

Elevate Brands.
Accelerate Performance.



Retail Branding and
Information Solutions



User Guide

Avery Dennison Online Ordering Solution for VINCE



Retail Branding and
Information Solutions

May 2019

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Requesting a New WCS Account

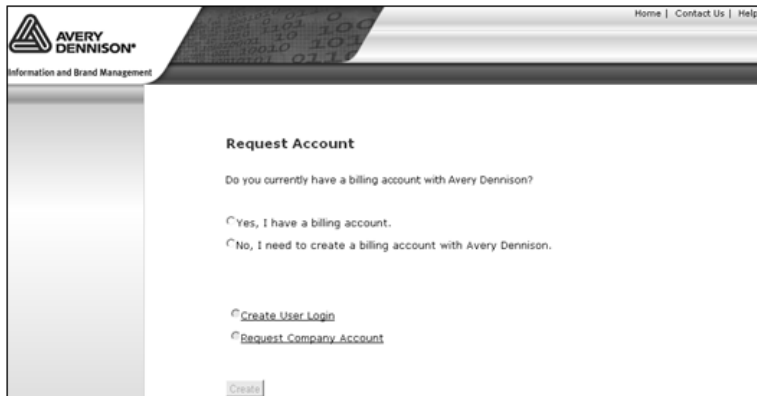
Before you can access the web ordering system, you must request a user account by completing the following steps.

- 1 Enter <http://www.webservices.averydennison.com> into the web browser. The below page appears:



The screenshot shows the Avery Dennison Web Services Login page. At the top left is the Avery Dennison logo with the tagline "Information and Brand Management". At the top right are links for "Home | Contact Us | Help". The main heading is "Avery Dennison Web Services Login". Below this is the instruction "Please Enter your Username and Password to Login". There are two input fields: "Username" and "Password". Below the fields is a "Sign In" button. At the bottom, there are two links: "Register Customer Login" (highlighted with a red box) and "Forgot Your Password?".

- 2 Select **Register Customer Login**. The below page appears:



The screenshot shows the "Request Account" page. At the top left is the Avery Dennison logo with the tagline "Information and Brand Management". At the top right are links for "Home | Contact Us | Help". The main heading is "Request Account". Below this is the question "Do you currently have a billing account with Avery Dennison?". There are two radio button options: "Yes, I have a billing account." and "No, I need to create a billing account with Avery Dennison.". Below these are two links: "Create User Login" and "Request Company Account". At the bottom is a "Create" button.

3. Select **No, I need to create a billing account with Avery Dennison.**

NOTE: If you already have an account with Avery Dennison it will be linked on the back-end of the system.

4. After selecting either option, both the **Request User Login Name** and **Request Company Account** options become available.
5. Select **Request Company Account**.
6. Click **Create**.

Company Registration

After selecting Request Company Account, you are redirected to the below page:

The screenshot shows the Avery Dennison Company Registration form. The header includes the Avery Dennison logo and the text 'Information and Brand Management'. The form is divided into three main sections: Company Registration, Billing Information, and Shipping Information. Each section contains various input fields for personal and company details, including names, addresses, phone numbers, and email addresses. There are also radio buttons for 'Printing' and 'Primary Billing Account', and dropdown menus for 'Preferred Language', 'Preferred Currency', and 'Country'. At the bottom of the form, there are two buttons: 'Submit Request' and 'Cancel Request'.

Company Registration

*First Name:
*Last Name:
*Email:
*Company Name:
*Brand/Retailer Site:
*Printing: Inplant Service Bureau Both
*Supplier Code:
*Preferred Language:
Preferred Currency:
Other Info:

Billing Information

*Primary Billing Account: Yes No
*Company Name:
*Address1:
Address2:
Address3:
*Country:
State/Province:
*City:
Zip/Postal Code:
*Phone Number:
Fax Number:
*Contact Name:
*Email Address:

