

HOW DO I?

Use Customer Relationships During Checkout?

Login to iStore

Place items in Shopping Cart and click the Checkout button.

To choose a Ship To address from a Related Customer:

Under Ship To:

Click the Select button on the right side of the page next to the Ship to Customer field:



Checkout: Shipping Information

Time Zone (GMT-05:00/-04:00)Eastern Time

* Indicates required field

Cancel

Actions

Save Cart

Go

Step 1 of 3

Next

Shipping Method:

* FEDEX GROUND

- All freight charges will be added to the invoice once the order is shipped.
- Ground orders placed by 1 pm, and expedited orders placed by 6 pm will be shipped the same business day. Our standard shipping method is FedEx Ground. If you prefer that we use your FedEx account, please include your account number in the shipping instructions box.

Ship To

* Ship to Customer: HILLCREST HOSPITAL

Select

Ship to Contact: Fred Osicka
216-448-8373
OSICKAF@CCF.ORG

Select

Clear

* Ship To Address: 6780 MAYFIELD RD
MAYFIELD HEIGHTS, OH 44124
UNITED STATES

Select

Shipping Details

Shipping Instructions:

Packing Instructions:

Cancel

Actions

Save Cart

Go

Step 1 of 3

Next

Next you will see a Search and Select: Ship to Customer page:

Search and Select: Ship to Customer

Cancel

Search

Search For: Organization

Account Number:

Go

Select	Customer Name	Account Number
	No search conducted.	

Cancel

Here you can search for related customers by Customer Name(note: you can use the % symbol as a wildcard as shown above) and also by Account Number.

Search for appropriate related customer here and click Select button once you have found it.

This will add the Related Customer to the Cart as shown below:

Checkout: Shipping Information

* Indicates required field Cancel **Actions** Step 1 of 3

Shipping Method:

*

- All freight charges will be added to the invoice once the order is shipped.
- Ground orders placed by 1 pm, and expedited orders placed by 6 pm will be shipped the same business day. Our standard shipping method is FedEx Ground. If you prefer that we use your FedEx account, please include your account number in the shipping instructions box.

Ship To

* Ship to Customer: CLEVELAND CLINIC

Ship to Contact: No Selected Contact

* Ship To Address: 9500 EUCLID AVE
CLEVELAND, OH 44195
UNITED STATES

Shipping Details

Shipping Instructions:

Packing Instructions:

Cancel **Actions** Step 1 of 3

Next click on the Select button next to Ship to Address field to choose from the Related Customer's Ship to Addresses:



Checkout: Shipping Information

* Indicates required field

Cancel Actions Save Cart Go Step 1 of 3 Next

Shipping Method:

* FEDEX GROUND

- All freight charges will be added to the invoice once the order is shipped.
- Ground orders placed by 1 pm, and expedited orders placed by 6 pm will be shipped the same business day. Our standard shipping method is FedEx Ground. If you prefer that we use your FedEx account, please include your account number in the shipping instructions box.

Ship To

* Ship to Customer: CLEVELAND CLINIC Select

Ship to Contact: No Selected Contact Select

* Ship To Address: 9500 EUCLID AVE
CLEVELAND, OH 44195
UNITED STATES Select

Shipping Details

Shipping Instructions:

Packing Instructions:

Cancel Actions Save Cart Go Step 1 of 3 Next

Then Select from the list of Ship to Addresses to find the correct one:

Search and Select: Ship to Address

Ship to Customer: CLEVELAND CLINIC

Cancel Select

Search

Country: United States

View by: Ship To Customer's Addresses Go

Results

Select	Address	Primary	Address Type
<input type="radio"/>	9500 EUCLID AVE CLEVELAND, OH 44195 UNITED STATES	Ship To	✓
<input type="radio"/>	9500 EUCLID AVE CYTOLOGY DEPT ANATOMIC PATHOLOGY L25 CLEVELAND, OH 44195 UNITED STATES	Ship To	
<input type="radio"/>	9500 EUCLID AVE MICROBIOLOGY L40 CLEVELAND, OH 44195 UNITED STATES	Ship To	
<input type="radio"/>	2035 E 86TH ST CLEVELAND, OH 44106 UNITED STATES	Ship To	
<input type="radio"/>	9500 EUCLID AVE CRILE BLDG STE A10 CLEVELAND, OH 44195 UNITED STATES	Ship To	
<input type="radio"/>	2045 E 89TH ST CLEVELAND, OH 44106 UNITED STATES	Ship To	
<input type="radio"/>	6801 BRECKSVILLE RD INDEPENDENCE, OH 44131 UNITED STATES	Ship To	
<input checked="" type="radio"/>	2110 E 96TH ST CLEVELAND, OH 44195 UNITED STATES	Ship To	
<input type="radio"/>	2119 EAST 93RD ST PATHOLOGY & LABORATORY MEDICINE BLDG CLEVELAND, OH 44106 UNITED STATES	Ship To	
<input type="radio"/>	7060 WAYSIDE DR		

This will add the Ship to Address to the cart:



Checkout: Shipping Information

* Indicates required field

Actions Step 1 of 3

Shipping Method:

*

- All freight charges will be added to the invoice once the order is shipped.
- Ground orders placed by 1 pm, and expedited orders placed by 6 pm will be shipped the same business day. Our standard shipping method is FedEx Ground. If you prefer that we use your FedEx account, please include your account number in the shipping instructions box.

Ship To

* Ship to Customer: CLEVELAND CLINIC

Ship to Contact: No Selected Contact

* Ship To Address: 2110 E 96TH ST
CLEVELAND, OH 44195
UNITED STATES

Shipping Details

Shipping Instructions:

Packing Instructions:

Actions Step 1 of 3

To choose a Bill To address from a Related Customer:

- Redo this same exact process on Step 2 of Checkout.