**Alliant Energy**

**PMS or Hex color scheme**

Darker Blue: #1C86C8  
Lighter Blue: #22AAE2

Yellow: #FAE90C

Orange: #FBB01A

Green: #73BF45

White

**Vector Files for Logo’s**

Art is still working on banner & Images – I’ll drop those in your google drive as soon as ready and will e-mail you

**Site Access**

The site should be password protected - so must go thru logon page before they can get into the store.

We will be setting up an Anonymous User and they intend to have employees access the site via intranet.

**Home Page Text**

ABOVE the categories we’d like the text:

Orders placed between XXX and YYY will ship on ZZZ

Orders placed between AAA and BBB will ship on CCC

BELOW the categories we’d like the text:

All of the items featured on this site are made-to-order just for you, so we appreciate your understanding that returns and exchanges are not accepted except in the case of defective product.

**Footer**

Standard Top footer

**Info for “Help” Page**

Customer Service

If you have any questions about your order, please contact Top Promotions at: 608-826-6990 or via e-mail at [webservices@toppromotions.com](mailto:webservices@toppromotions.com). Office hours are Monday-Friday 8am-5pm CST.

Product Delivery

Orders placed between XXX and YYY will ship on ZZZ

Orders placed between AAA and BBB will ship on CCC

If you have been notified of an item on backorder, any other items on your order will still be shipped on schedule and the back ordered item will be shipped as soon as it becomes available.

Returns/Exchanges

All of the items featured on this site are made-to-order just for you, so we appreciate your understanding that returns and exchanges are not accepted except in the case of defective product.

Sizing

Each product features a size chart to help you select the size best suitable for you.

Payment

A credit card must be used at the time of purchase

View our Terms & Conditions (Terms & Conditions should be a hyper link to the T&C page – which is already in our themes database with Four51).

**View Cart:**

*All of the items featured on this site are made-to-order just for you, so we appreciate your understanding that returns and exchanges are not accepted except in the case of defective product.*

Orders placed between XXX and YYY will ship on ZZZ

Orders placed between AAA and BBB will ship on CCC

**Logon Page:**

Please note that this shopping system validates usernames across all stores (not just UW Health) so when creating a new account, you may receive a message that the username you selected already exists and to choose another.

Returning Users, if you have forgotten your User ID or Password, use the Forgot User ID/Forgot Password link to re-set. Creating a new account will not carry forward any special permissions that may be associated with your original username. If you have any questions, please contact Customer Service at 608-826-6990.

**Billing Page:**

Please provide as the billing address the address where your credit card statement is received.

A pre-authorization will occur on your credit card at the time the order is placed. Your card will be charged on the day that the order ships.

**Confirmation Page:**

Please review your order for accuracy.

If you have purchased items that are on backorder, please note that any items currently available will be processed and shipped; the backorder will be shipped separately. If you receive notice of a backorder and wish to instead cancel that portion of your order, please contact Customer Service at 608-826-6990 or [webservices@toppromotions.com](mailto:webservices@toppromotions.com). Please have your original order number available.