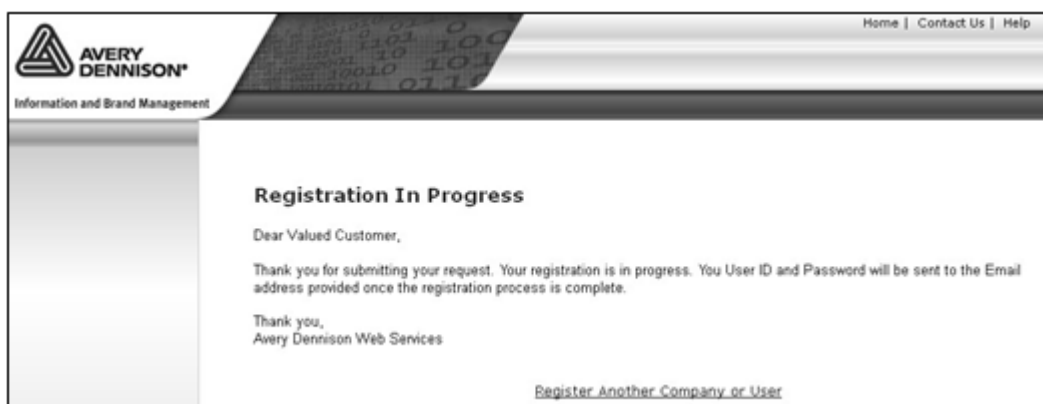
Shipping Information

Same as Billing Information
*Contact Name:
*Address1:
Address2:
Address3:
*Country:
State/Province:
*City:
Zip/Postal Code:
*Phone Number:
Fax Number:
*Email Address:

- 1 Fill in the form with the required information. Mandatory fields are marked with a red asterisk (*).
 - a. Brand/Retailer Site is case sensitive. Enter: **VINCE**
 - b. Printing: Select Service Bureau
 - c. Supplier Code: Enter your **VINCE Vendor ID Number**.
- 2 After selecting a Country, the page refreshes. If a state or province must be selected, a drop down menu appears in the State/Province field. Otherwise, a free text box remains and the field is not mandatory.
- 3 If the billing and shipping addresses are the same, check **the Same as Billing Information** box. The shipping information fields populate automatically.
- 4 If the billing and shipping addresses are different, enter the shipping information into the relevant fields. You can only request one ship to address at this stage. If additional addresses are required, these can be added through the Account section of the store front, which is available when the user is logged into the web ordering system.
- 5 When all information has been entered, click **Submit Request**.
- 6 Once the user clicks the Submit Request button, an e-mail is sent automatically to a Customer Service Representative to notify them that the request has been made.
- 7 To cancel the request, click **Cancel Request**. All information is deleted, and you are redirected to the login page.

Registration in Progress

After clicking **Submit Request** you receive the below confirmation message:



User Logon Request

NOTE: You may repeat this process to register multiple users for your account.

- 1 After you have completed your Company Registration, please return to the main page and follow steps 1-3 from page 4 of this guide.
- 2 Select Request User Login Name. You are redirected to the below page:

The screenshot shows the 'User Logon Request Form' on the Avery Dennison website. The form is titled 'User Logon Request Form' and is part of the 'Information and Brand Management' system. The form includes the following fields and options:

- *User ID:** A text box with a dropdown menu set to 'Default as Email'.
- *First Name:** A text box.
- *Last Name:** A text box.
- *Company Name:** A text box.
- *Brand/Retailer Site:** A text box.
- *Email:** A text box with a checkbox option: I do not have an email address.
- *Address1:** A text box.
- Address2:** A text box.
- Address3:** A text box.
- *Country:** A dropdown menu set to 'select'.
- State/Province:** A text box.
- *City:** A text box.
- Zip/Postal Code:** A text box.
- *Phone Number:** A text box.
- Fax Number:** A text box.
- Other Info:** A large text area.

