

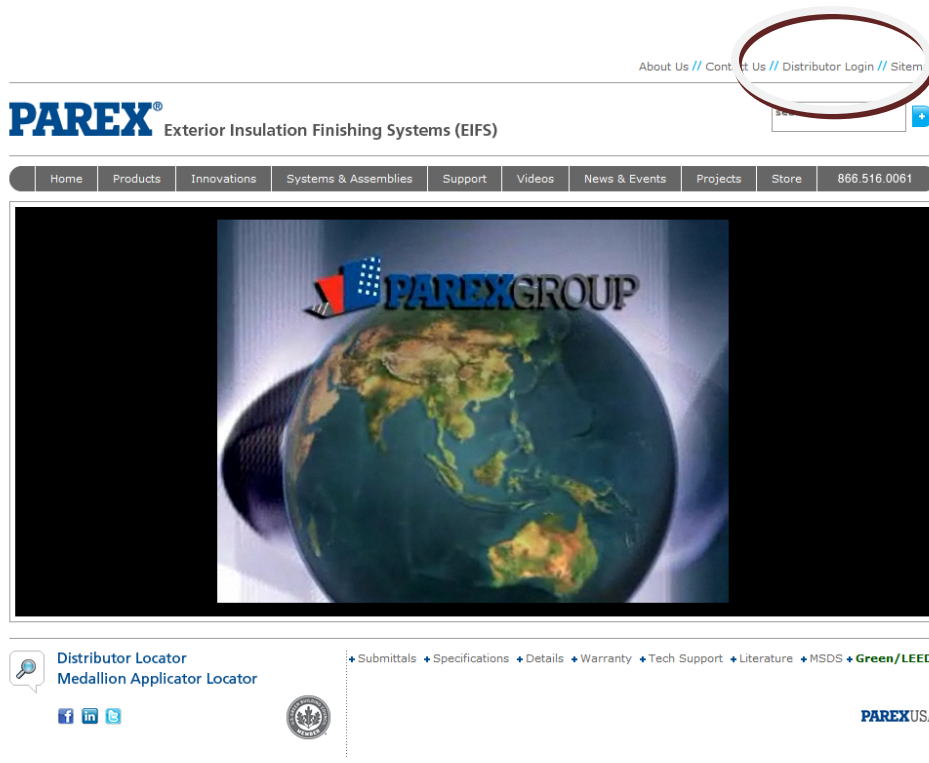
28 January 2011

To: Parex USA Distributors

From: Sample and Color Lab

Re: Sample Ordering Interface Overview

An online sample ordering and tracking interface can be found on all of the branded Parex USA websites. To access this portal, the distributor must login through the [Distributor Login](#) in the upper right hand corner on any of the Parex USA branded websites.



After clicking the Distributor Login, the distributor must enter his/her username and password. Distributors can request access to the gateway through their sales rep.

Distributor Login

- + Submittals
- + Specifications
- + Details
- + Warranty
- + Tech Support
- + Literature
- + MSDS
- + Green/LEED

Please enter your **Distributor Login ID** and **Password**.

Distributor Login ID:

Password:

Once logged into the gateway, the [sample order interface link](#) can be found near the bottom of the Distributor Tools. Note: the Gateway may look different depending on the brands that the Distributor carries.

Distributor Login

- + Submittals
- + Specifications
- + Details
- + Tech Support
- + Green/LEED
- + Literature
- + MSDS

Distributor Tools

- [Archived Systems and Assemblies](#)
- [NEW Online Color Formula Search Engine](#)
- [Online Color Formula Search Engine](#)
- [Company Store](#)
- [Literature Order](#)
- [Distributor Contact](#)
- [PCLA Testing](#)
- [Sample Order Interface](#)
- [Warranties](#)

Downloadable Forms

- [Medallion Applicator Nomination Form](#)
- [Medallion Applicator Profile Form](#)
- [AIA / CES Program Completion Form](#)
- [EIFS Warranty Request Form](#)
- [Stucco Warranty Request Form](#)
- [ACF Warranty Request Form](#)
- [Project Profile Submission Form](#)

Parex Presentations

- [The Parex Brand](#)
- [Who is Parex USA](#)

Once into the Sample Order Interface, a sample List view is shown. This list shows all of the samples that have been entered for that distributor login. On this page, the status of the sample is shown and tracking number if the sample is being shipped. All samples are shipped via FedEx ground. The FedEx number can be select and clicked to track the package.

