

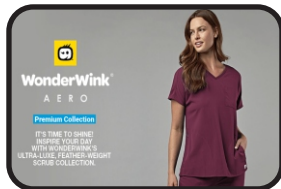


www.firstuniform.com

## ONLINE DURING ONSITE UNIFORM SALE

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

**Starts:** Friday Nov 11th 2022 at 9 a.m. **Ends:** Monday Nov 21st 2022 at 9 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 BSHR in the "Company" box.*

*Please enter your WORKDAY EMPLOYEE# in the "Order Comments: Employee ID" Box*

This information is needed to process the order correctly when using payroll deduction.

- 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 (Workday # not required)*

#### **FOR Payroll Deduction:**

You must select [BSHR PD1](#), [BSHR PD2](#) or [BSHR PD3](#) to use payroll deduction. **\*DO NOT** select "Payroll Deduction" from the drop-down menu as your payment option.

- By selecting [BSHR PD1](#) - 1 Pay Period
- By selecting [BSHR PD2](#) - 2 Pay Periods
- By selecting [BSHR PD3](#) - 3 Pay Periods

- There is no postage charge for purchases over \$129.99

• **Reminder: Payroll deduction is available for All Eligible BSHR employees.**

- The payroll deduction limit is \$300.00

• **QUESTIONS** about shopping on-line? Please call First Uniform's web support at 800-324-5890 x 1124

Any outstanding balance owed at the time of separation from BSMH will be deducted from final paycheck. In addition, if there is any further balance due, employees will be billed.

On-site uniform and shoe sale is  
Nov 15-16, 2022  
in Conference Room B  
at Bon Secours  
Maryview Medical Center.

Day 1 = 10:00am until 10:00pm  
Day 2 = 7:00am until 2:00pm