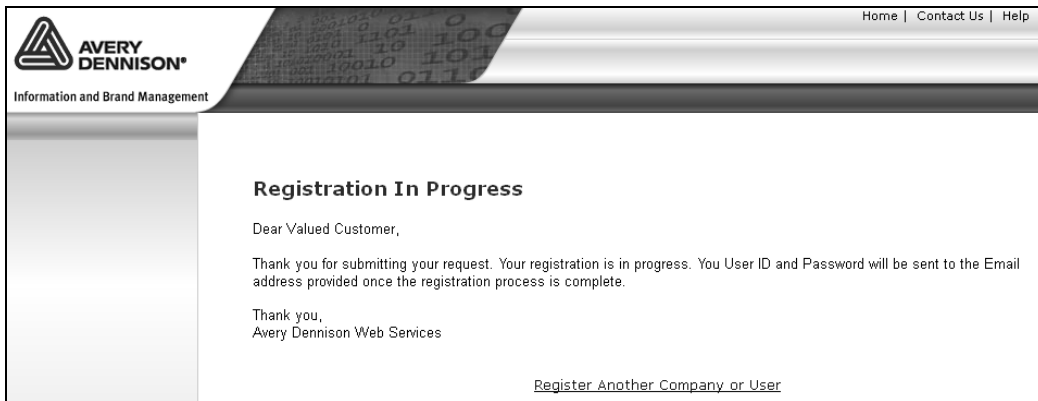
At the bottom of the form, there are two buttons: 'Submit Request' and 'Cancel Request'.

- 3 Fill in the form with the required information. All mandatory fields are marked with a red asterisk (*).
 - a. Company Name: Enter your company name EXACTLY as typed on the Company Registration page
 - b. Brand/Retailer Site is case sensitive. Enter: **VINCE**
- 4 After a Country is selected, the page refreshes. If a state or province must be selected, a drop down menu appears in the State/Province field. Otherwise, the free text box remains and can be left blank.
- 5 If you do not have an e-mail address, select the **I do not have an email address** box. The User ID field becomes available and the Email field is unavailable.

- 6 **For users without e-mail addresses only** – you can select your own user IDs by filling in the User ID field. The username is validated against all others in the system before registration is completed to ensure that it does not duplicate an already existing user ID.
- 7 When all information has been entered, click **Submit Request**.
- 8 To cancel the request, click **Cancel Request**. All information is deleted and you are redirected to the login page.

Registration in Progress

After clicking the Submit Request you receive the below confirmation message:



Starting a Web Services Session

- 1 Enter <http://www.webservices.averydennison.com> into your web browser

NOTE: Only FireFox 40.0 and higher, Google Chrome 44.0.2403 and higher, and Internet Explorer 10 and higher are supported.

The login page appears:

AVERY DENNISON Retail Branding and Information Solutions

Avery Dennison Web Services Login

Welcome to Avery Dennison Web Services!

ATTENTION : We will be performing scheduled system maintenance on Saturday, December 12, 2012 from 9:00 PM EDT to 11:00 PM EDT. The system will not be available during this time. We apologize for any inconvenience this may cause.

ATTENTION ALL IN-PLANT USERS: For security reasons, please verify your Java version is up-to-date. D2Comm requires Java Version 6, Update 31. [Verify/Download](#)

Please Enter your Username and Password to Login

Username

Password

- Register Customer Account and/or User Logon
- Modify Existing User Account (add new store, etc...)
- Forgot Your Password?

- 2 Enter your **Username** and **Password**.
- 3 Click **Sign In**.
- 4 Click the **Product Ordering** link.

AVERY DENNISON Retail Branding and Information Solutions

Avery Dennison Web Services

▶ **PRODUCT ORDERING**

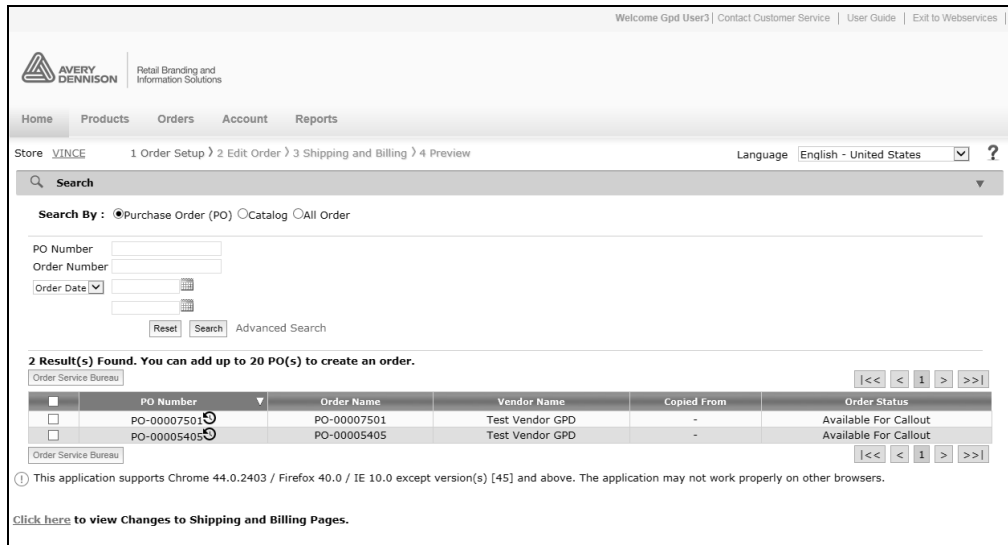
Thank you for selecting Avery Dennison as your brand management partner and we encourage you to take advantage of all the Web Services that we offer.

