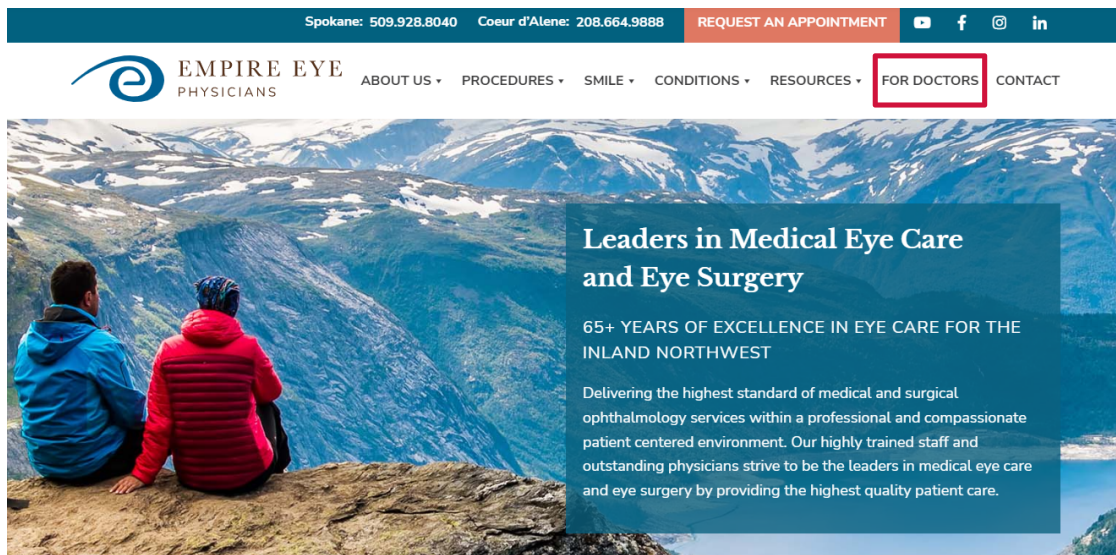


## Ordering Brochures and Materials Online

**STEP 1:** Go to: [empireeye.com](http://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

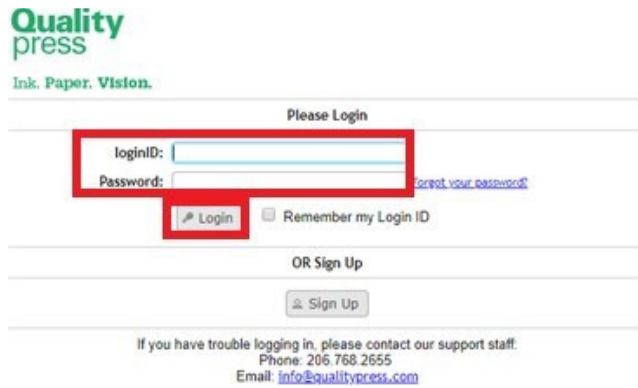
Order our complimentary brochures & materials for use in your office. When you place your order, a shipping charge will be visible, but you will not be billed.

- ➔ [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](mailto:KYLE.GEARY@EMPIREEYE.COM)

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

**Login ID: physician.office**  
**Password: eyephysicians**



Quality Press  
Ink. Paper. Vision.

Please Login

loginID:

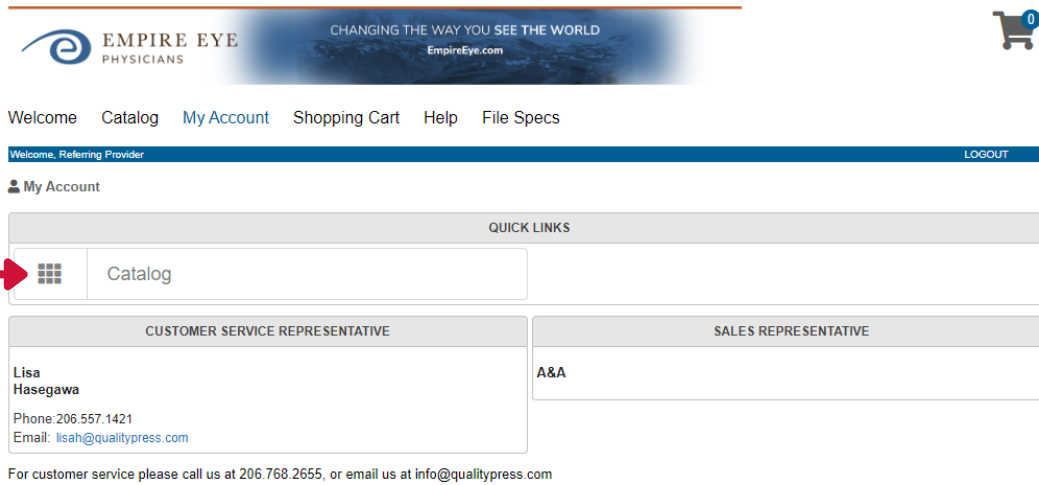
Password:  [forget your password?](#)

