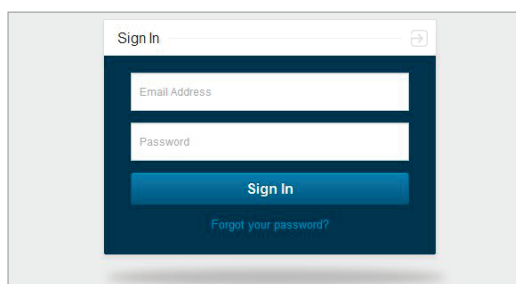
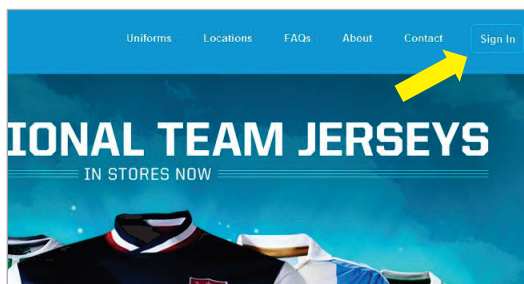




# Order Editing Procedures Manual

## Sign In

To begin, visit [www.stefanssoccer.com](http://www.stefanssoccer.com) and sign in to your MyUniform account.



## Recent Orders



When you return to your MyUniform Dashboard page, your order will be displayed under Your Recent Orders. Orders can be Edited or Cancelled up to your Team's deadline date. If you click on Cancel order you will be asked to confirm and then you will see a refund confirmation at the top of the screen. To Edit an order click on the Edit Order link to the right of your order.

Your Recent Orders				
Order #	Order Date	Amount	Player On This Order	
1017	6/14/2012	\$0.00	Ryan Sockett	<a href="#">Edit Order</a> <a href="#">Cancel Order</a>

## Editing Orders

When you return to your MyUniform Dashboard page, your order will be displayed under Your Recent Orders. Orders can be Edited or Cancelled up to your Team's deadline date. If you click on Cancel order you will be asked to confirm and then you will see a refund confirmation at the top of the screen. To Edit an order click on the Edit Order link to the right of your order. You can edit your quantity to add or remove a portion of an item. Click on the Remove link to remove an entire line. To change the size of an item, you will need to remove the item and then reorder the correct size. As you make changes you will see a note at the top of the screen that the order has a non-zero balance. Click Next Step when done. Refunds will be sent automatically, you will need to enter payment information for and additional charges.

### Edit Order - Order #1017

Product Name	Style #	Size	Qty	Price	Ext. Price	
Player: Ryan Sockett 9						
 adidas Tiro 11 Jersey, Purple	V39869	Youth Small	<input type="text" value="1"/>	\$0.00	\$0.00	<a href="#">REMOVE</a>
 adidas Tiro 11 Short, Purple Number: 9	O07500	Youth Medium	<input type="text" value="1"/>	\$0.00	\$0.00	<a href="#">REMOVE</a>

[Update Quantities](#)

Sub Total:

Tax Total:

Shipping:

Total:

\$0.00

\$0.00

\$0.00

\$0.00

Cancel

Next Step

## Order Payment

The top of the payment screen will display the amount of the payment required to complete your order. You will be able to process your payment with a Stefans Gift Card and/or a Credit Card. Once you have entered your Payment Information, click on the Finalize order button. You will see a confirmation of your updated order.

### Order Detail - Order #1020

This order requires an additional payment of \$27.00 which can not be made on the existing payment method. This order has NOT YET been updated.




#### Stefans Gift Card

Card #

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#### Applied Gift Cards

#### Credit Card Information

Credit Card Type

Card Number

Expiration Date

CVV