These web applications allow transparent global communication between retailers, brand owners and apparel factories to help you avoid costly mistakes and charge-backs by ensuring the quick and accurate printing and labeling of sales-floor ready items.

Contact us if we can be of further assistance with any aspect of your brand management efforts.

After selecting **Product Ordering**, you are redirected to the Order Setup page.

Searching for Orders and Searching the Catalog



1 Select a **Search** option:

- a **Purchase Order (PO)** allows you to search for all POs in the system by PO Number, Order Status, Order Number, Vendor Name, Order Date, Copied From, and/or Order Name.
- b **Catalog** allows you to search for specific items from the catalog, or browse the catalog to locate the item(s) you wish to order.
- c **All Order** allows you to search for all POs in the system by PO Number, Order Status, Order Number, and/or Order Date.

After selecting an order type, the search fields appear:

Purchase Order (PO) –

The screenshot shows the search form for Purchase Order (PO). The search criteria are set to 'Purchase Order (PO)'. The form includes the following fields: PO Number, Order Number, Order Date (with a calendar icon), Order Status (set to 'Available'), Vendor Name, Copied From, and Order Name. There are also 'Reset' and 'Search' buttons. A checkbox labeled 'Show 'Advanced Search' Always' is also present.

Catalog –

Search By : Purchase Order (PO) Catalog All Order

Customer Item

All Order –

Search By : Purchase Order (PO) Catalog All Order

PO Number Order Status ▼

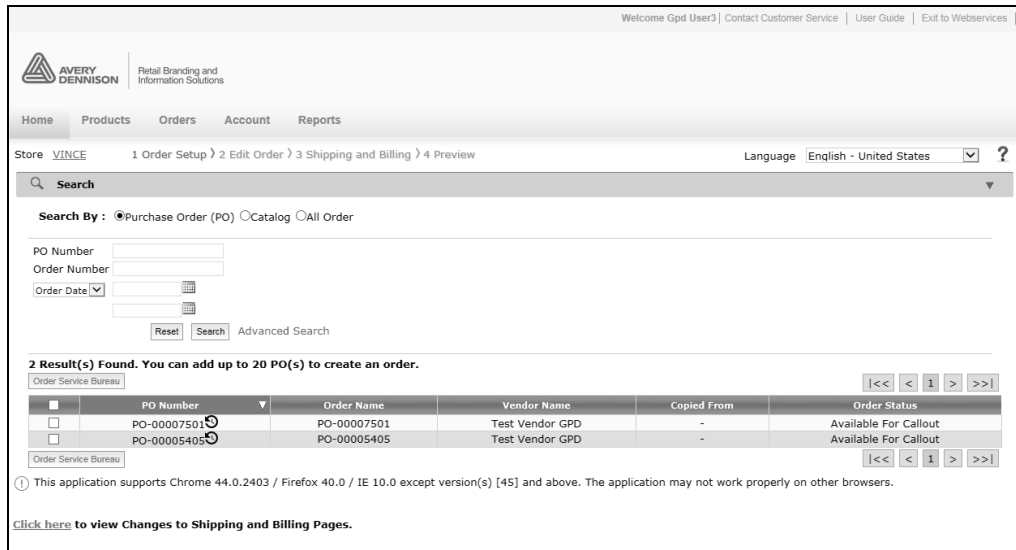
Order Number


Order Date ▼

Show 'Advanced Search' Always

- 2 Enter your search criteria into the fields provided.
- 3 Click **Search**.