Remember my Login ID

OR Sign Up

If you have trouble logging in, please contact our support staff.  
Phone: 206.768.2655  
Email: [info@qualitypress.com](mailto:info@qualitypress.com)

Click on "Catalog"




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Welcome | [Catalog](#) | [My Account](#) | [Shopping Cart](#) | [Help](#) | [File Specs](#)

Welcome, Referring Provider | [LOGOUT](#)

My Account

QUICK LINKS

-  [Catalog](#)

CUSTOMER SERVICE REPRESENTATIVE

Lisa Hasegawa  
Phone: 206.557.1421  
Email: [lisah@qualitypress.com](mailto:lisah@qualitypress.com)

SALES REPRESENTATIVE

A&A

For customer service please call us at 206.768.2655, or email us at [info@qualitypress.com](mailto: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

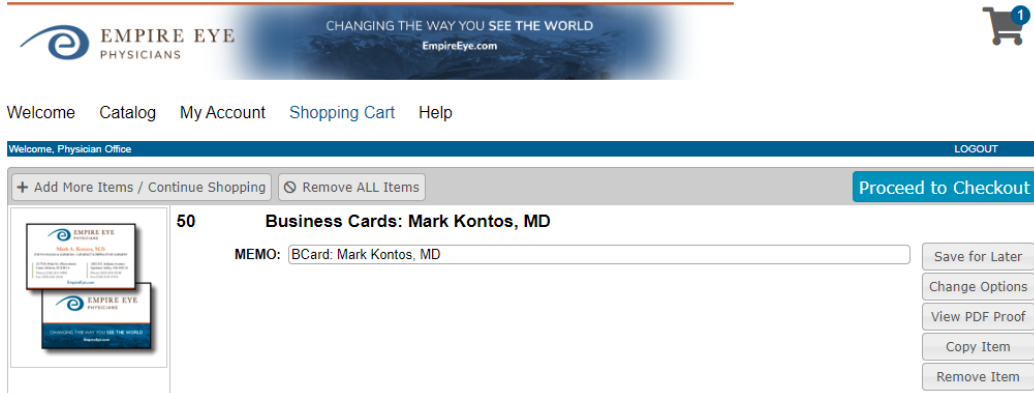
- Inventory
- Appointment Cards
- Brochures
- Business Cards

**Appointment Cards**  
Showing 1 - 6 out of 6 products.

 <b>Appointment Cards: Casey Claypool, OD</b> Available: 500 Packed in 50's	 <b>Appointment Cards: Jason Croskrey, MD</b> Available: 500 Packed in 50's	 <b>Appointment Cards: Ali Heaton, OD</b> Available: 500 Packed in 50's
 <b>Appointment Cards: Mark Kontos, MD</b> Available: 500 Packed in 50's	 <b>Appointment Cards: Christopher Strubaum, MD</b> Available: 500 Packed in 50's	 <b>Appointment Cards: Ashlin Strubaum Zarate, OD</b> Available: 500 Packed in 50's

**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.”



**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:

Attention:

Address:

Address 2:

Address 3:

City:

State:

Zip Code:

Country:

Phone:

Residential:

Verify:  Verify Address Verify address before proceeding.


Notification Email:   
(FedEx Only)

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

Choose your Production Turnaround Time:

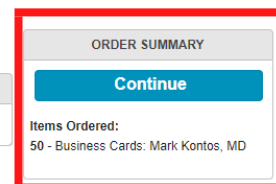
TURNAROUND OPTION	PRODUCTION TIME
<input checked="" type="radio"/> Inventory Pull Pick, Pack & Ship Inventory	2 business days

Choose your Delivery Method:

DESIRED METHOD	DELIVERY TIME 
<input checked="" type="radio"/> 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 Help

Welcome, Physician Office LOGOUT

1 Address: 2 Shipping 3 Payment 4 Review 5 Finish

**PAYMENT METHOD**

Enter the information below to complete the payment options for your order.

CUSTOMER PO / REFERENCE PROJECT NAME

**ORDER SUMMARY**

Continue

Items Ordered:  
50 - Appointment Cards: Mark Kontos, MD

## 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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Welcome Catalog My Account Shopping Cart Help

Welcome, Physician Office LOGOUT

1 Address 2 Shipping 3 Payment 4 Review 5 Finish

**SHIPPING DETAILS**

Shipping Address:

Your Office  
Your Name  
Your address  
Spokane, WA 99201  
US

Shipping Method:

Turnaround: Inventory Pull  
Will Ship: UPS Ground Empire Eye Physicians

**PAYMENT INFORMATION**

Billing Address:

Light Partners  
Accounts Payable  
707 Colby Ave Ste 1200  
Everett, WA 98201-3568

Payment Type:

Net 30

**ORDER SUMMARY**

Place Your Order

Items Ordered:  
50 - Business Cards: Mark Kontos, MD

**SPECIAL INSTRUCTIONS**

NOTE: Entering any special instructions will cause your order to be reviewed by the next available Customer Services Representative. Please be advised this will delay your order going into production and in some cases could cause your order to miss the daily shipping cut-off time.