Quick Order Guide

www.greenham.com

From our website homepage www.greenham.com click Sign In.

Please enter your Username and Password.

If you need a reminder please use the Forgotten Password section and enter your email address. A link to reset your password will be sent to you.

Is this the address you need your order delivering to?

To change this address click here.
Welcome, John Smith

Use the **Search** and **Look Up** to select the correct address.

Remember to click **Select** to change the address.

To return to this page at any time please click **Account**.

Click on your **Custom Catalogue** or **Contract Products** to display the available items to order.

Click here to toggle between List View and Image View

To view more information about an item click on the product name in blue or hover over the ‘information’ icon.

From **Contract Products** you can add in the quantity to the end box and add to basket. Click green clipboard to add to My Favourites.
When you have completed your order click **Checkout**.

Or if you need to add more items click **Continue Shopping**.

Please complete a **Contact Name** and **Telephone Number** for delivery.

Once complete click **Continue**.
Once you are happy with the order click **Submit Order**.

If you have an approver in place please click **Send for Approval**.

We have now received your order at your local delivery branch.

**Email Confirmations**

Once your order has been submitted you will receive an Order Confirmation email showing all of the order details. Following this you will receive a Consignment Confirmation email which will include your Ticket Number and details of the branch who will deliver your order.

If you have any queries regarding your order please contact your delivering branch. To find your local branch contact details, please see the Contact Us page online.