Calling Out a Purchase Order

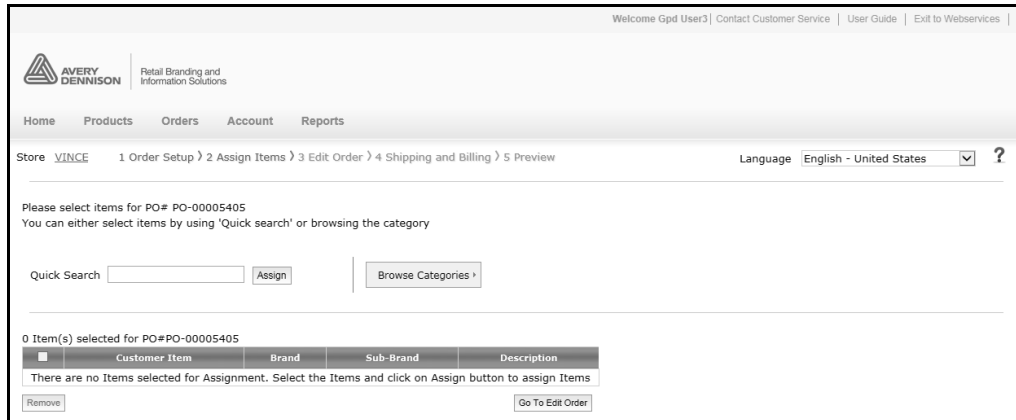


- 1 Click the  icon next to a PO to view and compare versions of the purchase order.
- 2 Select the PO(s) you want to call out by clicking the radio button next to the PO Number(s).
 - a You can call out up to 20 POs in one order. To do this, check the selection boxes of all the POs you want to include and proceed as usual.
- 3 Continue a **saved** order by clicking **Saved** in the **Order Status** column. You are taken to the page on which the order was last saved to continue the ordering process as per usual.
- 4 Click **Order Service Bureau** to proceed.

You are redirected to the **Item Assignment** page.

Assigning Items to an Order

For callout orders, you must assign items to the selected purchase order.



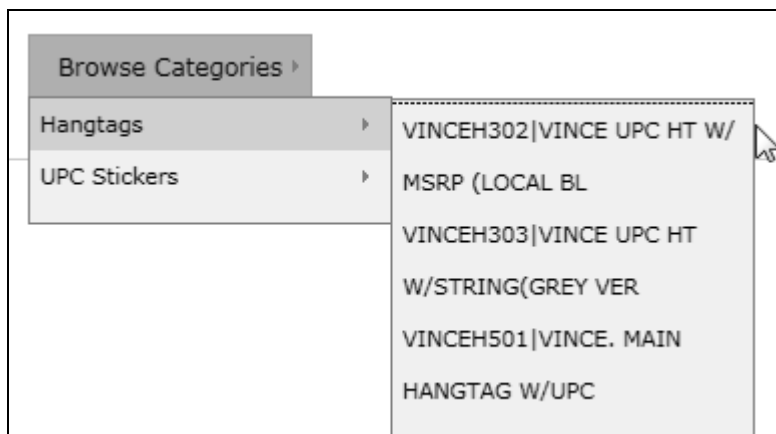
- 1 Enter all or part of the item number into the **Quick Search** field and click **Assign**.

NOTE: This is a progressive search. As you type each additional character, fewer matches appear. Example:



OR

- 2 Click on **Browse Categories** to select an item from the catalog.



The selection appears automatically in the selected items table:

Store VINCE 1 Order Setup > 2 Assign Items > 3 Edit Order > 4 Shipping and Billing > 5 Preview

Please select items for PO# PO-00005405
You can either select items by using 'Quick search' or browsing the category

Quick Search |

1 Item(s) selected for PO#PO-00005405

<input type="checkbox"/>	Customer Item	Brand	Sub-Brand	Description
<input type="checkbox"/>	VINH300	UPC Stickers	UPC Stickers	VINCE UPC STICKER

- 3 Tick the box next to the item you want to assign to your PO.
- 4 If required, assign more items by following the above steps.
- 5 If your order includes multiple POs, assign items to the remaining POs on the order by doing one of the following:
 - a. To assign different items to the next PO, select the PO from the drop down menu at the top of the page.
 - b. To assign the same items to all POs, after the items appear in the selected items table, check the selection boxes and check the **Apply these items to All PO Numbers in order** selection box.
 - c. To assign the same items that have been assigned to the current PO to the next PO, click **Assign Items to Next PO**.
- 6 Remove assigned items by checking the selection box and clicking **Remove**.
- 7 Once all required items have been assigned, click **Go to Edit Order**.

