







CONTRACT PROFESSIONALS

Experts in Technical Staffing

Introducing the

# CPI - CONTRACT PROFESSIONALS EMPLOYEE APPAREL PURCHASE PROGRAM

Please visit

www.arrowuniform.com/cpijobs

Click on your desired program to start shopping today!

For questions or concerns, please call 888-332-7769 or email Customer Service at customer.service@arrowuniform.com or Brian Dorris at brian.dorris@arrowuniform.com

Website Address For:
CPI - Contract Professionals
Employee Apparel Purchase Program
www.arrowuniform.com/cpijobs



## THANK YOU FOR CHOOSING ARROW UNIFORM

We are pleased to announce the CPI employee apparel purchase program. You will see a variety of garments that have been approved for your program. Enjoy shopping as you peruse through selections from many of the top garment manufacturers!



# **HOW IT WORKS**

You'll need to reach the landing page at www.arrowuniform.com/cpijobs When you reach the landing page, click on the link for your desired program, you will then be taken to the exclusive login page for the site.

## **GETTING STARTED - USERNAME & PASSWORD**

When you arrive at the exclusive login page, simply click on the "Create Account" button to create your login or you can also login with your previously created username and password. Please note that all log in and passwords are case sensitive. As an associate, you may purchase uniforms using Visa, Mastercard, Discover or American Express.

# **PLACING YOUR ORDER**

Simply shop as you normally would, adding items in any quantity to your cart. You must select the item, the size and the embroidery feature then add the desired quantities to your shopping cart. When you are finished shopping, select "View Cart" from the menu on the left-hand side of the screen and continue the checkout process.

### SHIPPING AND RECEIVING

It is preferred that you ship your order directly to your home. You will be able to enter your address during checkout. The address will automatically be securely saved under your login for future orders.

# **ACCOUNT MANAGEMENT**

You have the ability to view all order history, track orders by order date, view shipments and change your password. In the future, if you have forgotten your password, simply use the "forgot my password" feature or call Arrow Customer Service.

### CANCELLATIONS/RETURNS/EXCHANGES

Embellished products with your company logo cannot be returned except for delivery error or defective merchandise reasons only. Cancellation requests must be made within 24 hours of placing your order. Request can only be made by contacting Arrow Uniform Customer Service. This information is located in the "Contact Us" section located in the bottom right corner of your webpage.