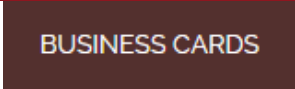




TUTORIAL: Ordering Business Cards for Others

Ordering your business cards through the AFN Store is easy as 1-2-3.

STEP 1: Go to www.AFNStore.com Click on "Business Cards" at the top.



STEP 2: Choose your quantity: Then choose your front and back design and answer the optional question or upload an optional photo. Then click **ADD TO CART**.

Quantity

Front Design *

Choose the front design you would like for your business cards.

Back Design

If none are chosen, the default back is blank.

Are you a new employee?

- Yes
- No

Picture

OPTIONAL: Upload picture below if A2, C2, or V2 is chosen.

No file selected.
(max file size 128 MB)


Is this a reorder?

- Yes

\$45.00

STEP 3: Click Checkout. Once you are done, click 'Checkout' on the right hand side.

■ CART

✖ **Business Card** 

Design: A2

Backing Option:
Back 2

Quantity:
500 (\$45)

1 × \$45.00

Subtotal: \$45.00

VIEW CART

CHECKOUT

STEP 5: Submit the person's information. In a few steps, submit the information for the person you are ordering for.

1. **Fill out your information at the top.** Then choose "No, enter their information" when you get to the option.

Is this order for you? *

Yes, the above is my information. No, enter their information below.

This will reveal the other fields you would need to fill out the information of the person you are ordering for. *see screenshot on next page.

2. OPTIONAL: If the cards are going to be shipped to a different address that is not the branch, check the box under Ship to Different Address. You also have the option to add in a note to Marketing at this point too.
3. Choose your shipping method.
4. Select how the Business cards will be charged. You can either pay out of pocket via your credit card through PayPal or charge to the Branch P&L. This is subject to Branch Manager approval.
5. Click Place Order and you are done!

Is this order for you? *

Yes, the above is my information. No, enter their information below.

Who are you ordering for?

Enter their information here!

Their First Name *

Their Last Name *

Their Email *

Their Title *

Their NMLS

Their Office Phone

Their Mobile Phone

Their Website

Their Fax Number

Is their branch address the same as yours? *

Yes No

Their Branch Address *

Their Branch City *

Their Branch State *

Their Branch Zip Code *

- P&L Charge

You can request to have your P&L charged. Charges are subject to approval from branch manager.

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- PayPal     What is PayPal?

PLACE ORDER

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If you are ordering for multiple people, rinse and repeat starting from step 3. All orders will be viewable in your account.