You are redirected to the **Edit Order** page.

Completing the Edit Order Page

Web Order Number: 124918353

PO Number: PO-00005405

UPC Stickers (16)

Customer Item: VINH300X Description: VINCE UPC STICKER

PO Quantity	Quantity To Order	STYLE*	COLOR*	COLOR DESCRIPTION	SIZE*	BARCODE*
6000	6000	6000				
464	464	464 Each VX69083154	403CBL	COASTAL	L	190820614119
500	500	500 Each VX69083154	403CBL	COASTAL	M	190820614126
507	507	507 Each VX69083154	403CBL	COASTAL	S	190820614133
79	79	79 Each VX69083154	403CBL	COASTAL	XS	190820614140
384	384	384 Each VX69083154	101OWT	OPTIC WHITE	L	190820614157
472	472	472 Each VX69083154	101OWT	OPTIC WHITE	M	190820614164
505	505	505 Each VX69083154	101OWT	OPTIC WHITE	S	190820614171
189	189	189 Each VX69083154	101OWT	OPTIC WHITE	XS	190820614188
313	313	313 Each VX69083154	470PWB	POWDER BLUE	L	190820614195
429	429	429 Each VX69083154	470PWB	POWDER BLUE	M	190820614201
472	472	472 Each VX69083154	470PWB	POWDER BLUE	S	190820614218
261	261	261 Each VX69083154	470PWB	POWDER BLUE	XS	190820614225
286	286	286 Each VX69083154	541MAU	MALVE	L	190820614232
404	404	404 Each VX69083154	541MAU	MALVE	M	190820614249
465	465	465 Each VX69083154	541MAU	MALVE	S	190820614256
270	270	270 Each VX69083154	541MAU	MALVE	XS	190820614263

- 1 Items may appear in different tabs on this page. Click each tab to view/edit information.
- 2 Enter information into the variable data fields for each tab. Required fields are marked with a red *.
- 3 To **remove** a SKU, check the box next to the item and click the **Remove SKU** button.
- 4 You can change the **Quantity to Order**: To change a single quantity for a SKU, enter a number into the editable field next to the **PO Quantity** field.
- 5 To add additional POs, click the **Add POs** link. The below search screen appears.

Please select PO to add in WebOrder Number 124918353

Search

Search By : Purchase Order (PO)

PO Number

Order Number

Order Date

[Advanced Search](#)

- Enter an **Order Number** or **PO Number** and click **Search**. Your results appear in a table below your search criteria:

Please select PO to add in WebOrder Number 124918353

Search

Search By : Purchase Order (PO)

PO Number

Order Number

Order Date

[Advanced Search](#)

Too many results to display, results will be limited to past 180 days. If the results do not contain what you are looking for, please use search criteria to refine your search.

2 Result(s) Found. You can add up to 20 PO(s) to create an order.

<input type="checkbox"/>	PO Number	Order Name	Vendor Name	Copied From	Order Status
<input type="checkbox"/>	PO-00007501	PO-00007501	Test Vendor GPD	-	Available For Callout
<input type="checkbox"/>	PO-00005405	PO-00005405	Test Vendor GPD	-	Saved

- Once you have located the PO, check the box next to your result and click the **Add to Order** button. You are redirected to the Assign Item page:

Store VINCE 1 Order Setup > 2 Assign Items > 3 Edit Order > 4 Shipping and Billing > 5 Preview

Please select items for PO#

You can either select items by using 'Quick search' or browsing the category

Quick Search

0 Item(s) selected for PO#PO-00005405

<input type="checkbox"/>	Customer Item	Brand	Sub-Brand	Description
There are no Items selected for Assignment. Select the Items and click on Assign button to assign Items				

Apply these items to All PO Numbers in order

- Browse for and select an item as described on pages 8-9. Tick the item and click **Go To Edit Order**.
- The PO and item(s) are added and you are returned to the **Edit Order** page:

Welcome Gpd User3 | [Contact Customer Service](#) | [User Guide](#) | [Exit to Webservices](#)

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Home Products Orders Account Reports

Store VINCE 1 Order Setup > 2 Assign Items > 3 Edit Order > 4 Shipping and Billing > 5 Preview Language ?