There are three (3) status types:

New: Has not been opened by the Sample and Color Lab

Open: The appropriate lab to fill the order has started working on the sample request

Closed: The samples have been completed and shipped.

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Distributor Locator Medallion Applicator Locator **Sample Order Form**

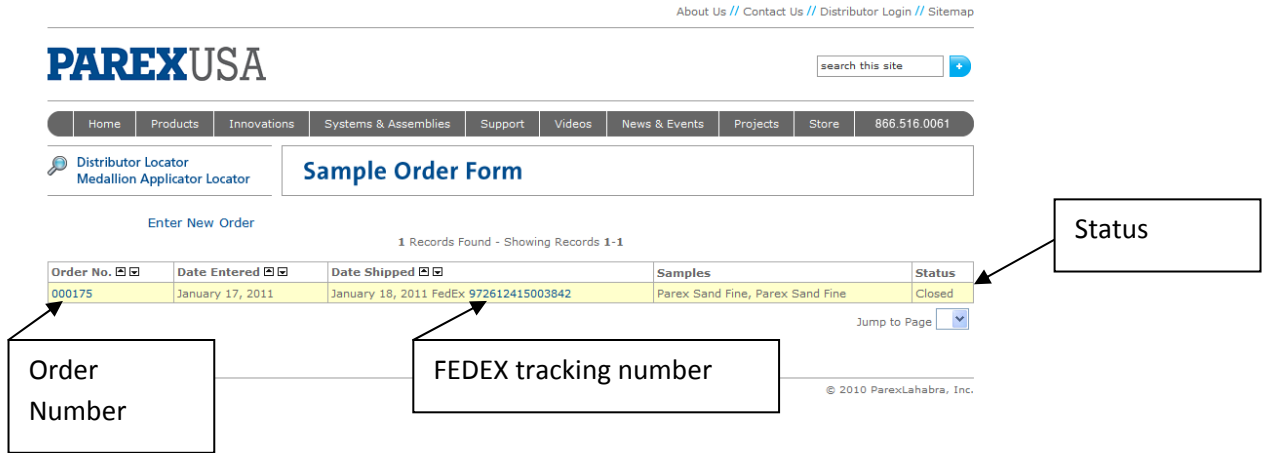
Enter New Order

1 Records Found - Showing Records 1-1

Order No.	Date Entered	Date Shipped	Samples	Status
000175	January 17, 2011	January 18, 2011 FedEx 972612415003842	Parex Sand Fine, Parex Sand Fine	Closed

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To enter a new order click “Enter New Order”. This will bring a new screen up asking for information about the samples and where the samples are going to be sent.

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Distributor Locator Medallion Applicator Locator **Sample Order Form**

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The order form is divided into four (4) parts.

A: Distributor information: This area will be filled out automatically from the information on file at Parex USA.

B: Shipping information: If the button for “send to distributor” is selected, the distributor information is automatically filled in the area. If there are any missing fields, please complete them before the sample is submitted.

“Ship sample to:” can be selected if the sample is to be shipped directly to another person. All fields must be completed for proper delivery.

“I will Pick Up samples at:” can be selected when the samples will be picked up at one of our manufacturing plants with a sample lab.

C: Project Name and Location section is used for a reference point when referencing the samples created. Samples can be searched based on the information in this area.

Note: All red asterisks, *, must be filled out before the sample can be submitted.

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[Distributor Locator](#) [Medallion Applicator Locator](#) **Sample Order Form**

[Return to List View](#)

