

# Introducing the New SUDDENLINK UNIFORM PROGRAM





# Apparel & Safety Gear Program Overview for: **SuddenLink**

### ORDER PLACEMENT

Locations can place orders online through your new Arrow-Suddenlink dedicated website. In an effort to streamline the process, you can access your website from the link below. If you need your username and password, please contact your dedicated internal support manager, Michelle Baran.



### **HOW IT WORKS**

You'll need to reach the snap site page by visiting **www.suddenlink.arrowuniform.com**. In addition to the website, custom catalogs and fax order forms can also be made available. Please contact your account management to work with you on additional supporting documents.

### **YOUR USERNAME & PASSWORD**

The following information will be utilized for your initial login to the website.

**Username:** Your Username will be your e-mail address. For example, if your name is Brian Dorris, your username is brian.dorris@suddenlink.com

**Password:** All passwords are pre-loaded into our system and randomly assigned. You will be given your password when you login is created.

\*\*Please change the password upon your initial login.\*\*

# **SHIPPING & RECEIVING**

All items will be shipped via UPS. If you are ordering by employee, the employee name will be on the outside of the box. All shipping information will be hard coded based on your locations requirements.

## **EXPECTED DELIVERY**

Due to the potential size and scope of the initial rollout, and based on our history with the selected Union made, American made product, we are anticipating a longer than normal average lead time. Once we gather all of the initial orders, we'll respond with an estimated delivery schedule. Based on the product mix we are anticipating that orders in the initial roll out may take 8 weeks to complete, however, you may receive your orders in partial shipments based on product availability. Arrow will communicate and update your expected delivery via the email submitted on the order.

### **BILLING**

Arrow will hard code all billing based on Suddenlink corporate standards and your location requirements.

### **CONTACT US**

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### Michelle Baran

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