(Total Items 2)

total 2 PO(s) in Web Order 124918355 [< Go To Assign Items](#) [✕ Cancel Order](#) [Save Order](#) [Remove PO's](#) [Add PO's](#) [Next>](#)

This is a test Order

Indicates Mandatory Field

<input type="checkbox"/>	PO Number: PO-00005405	<input type="button" value="1"/>
<input type="checkbox"/>	PO Number: PO-00007501	<input type="button" value="1"/>

[< Go To Assign Items](#) [✕ Cancel Order](#) [Save Order](#) [Remove PO's](#) [Add PO's](#) [Next>](#)

- Click to view the details of each PO:

Welcome Gpd User3 | Contact Customer Service | User Guide | Exit to Webservices

AVERY DENNISON Retail Branding and Information Solutions

Home Products **Orders** Account Reports

Store VINCE 1 Order Setup > 2 Edit Order > 3 Shipping and Billing > 4 Preview Language English - United States ?

Search

Search By : Purchase Order (PO) Catalog All Order

Customer Item

3 Result(s) Found

<input type="checkbox"/>	Customer Item	Category1	Category2	Category3	Description
<input type="checkbox"/>	VINHPBSTICK	UPC Stickers	-	-	VINCE. DYE LOT STICKER
<input type="checkbox"/>	VINH300B	UPC Stickers	-	-	UPC STICKER FOR BLANK PRICE TK
<input type="checkbox"/>	VINH300	UPC Stickers	-	-	VINCE UPC STICKER

|<< < 1 > >>|

ⓘ This application supports Chrome 44.0.2403 / Firefox 40.0 / IE 10.0 except version(s) [45] and above. The application may not work properly on other browsers.

[Click here to view Changes to Shipping and Billing Pages.](#)

You must complete the required fields for all POs in the order.

11. If you wish to cancel the order, click the **Cancel Order** link.
12. If you wish to place your order later but save your data, click the **Save Order** link.

13. If you wish to discard your current order and start over, click the **Go to Order Setup** link. The following pop-up screen appears:



Click **Yes** and you are returned to the Search page as shown on page 5 and your order is deleted. If you click **No** you are returned to the Edit Order page to resume placing your order.

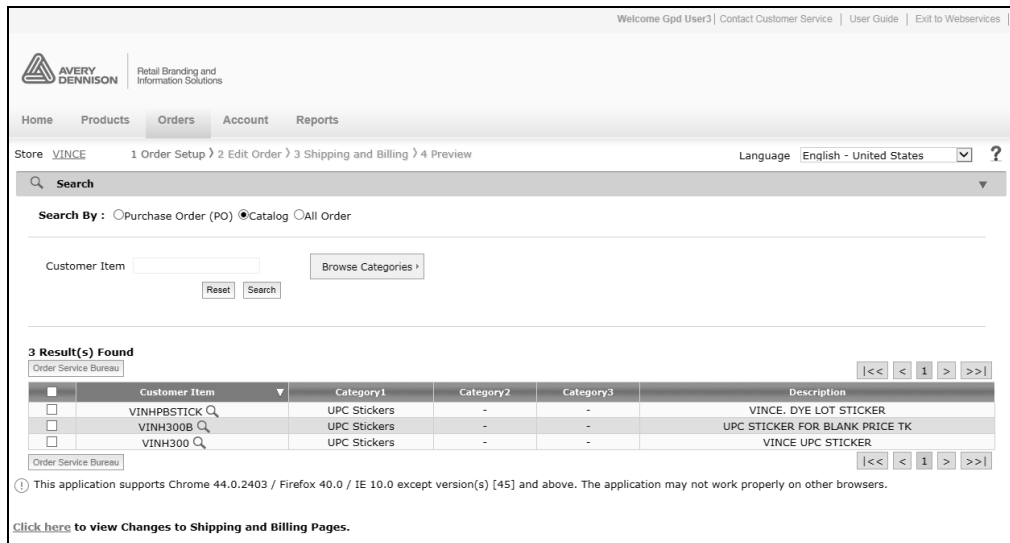
14. Once all data has been entered and/or verified, click **Next** to proceed.

