

Hello from  !

It is with great pleasure that we are writing to you today to notify you of your ability to now access your account online using SES's new Online Ordering website. At SES, we know how valuable your time is and we are constantly thinking of new ways to improve our business partnership with you.

Many customers have requested online ordering and after a long tedious process it is now available. For the last two years we have been compiling, building, and testing the site for you.

The SES Online Ordering Web Site Offers Real-Time Information To Our Current Customers Online*

Features:

- Check your account status - invoices, open orders, product purchase history and more.
- Print orders
- View current product specials
- Drill down to specific invoices in aging
- Create favorites
- Create "order forms" for those products you order regularly.
- Learn about product discontinuations, upgrades, price changes and more.

Once you have completed the information on the attached form and mailed, faxed or submitted online, you will receive a customer welcome packet via e-mail from SES. The email will consist of the following items:

1. Link to an Online Tutorial
2. Username and Password
 - a. ***Please safeguard your username and password and create additional usernames and passwords for additional employees.***
 - i. This extra precaution is to prevent account tampering, and to provide quick access to remove additional unauthorized users promptly.
3. Brief Instructions on how to log in for the first time.
4. Confidentiality Reminder (regarding sharing SES, Inc. business information with other distributors and end-users)
5. Please make sure you have added sales@sesonline.com to your safelist.

Why you should use SESEonline.com Online Ordering:

- Save time - Place your order online.
- It's safe and secure and only available to SES customers.
- Fast, reliable information to help keep your business up to speed

Additional Important Details:

- Online orders will be placed using your current account terms.
 - You may still be contacted via phone or email by an SES representative.
 - Using sesonline.com creates online orders (not online purchasing).
 - Currently we are not able to process credit cards online.

If you have further questions please email or call the corporate office or your salesperson for additional information. Thanks for being a loyal customer. And we look forward to serving you in this new way.

Best regards,



Your SES Sales Team

**Customer status and restricted access is for your protection. The internet is a wonderful place to research pricing and products; however we want to protect your price integrity from end-users. You can still call your salesperson or your customer service representative in the corporate office during normal business hours (730a -530p Central Time). Our primary focus is to supply you with all the tools necessary to assist in our business partnership. The added convenience of researching products for bid after hours or reviewing and printing previous invoices once you receive your statement will ultimately save you time and money while giving you access to all the information you may need to answer questions you may have after hours and putting the information in your hands when you are ready to call your sales rep or customer service representative.*



SES Online Ordering Registration Form



If you are an SES **customer** and would like to participate in SES's secure online ordering service, please complete the form below. If you qualify, an SES representative will contact you shortly. Please note: For security reasons, it may take up to 10 business days to receive your password. If you do not hear from us within 10 business days, please call: (800) 325-0221 ext. 265 and ask for Katie Hall, to inquire about your access status.

Information collected via this form will only be used to confirm your SES account status and process your SES Online Ordering registration request. For further information please read our [privacy statement](#) and [terms of use](#).

Customer Information *(*all starred items required)*

*Referred By _____ *SES Account # _____

*Company Name _____

*Principal First Name _____ *Principal Last Name _____

*Address _____ *City _____ *State _____ *Zip _____

*Phone _____ *Fax _____ *Email _____

*Job Title _____ *Password _____

(Minimum of 8 alphanumeric characters)

Additional Authorized Users:

#2) _____
Name Title Email Password

#3) _____
Name Title Email Password

#4) _____
Name Title Email Password

#5) _____
Name Title Email Password

Confidentiality Agreement

Your access to the system is with SES's permission and all information is to be treated as "confidential." Your company assumes complete responsibility for decisions made or actions based upon the information obtained using SES Online Ordering (SES Online Information System). SES agrees to use reasonable efforts to maintain the availability of SES Online Ordering and shall have no liability for the interruption in the operation of SES Online Ordering. SES reserves the right to terminate this SES Online Ordering access and remove all or any portion of the system at any time.

Yes, I have read the Confidentiality Agreement and understand that by initialing below I am acknowledging my acceptance.

_____ *please initial*

I _____ acknowledge that it is my sole responsibility as principal of

Full name

_____ to notify SES of any changes of access privileges in regard to my personnel.

Company Name

Owner Signature

Date

Printed Name

Title

Please fax back to 314-298-4110 for processing of online ordering requests only.

Owner Username _____ U2 _____ U3 _____ U4 _____ U5 _____

Branch _____ App Group _____ S# _____ A/R Rep _____

Approval Date _____ Added to HIP _____ Email Sent _____ Tutorial Sent _____

SES OFFICE USE ONLY