

Ordering Brochures and Materials Online

STEP 1: Go to: **empireeye.com** Click on "FOR DOCTORS." Select Order Brochures and Materials



You will find links to the instructions and ordering website here.

Order Brochures & Materials for Office Use

Order our complimentary brochures & materials for use in your office. When you place your order, a shipping charge will be visible, but you will not be billed.

Instructions for ordering Brochures & Materials can be found here. Please read these first.

To order brochures, business cards, and other materials click here. This takes you to our printer's storefront. Please follow the instructions above.

IF YOU HAVE QUESTIONS OR NEED HELP, PLEASE CONTACT US: KYLE.GEARY@EMPIREEYE.COM



STEP 2: Enter this login ID and password to get into the NWES catalog

		line. Paper. Vision.			
Login ID: physician office		Please Login			
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	Password. eyepitysicians	Password:	Forent your password?		
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			OR Sign Up		
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		If you have trou	ble logging in, please contact our support staff. Phone: 206.768.2655 Email: <u>info@qualitypress.com</u>		
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For customer service please call us at 206.768.2655, or email us at info@qualitypress.com

The next screen defaults to Empire Eye Business Cards with a menu on the left.

Welcome, Physician Office			LOGOUT			
Catalog						
Empire Eye Physicians		Appointment Cards Showing 1 - 6 out of 6 products.				
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	Appointment Cards: Mark Kontos, MD Available: 500	Appointment Cards: Christopher Strubaum, MD	Appointment Cards: Ashlin Strubaum Zarate, OD			
	Packed in 50's	Available: 500	Available: 500			
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STEP 3: Select which items you would like and add them to your cart.

After you have selected all the items you would like, click on "Proceed to Checkout."

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Welcome	Catalog My Acc	count	Shopping Cart	Help	
Welcome, Physician	Office				LOGOUT
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English and Eliter Angle					Change Options
O EM	PIRE EYE				View PDF Proof
Children The way to Breakly	NO SEE THE INVOLUTION				Copy Item
					Remove Item

STEP 4: Shipping Address Options page

Scroll down to "Enter a New Shipping Address." Enter your information, including "Attention:" and click on "Continue." *Please do not save your address to the address book.*

Shipping Address Options

Click a "Ship to..." button for your default shipping address, use your Address Book to choose from a list of locations, or enter a new address for this order below.

ENTER A NEW SHIPPING ADDRESS				
Name/Company:	required			
Attention:				
Address:	(required			
Address 2:				
Address 3:				
City:	required			
State:	Choose a State 🗸			
Zip Code:	(required			
Country:	United States			
Phone:				
Residential:				
Verify:	Verify Address Verify address before proceeding.			
Notification Email: (FedEx Only)				
	Continue \rightarrow			

On the next screen (Shipping), click on "Continue." You will NOT be charged any shipping fees.

Choose your Production Turnar	ORDER SUMMARY		
TURNAROUND OPTION	PRODUCTION TIME		Continue
Inventory Pull Pick, Pack & Ship Inventory	2 business days		Items Ordered:
Choose your Delivery Method:			30 - Busiliess Calus, Mark Kontos, MD
DESIRED METHOD		DELIVERY TIME (?)	
UPS Ground Empire Eye Physicians	6 business days*		
Estimated package weight: 3.5 lbs			

* Estimate shown. Actual transit time depends on distance.



STEP 5: "Payment Method" page

Enter your name and your office name, then click "Continue." You will NOT be charged any payment or shipping fees.

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Welcome Catalog My Account	Shopping Cart He	elp					
Welcome, Physician Office					LOGOUT		
			1	2	3	4	5
			Address:	Shipping	Payment	Review	Finish
	PAYMENT METH	OD		ORDER SU	MMARY		
Enter the inform	nation below to complete the p	payment options for your order.		Conti	nue		
CUSTOMER PO / REFEREN		PROJECT NAME		Items Ordered: 50 - Appointment Cards MD	s: Mark Kontos,		

STEP 6: Review page

Review your shipping address and the item/s you ordered. If everything looks correct, click on "Place Your Order." You will NOT be charged any payment or shipping fees.

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EMPIRE EYE	CHANGING THE WAY YOU SEE THE WORLD EmpireEye.com			F		
Welcome Catalog My Account	Shopping Cart Help					
Welcome, Physician Office		Address	2 Shipping	LOGOUT 3 Payment	4 Review	5 Finish
SHIPPING DETAILS	PAYMENT INFORMATION		ORDER S	UMMARY		
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Shipping Method: Turnaround: Inventory Pull Will Ship: UPS Ground Empire Eye Physicians	et 30					
	PROJECT					
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	SPECIAL INSTRUCTIONS					
NOTE: Entering any special instructions will cau Please be advised this will delay your order goin cut-off time.	ise your order to be reviewed by the next available Customer Services ig into production and is some cases could cause your order to miss th	Representative. e daily shipping				