catalog! HOME > SUBWAY > BADGES - OLD LOGO Enter Keyword DOVAL - Style D Oval 1.5"x2.4" - Old Logo





P

After you choose your Badge Style you will Customize your Badge Quantity, Lines of Print, Badge Holders, & Color.

C	
\$ 0.00	\$ 0.00

Badge Holder

Locking Pin

\$1.00

Pocket Insert



\$ 1.00



Swivel Bulldog



\$ 1.50

Magnetic Holder

-17P



\$1.00

Pocket Insert

\$1.00

Swivel Bulldog

\$ 1.50 Magnetic Holder Enter Total Quantity You will personalize Name, Title, Etc. individually before checkout.

Example: 2



\$1.00

Pocket Insert

\$1.00

Swivel Bulldog

\$ 1.50 Magnetic Holder

Choose your **Personalization Option** from the drop down menu

Example: Logo and First Name



\$1.00

Pocket Insert

\$ 1.00

Swivel Bulldog

\$ 1.50

Magnetic Holder

Choose your **Optional Badge Holder** from the drop down menu

Example: Magnet Holder



Example: White



Check to make sure everything is correct and then Click Add to Cart

NOTE: You will add Personalization on Next Step

After you Click on Add to Cart this will be your next screen.



Click on the Add/Edit Personalization Link to Personalize your badges. You must Personalize your Badges (Except Logo Only) to move forward.

Other Options Include:

<u>Remove -</u> If you made a Mistake you can Delete It Here
<u>Edit -</u> If you need to change anything in your Order you can do that here - Example: Change Quantity, Color or Holder
<u>Add Similar -</u> Add same style badge with different information
Example: Color, Holder, Lines, & Quantity may be different, however, the Badge Style will Remain the Same.

If you do not **Personalize** your Badges (Except Logo Only) you will receive this **Error Message** & be unable to move forward until you add personalization.

PROFESSION WHERE YOU GET ALL THAT COOL ST	IAL IMAGE 10% Off Badge Orders See "General Info" tab IFF WITH YOUR LOGO ON ITI for details & restrictions	Welcome Michelle Bxample, <u>Loco.</u> Click here to View your Catalog
MY BASKET		
SHOPPING CART	STEP 1 STEP 2 STEP 3	Enter Keyword
Message from v	vebpage	X
Please	Enter Personalization Details for Item : Style D1	.3 Style D 1"x3" - New Logo
Fighters		E
and a set		s 8.90

This Message will only appear when you Click Proceed to Shipping

Click "Add Similar" next to the badge you would like to order more of.



* This is helpful when you want to Order the Same Badge Style with Different Holders, Colors, or # of Lines.

PROFESS	OOL STUFF WITH YOUR LOGO ON ITI	ndge Orders ral Info" tab £ restrictions		Welcome Michelle I Click here to View y	Brample, <u>Locaut</u> our Catalog
MY BASKET					6
OPPING CART	STEP 1 STEP 2	STEP 3		Enter Keyword	
Style DOVAL 1.5"x2.4" Printed	Items in Cart Style DOVAL Style D Oval 1.5"x2.4" - Old Logo Logo and First Name- Colors - White Optional Badge Holders: Magnetic Holder	Quantity	8255 \$1.50	Total Remove Edit Acci Similar Acci Ecit Pere	onallization
Set Carriet Harriet Shit Manager		ontinue Sh	Cont	inue Sl	hopping

If you would like to Purchase additional Items, Click on the **Continue Shopping** Button and you will be sent back to your catalog. If you need any additional help please do not hesitate to contact us.

Phone: 985-649-5145 Fax: 985-649-3533 E-mail: sales@badgeteam.com

Business Hours: Mon. - Fri. 8 am - 5 pm Central Time