#### **Checkout Guide**

1. Once you have selected your group you are free to shop the store and start adding items to your cart! The category of items can be found in the top navigation under the "Shop" tab.



#### Ordering under Artificial Lift? See steps 1.A-1.C.

A.) The Artificial lift page has different cobranded items available. You will see these different brands available on the shop dropdown menu in alphabetical order, followed by the regular item categories.



## WELCOME TO THE ONLINE STORE



ARTIFICIAL LIFT





- B.) When you select one of these categories you will see all the items branded with this business unit's logo and the Champion X Artificial Lift logo.
- C.) On the left-hand side, you will also see the different categories for the different types of items.



2. Once you find your desired item(s) select it. Select the quantity you want and add the item to the cart.



Full Color Ceramic Mug. Large C-handle. Perfect coffee or hot tea mug!

- Ceramic
  Dye sublimation full color graphics
  Full color
  Large C-handle
  Dimensions: 4.5 H x 3.4 W

Item# 6-64-AQ0115E

3. Once an item has been added to the cart it will be reflected in the shopping cart icon in the top right corner.



- 4. Press on the cart icon to view your cart. The cart page will show you the subtotal for your order, the estimated SHIP date for your order, plus all the items in your cart. If it all looks good and you are done shopping, then press on secure checkout to continue to checkout.
  - a. The estimated ship date is the date the order is estimated to leave the online store's facility not the estimated arrival date.
  - b. Items are produced on demand. Production times and delays may occur.





# **CHAMPIONX**

5. Fill in your contact information. Any field with a red asterisk is required to complete the order. Be sure to fill out the CAPTCHA code at the bottom of the page. If you would like a different code, then just press on the letters to receive a new one.

mail Address *		Select Payment Type: Credit Card	
		Credit Card     O PayPal	A 🔜 💳
Attention Name *		○ Gift Certificate	
Tompany Name			
ddress *			
partment, Suite, Etc.			
īty *			
itate/Province *			
Select State	*		
ip/Postal Code *			
Country *			
United States	~		

6. Once done, select your payment method on the top right-hand side. Double check your information. If it all looks right, then press continue.

7. The next step will have you select your shipping options. The shipping options may differ depending on the group that you are ordering under. Select your preferred option and confirm the ship to address is correct.

ontact Information	Edit		
		Order Summary	
		Merchandise Total	\$25.84
hip To	Edit	WE ACCEPT	
rogram 50 gateway blyd			•
Security site.		mastercard Payl	M
oppell, TX US 5019			
-Shipping Options-			
	dress		
Shipping OptionsShipping OptionsShipping Options Free Freight UPS Ground- \$0.00 UPS 1 Business Day Standard- \$26.20 US Abili 2-5 Days- \$6.95 UD5 6 UP5 6	dress		
Impring Method stimated Ship Date July 28, 2021Shipping Options- Free Freight UPS Ground- \$0.00 UPS 1 Business Day Standard- \$26.20 US Mail 2-5 Days- \$6.95 UPS Ground Residential- \$9.40 County *	dress		
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Impring Method Stimated Ship Date July 28, 2021Shipping Options Free Freight UPS Ground- \$0.00 UPS 1 Business Day Standard- \$22.00 US Mail 2-5 Days- \$6.95 UPS Ground Residential- \$9.40 Country*  State *	dress		

NOTE: Free shipping is available for UPS ground. Any expedited method (1 day or 2 day) will have to be paid for.

8. Once you select your shipping option; confirm your billing address. If it is the same as the shipping address you can press on the check box, and it will auto populate for you.

Street Address *		
Country *		
~		
State *		
Select State 🗸		
Zip Code *		
		Г

9. Once you press continue you will see the credit card processing system and a product description of your order at the bottom. If you are ready to complete your order, then type in your credit card info and press submit.

Payment						
Submit your payme	nt details to complete the order	ri				
The credit card will be	processed by TSYS Hosted Pay	ment system				
	\$27.97					
Credit Card Number: Expiration Date: Security Code: ?	MM / YYYY					
Submit	Cancel	Reset				
Product Description				Qty	Unit price	SubTotal
Снатрог	Full Color White Mug 15oz 'O Lift' 6-64-AQ0115E	1		2	\$12.92	\$25.84
				٦		
	SUBMIT ORDER		Back			

10. Once you press submit your order will be finalized. You will receive an order number and order confirmation sent to your email. Make sure to note down your order number. The order will go to the online stores facility to be produced.

If you have any questions, please make sure to reach out to Customer Service department at <u>customerservice@advanced-online.com</u> or call 972-471-5400

### <u>Q & A's</u>

Q: How do I get back to the main landing page with all the groups or select a different group?

A: If you are on a personal order page you will have to select your group from the top right "Sign in" button.



If you are logged into a group, you will have to click on "Account" in the top right and then sign out.



If you are on the sign in page, you can either press on the ChampionX logo in the top left or select a group from the group, drop down menu.



#### Sign in

Group	
ChampionX Admin	~
ChampionX Admin	
ChampionX Artificial Lift Admin	
ChampionX Business Orders	
ChampionX Artificial Lift Business Orders	
Log in	
Forgot Password?	
Forgot Password?	

#### Q: Are there any specials or promotions?

A: Yes! Every month there is a new monthly promotion. At the beginning of each month the graphic below the big ChampionX graphic will be updated with that month's promotion. You can press on this graphic and you will be brought to all the items that qualify for that month's promo. Promotions are only available on personal orders.



Q: I'm in an Artificial Lift business and pressing on the middle graphic for the business unit merchandise but it doesn't do anything?

A: Unfortunately, this graphic is not linked anywhere. Since there are multiple business units this graphic cannot be linked to all of them. To order business unit merchandise press on the top "shop" button and select the business unit you wish to order from.



# **CHAMPIONX**

CS Ferguson rime Pump	UNBRIDLED ESP	Business Accessories	Outdoor/Leisure	
rime Pump				
	UPCO	Gifts, Food & Accessories	Promotional Produ	cts
ro-Rod	Apparel-Men	Golf Products		
heta	Apparel-Women	Headwear		
PION RTIFICIAL LIF	T			
	PION RTIFICIAL LIF	Apparel-Women	heta Apparel-Women Headwear	heta Apparel-Women Headwear

Q: I am in the final step of check out and am unable to complete my order. There is a message that says I have exceeded the spending limit?

A: There is a maximum limit of \$2000 for credit card orders. If you exceed this limit, you will not be able to complete your order. Either go back and adjust your cart or contact customer service at 972-471-5400 or <u>customerservice@advanced-online.com</u>

You have exceeded your spending limit, please contac	t customer service to complete your order.
SUBMIT ORDER	Back