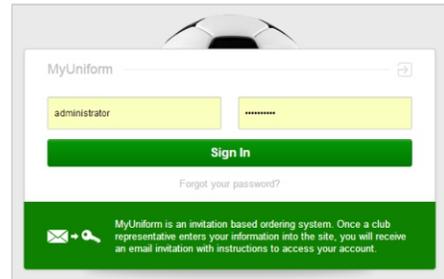




Order Editing Procedures Manual

Sign In

To begin, visit myuniform.soccermaster.com and sign in to your MyUniform account.



Recent Orders

When you return to your MyUniform Dashboard page, your order will be displayed under Your Recent Orders. Orders can be Edited or Cancelled up to your until your order is put in process. If you click on Cancel order you will be asked to confirm and then you will see a refund confirmation at the top of the screen. To Edit an order click on the Edit Order link to the right of your order.

Your Recent Orders				
Order #	Order Date	Amount	Player On This Order	
1163	3/27/2013	\$21.63	Peter Sockett	Edit Order Cancel Order

Editing Orders

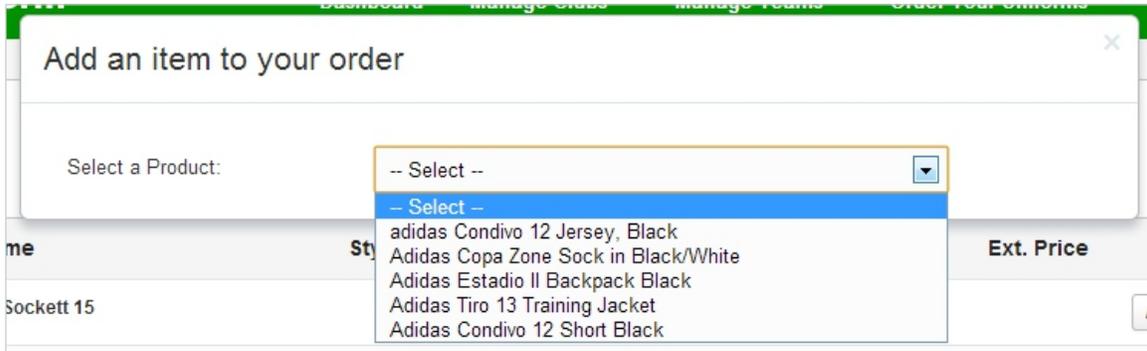
You can edit your quantity to add or remove a portion of an item. Click on the Remove link to remove an entire line. To change the size of an item, you will need to remove the item and then use the Add Item button to add the correct size. As you make changes you will see a note at the top of the screen that the order has a non-zero balance. Click Next Step when done. Refunds will be sent automatically, you will need to enter payment information for and additional charges.

Edit Order - Order #1163

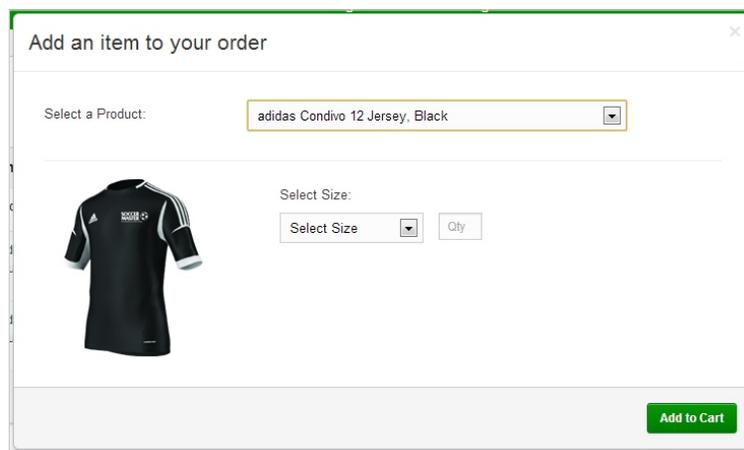
Product Name	Style #	Size	Qty	Price	Ext. Price	
Player: Peter Sockett 15 Add Item						
 adidas Condivo 12 Jersey, Black Number: 15	X19793	Adult Small	<input type="text" value="1"/>	\$0.00	\$0.00	REMOVE
 adidas Condivo 12 Jersey, Black Number: 15	X19793	Youth Small	<input type="text" value="1"/>	\$20.00	\$20.00	REMOVE
Update Quantities						
					Sub Total:	\$20.00
					Tax Total:	\$1.63
					Shipping:	\$0.00
					Total:	\$21.63
Cancel Next Step						

Adding Items

Items can be added to your existing order as a means to edit sizes or add missing pieces. When the Add Item button is clicked you will be prompted to select the item you would like to add to your order.



Once you have selected an item to add you will see the item detail page to select a size and quantity to add to your order. When done, click the Add to Cart button.



Order Payment

The top of the payment screen will display the amount of the payment required to complete your order. You will be able to process your payment with a Soccer Master Gift Card and/or a Credit Card. Once you have entered your Payment Information, click on the Finalize Order button. You will see a confirmation of your updated order.

