



## ONLINE WITH IN-PERSON UNIFORM SALE

Shop online at [FirstUniform.com](http://FirstUniform.com)

**Starts:** Friday April 12th at 9:00 a.m. **Ends:** Monday April 22nd at 9:00 a.m.



**Payroll Deduction** or **Credit Card** payment options available

### To make purchases, follow these instructions:

- Step 1:** Go to [www.firstuniform.com](http://www.firstuniform.com)
- Step 2:** Begin Shopping
- Step 3:** Make selections and "Proceed to Checkout"
- Step 4:** Fill in home address for shipping.

*Make sure to type Novant Health Rowan or Rowan in the "Company" box.*

*Please enter your EMPLOYEE ID# in the "Order Comments: Employee ID" Box  
This information is needed to process the order correctly.*

- Step 5:** Once your physical address, phone number and email addresses are complete, you will select from the Payment Methods below.

**For Credit Card** *select payment method CREDIT CARD and then Follow the instructions on the website to complete your purchase*

#### **FOR Payroll Deduction**

*You must select ROWAN to use payroll deduction.  
\*DO NOT select "Payroll Deduction" from the drop-down menu as your payment option.*

By selecting **ROWAN** - your order will be entered as one pay period automatically on the website, and divided into 3 pay periods when processed.

- There is no postage charge for purchases over \$129.99
- *Reminder: Payroll deduction is available for All Eligible Novant Health Team Members.*
- The payroll deduction limit is \$400.00

**Questions?**  
Call First Uniform's web support at 800-324-5890 ext. 1124

**Check out our new line of Brooks Athletic Shoes and other new items**

#### **Reminder:**

*Upon Separation from Novant Health Rowan any outstanding balance owed will be deducted from final paycheck.  
In addition, if there is any further balance due, employees will be billed.*

**\*In-Person Uniform Sale  
April 17th/18th  
Hospital Main Lobby**