

PROMOTIONAL PRODUCTS Quoting & Ordering

When quoting promotional products, there are a couple of bits of information that will make it 100% easier, and will also prevent a bunch of back and forth with your client.

The Ineffective Method

"My client is looking for some mugs/pens/things. Can you get me a quote?"

The simple answer to that question is "No."

The MUCH MORE Effective Method

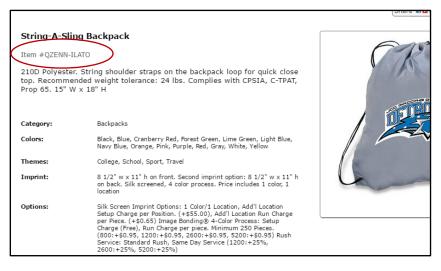
Either you or your client need to be more specific. It is best when you find out exactly what they are looking for.

When a client wants something, it is best to push them to the site:

www.visiondoesit.com/promotional-products

Searching for a product is very easy.

Once a product has been identified, send the ITEM ID to Chris Dalley:



See. That was easy.

Now, the following bits of information will eventually need to be known:

- Quantity
- Color
- Imprint information

In order to send your client a proof, we will need a vector art file of their logo, or whatever their imprint will be.



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The Process

- 1. Send me the item ID.
- 2. Once you send me the Item ID, I can probably send a system-generated presentation/quote to you. If I need any additional information to generate, I'll ask you for it.
- 3. When your client is ready to move forward, they will need to send me their vector art of whatever their imprint will be.
- 4. I'll set up a PO with the CSRs for this purchase.
- 5. I will send a request for a proof.
- 6. I will receive a proof.
- 7. You or I will send the proof to your client.
- 8. Once approved, I will submit the order and we can either send the products to our warehouse or directly to the client.