<p>A</p> <p>DISTRIBUTOR:</p> <p>*Name: <input type="text" value="Your Distributor Name"/></p> <p>*Location: <input type="text" value="Distributor Location"/></p> <p>*Phone: <input type="text" value="Distributor Number"/></p> <p>*Email: <input type="text" value="Distributor Email"/></p>	<p>PROJECT NAME & LOCATION:</p> <p>*Name: <input type="text"/></p> <p>*City: <input type="text"/> *State: <input type="text"/> Zip: <input type="text"/></p> <p>*Sample Recipient: <input type="text"/></p>	<p>C</p>
<p>* <input type="radio"/> Ship Samples To Distributor</p> <p><input type="radio"/> Ship Samples To: <input type="radio"/> I Will Pick Up Samples At:</p>		
<p>B</p>	<p>*Name: <input type="text"/></p> <p>*Address: <input type="text"/></p> <p>*City: <input type="text"/> *State: <input type="text"/> *Zip: <input type="text"/></p> <p>*Phone: <input type="text"/></p>	
<p>D</p>	<p>Sample Selection: You may add sample selections to this order. To begin, select a brand.</p> <p>Select Brand: <input type="text"/></p>	

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Section D is where samples are selected and entered. Multiple samples can be entered on one order when they are going to the same location, Section B. The first thing that must be selected when entering a sample is the Brand of the sample. Available Brands in the drop down, will be based on the material that the distributor can sale. If a Brand or samples are missing, please contact your sales rep.

Sample Order Form

[Return to List View](#)

DISTRIBUTOR:

*Name:
*Location:
*Phone:
*Email:

PROJECT NAME & LOCATION:

*Name:
*City: *State:
*Sample Recipient:

Ship Samples To Distributor
 Ship Samples To: I Will Pick Up Samples At:

*Name:
*Address:
*City: *State: *Zip:
*Phone:

Samples Needed By:

Sample Selection: You may add sample selections to this order. To begin, select a brand.

Select Brand:

After the Brand is selected, a new drop down appears with the type of sample.

Sample Order Form

[Return to List View](#)

DISTRIBUTOR:

*Name:
*Location:
*Phone:
*Email:

PROJECT NAME & LOCATION:

*Name:
*City: *State:
*Sample Recipient:

* Ship Samples To Distributor
 Ship Samples To: I Will Pick Up Samples At:

*Name:
*Address:
*City: *State: *Zip:
*Phone:

Samples Needed By:

Sample Selection: You may add sample selections to this order. To begin, select a brand.

Select Brand: Select Type: Select Sample:



After the Brand and Type of sample has been selected, a new drop down appears with the available samples (textures/systems). Even if it is a non-Standard Parex USA color, select the texture /system that is needed.

Sample Order Form

[Return to List View](#)

DISTRIBUTOR:

*Name:
*Location:
*Phone:
*Email:

PROJECT NAME & LOCATION:

*Name:
*City: *State: Zip:
*Sample Recipient:

Ship Samples To Distributor
 Ship Samples To: I Will Pick Up Samples At:

*Name:
*Address:
*City: *State: *Zip:
*Phone:

Samples Needed By:

Sample Selection: You may add sample selections to this order. To begin, select a brand.

Select Brand: Select Type: Select Sample:

- Parex Elastomeric Coating
- Parex Flexfine
- Parex Flexsand
- Parex Flexswirl
- Parex Flexstex
- Parex Multi-Texture
- Parex Sand Coarse
- Parex Sand Fine
- Parex Sand Smooth
- Parex Swirl Coarse
- Parex Swirl Fine
- Parex DA boards

After the Brand, Type and Sample have been selected, a color needs to be chosen, size/form, and quantity. From the list the following may be selected

Standard color

no preference of color

Custom:Comment: In the comment line please add the match desired, e.g. Benjamin Moore Moonshine

Physical sample: After submitting the sample, a window will pop-up with additional information for the physical sample match. E.g. where to send the sample and requesting a copy of the sample order form.

Add a comment is for the distributor to give the sample lab additional information that is not captured on the form in other places.

Sample Order Form

[Return to List View](#)

DISTRIBUTOR:

*Name:
*Location:
*Phone:
*Email:

PROJECT NAME & LOCATION:

*Name:
*City: *State: *Zip:
*Sample Recipient:

* Ship Samples To Distributor
 Ship Samples To: I Will Pick Up Samples At:
*Name:
*Address:
*City: *State: *Zip:
*Phone:

Samples Needed By:

Sample Selection: You may add sample selections to this order. To begin, select a brand.

Select Brand: Select Type: Select Sample:
Select Color: Quantity: Select Size: 8x8 Wet Formula(only)
Add a Comment:
[Add Another Sample](#)

Once the Submit button has been clicked, the order is sent to the appropriate lab. The order may be modified up until the point the lab opens the order form.