

SECTION:	Commercial		
POLICY #:	CO9	PAGE:	1 of 1
SUBJECT:	Retailix Store Ordering Policy		
DATE:	4/06	SUPERSEDES:	None

- TITLE:** CO9, Retailix Store Ordering Policy
- POLICY:** Orders for Retailix Store and HQ and related products and its attending SMS has a specific process.
- SCOPE:** All StoreNext dealers, Field Sales Personnel, Corporate Credit Managers, Order Entry, Contracts.
- PROCEDURES:** Regarding ordering Retailix Store, Retailix HQ, related products and their associates Software Maintenance and Support:
1. Complete the following documents when submitting the StoreNext order form for these products:
 - 1.1. StoreNext Store Order
 - 1.2. Site Survey
 - 1.3. RTI Signs/Label Information Sheet
 2. The most recent versions of these documents are available on the StoreNext Dealer Support Web site at www.StoreNext.com/Dealer/Enterprise
 3. Each of the aforementioned documents must contain sufficient detail to enable processing of the sales order.
 - 3.1. Detailed instructions for completing the StoreNext Store Estimator are available within the StoreNext Store Order Form.
 - 3.1.1. Any questions for processing an order can be directed to your StoreNext Area Manager or StoreNext Order Entry
 4. The dealer must sign the StoreNext Store Software and SMS Order sheet within the StoreNext Store order.
 5. The order and accompanying documents must be submitted to StoreNext Order Entry as described in Policy [CO1](#).

