

Glennie's Office Products Inc.
Fax to: 760-745-0776
Questions? 760-747-5780 ext 103

eOrder user login request
e-mail to: glen@glenniesop.com

First Name

Last Name

e-mail*

* see privacy policy on website e-mail will only be used to contact users regarding web status

Phone -- ext

Company Name

e-mail order confirmation

Send e-mail confirmation of orders to user when they are placed

Send e-mail confirmation of orders to another person

e-mail address: _____

User may view held orders for (select one)

- This username only
- Orders for user's department only
- All orders for the account

Section B Special Requirements

Account requires purchase order for all orders

Departments require requisition number for all orders

If account uses departmental billing/shipping:

User may order for all departments

or

User may order for these/this departments: _____

If user's orders require approval:

User's orders must be approved by:
login or e-mail address of approver _____

OFFICE USE ONLY

Acct Number:

Login setup: _____ Login verified _____ Notification: _____