

## **Online Ordering**

**Fastener Fair**Charlotte Convention Center - Charlotte, North Carolina
May 19 - 20, 2020

Event Code: email phone

G152000520 atlanta@shepardes.com (404) 720-8600 (404) 720-8755

## **Online Ordering is Easy!**

Go to: www.shepardes.com/intro.asp

**CLICK ON** Fastener Fair

Login from the Show Information page by clicking

LOGIN

at the top right corner of the page.

Enter your email address and password then click

Login

**NEW users**: User name = Your Email Address (provided by Event Management)

Password = FF20

*Prior users*: User name = Your Email Address

Password = Your pre-existing password

Don't remember your password? Click the link Forgot your password? and follow the prompts to have your password sent to the registered email address.

Once logged in, please confirm your profile information. If you need to update your information, please contact us at customerservice@shepardes.com

To order, utilize the grey category dropdown menus above the Welcome message.

After making your selections, click the

Add to Cart 📜

button on the bottom right of the page.

To view your order click the

SHOPPING CART

Shopping Cart Icon at the top right of the page.

Confirm your order, click

**Checkout Booth** 

and complete the payment process.

- \* Material Handling estimates will not be charged until freight is received at the warehouse or at show site.
- \* Labor and Hanging Sign estimates will not be charged until services are rendered at show site.

If you need assistance during your shopping experience, contact us using our right side of the screen. Representatives are available Monday through Friday 8am - 5pm est.

**QUESTIONS?** 

We love to help! Contact us!

**Shepard Customer Service** 

(404) 720-8600

atlanta@shepardes.com