



Amaril[™] E-Commerce

General Store Information

Scope

Amarilcart[™] is an e-commerce tool to allow customers to self-order flame-resistant and 100% cotton industrial clothing within our business-to-business platform.

Type of User

Manager/Administrator

Payment Methods Available:

1. Due On Receipt
2. Credit Card
3. Purchase Order
4. Pre-Payment

Employee Self-Order

Payment Methods Available:

1. Annual Points
2. Credit Card
3. Hold For Manager Approval

What if I need a sample?

We are always happy to supply samples with a 15-day UPS return label. Samples are still invoiced out, but the invoice will be closed if the sample is returned. For point customers, we require managers or administrators to order samples separately from points.

Will My Store Include Customization?

Yes, we have multiple store options and multiple customization options pre-set and available.

General customization options include:

- Embroidery options available (company logo, name logo, additional logo)
 - Company logo added in automatically per item
 - Company logo added in automatically/Employee name optional per item
 - Company and name logo mandatory
 - *name logo is generally embroidered in a clean, easy-to-read script font

Cost builds in automatically for logos

Name logo is generally embroidered in a clean, easy-to-read script font

General **Amarilcart™** Micro-Stores Available:

- CAT 2+ items only (No-Short Sleeve)
- CAT 2+ Short-Sleeve (CAT 1)
- CAT 2+ Short-Sleeve (CAT 2)
- General Store – All Stock Items (FR/NON-FR)
- Additional custom store options available. See below.

Program Options

- Unique E-Commerce Store: For companies supplying clothing to 50 or more employees, a unique catalog, order form and e-commerce store can be created.
- Unique PDF Catalog: For companies supplying clothing to 10 or more employees, a unique printable catalog and order form can be created.
- Unique PDF Order Form: All companies can request a unique order form.

Payment Disclosure:

The customer is responsible and liable for all transactions within the scope of pre-determined program. It is expected and understood that the customer will supply payment for product in a timely manner, not to exceed 30 days. Consistent failure to pay invoices will result in termination of program and / or the stoppage of order processing until invoices are paid.

Please understand that our company stocks and supplies clothing to dress people within five business days. In order to supply in a timely manner, we must receive payment in timely manner.

Amarilcart™ Point Information

Point Customer Information

Think of the Amarilcart™ point system as an employee bank account. This simply gives an employee a spending limit. Amaril Uniform Company keeps reward points simple. One point equates to one dollar. Points round up to the nearest dollar at checkout, but the company is billed exact.

\$1.00=1 point (see rounding metrics below)

Company Invoice Reflects	Employee order total is \$61.90 Employee applies 62 points at checkout Company is invoiced \$61.90
---------------------------------	-----------------------------------------------------------------------------------------------------------------

Point Metrics

- Shipping Options: Flat Rate, Hide Shipping
 - Hiding shipping will default final invoice to UPS best daily rate
- State Taxation: Can be included or hidden online. For additional information on state sales tax, email arap@amaril.com. Amaril remits state sales tax for several states.

Point-User Payment Terms and Conditions

The customer is responsible and liable for all customer transactions within the scope of your program. It is expected and understood that 1 point = 1 dollar, and company will pay for all orders under the umbrella of point system, in a timely manner not exceeding 30 days. If a customer is past due, Amaril Uniform Company® will notify customer of past-due in a respectful manner. Customer is not to exceed 60 days on past-due. If customer remains negligent of payment, termination of business will occur, and creditor will be notified.

What if an employee is hired mid-year or leaves?

Change modifications can be made by submitting employee change request online or by emailing print form. Changes require 1-2 business days to process. A notification of employee reward point modification, new hire add, or termination will be emailed to account administrator and employee. Account suspensions will only be emailed to account administrator. Accounts over 200 employees generally require connection and notification from customer accounting system, to automate process.

<https://www.amaril.com/managed-program-change-form-for-administrators.html>



Managed Program
Amarilcart[™] Employee Point Modification Form

This form is also available online at [amaril.com](https://www.amaril.com) (top left tabs)
<https://www.amaril.com/managed-program-change-form-for-administrators.html>

Program Notes

Amarilcart[™] provides companies the opportunity to employee self-manage accounts, without the hassle of pre-payment. As a reward point customer, understandably, there are times when an account is to be modified. Annual account modifications occur as follows;

Program Points Frozen: December 15-31

Program Points Added: January 1-10

Account Manager: Jennifer Lattin <email jennie@amaril.com>

Mid-Year Point Modification Request

Amaril Uniform Company® understands that employees may want to add money to their account, or an employee may join or leave mid-year. Please submit this document with all applicable information and allow for 1-2 business days for account modification. An email notification will be sent to the employee and account manager, once modified.

Company: _____	Date: ____/____/____			
Administrator Making Request: _____	Manager: _____			
Employee Name: _____	Employee Email: _____			
Amount of money to add: \$ _____	Amount of money to subtract: \$ _____			
<i>or</i>				
\$1.00 = 1 point				
Reason for modification (please list in <i>notes</i> with specific directions if modification to account is needed)				
New Hire	Left Company	Moved to different department	Adding money to account	Other
Notes: _____				