You are directed to the **Shipping & Billing Page**. Proceed to Page 18 for information on completing this page.

Ordering Catalog Items

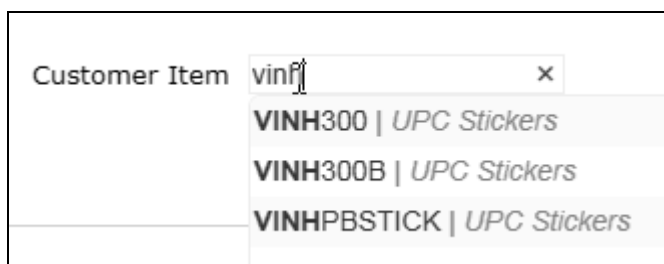
NOTE: The maximum number of lines you can order at the same time is 100, for a maximum of 1000 SKUs. If you add more than 1000 SKUs, an error appears. It is suggested that you order less than 100 lines per order.

- 1 Enter all or part of the **Customer Item** number into the free text box and click **Search**. Your results appear in the table below the search fields.



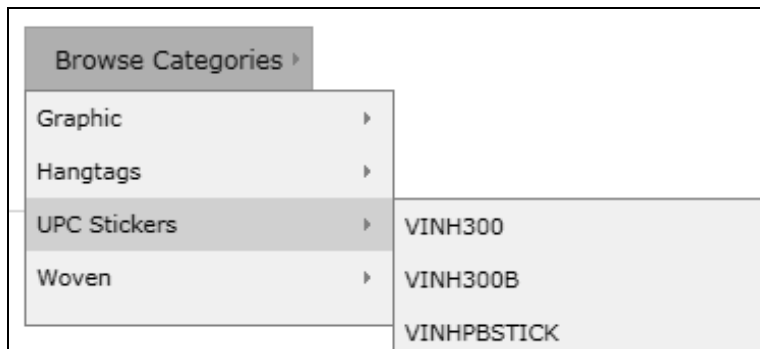
NOTE: This is a progressive search. As you type each additional character, fewer matches appear.

Example:



-- OR --

- 2 Click on **Browse Categories** to select an item from the catalog.



- 3 Your result(s) appear in the table:

3 Result(s) Found

Order Service Bureau

<input type="checkbox"/>	Customer Item	Category1	Category2	Category3	Description
<input type="checkbox"/>	VINHPBSTICK	UPC Stickers	-	-	VINCE. DYE LOT STICKER
<input type="checkbox"/>	VINH300B	UPC Stickers	-	-	UPC STICKER FOR BLANK PRICE TK
<input type="checkbox"/>	VINH300	UPC Stickers	-	-	VINCE UPC STICKER

Order Service Bureau

This application supports Chrome 44.0.2403 / Firefox 40.0 / IE 10.0 except version(s) [45] and above. The application may not work properly on other browsers.

[Click here to view Changes to Shipping and Billing Pages.](#)

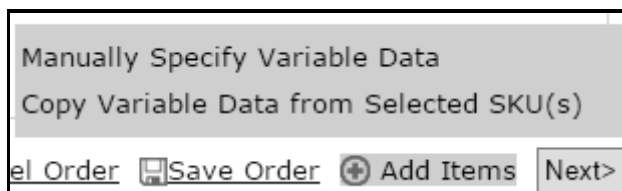
- 4 Select items from the table by checking the selection box(es).
- 5 Click **Order Service Bureau** to proceed.

You are redirected to the **Edit Order** page.

Completing the Edit Order Page

- 1 Items may appear in different tabs on this page. Click each tab to view/edit information.
- 2 Enter a **PO Number**.
- 3 To **remove** a SKU, check the box next to the item and click the **Remove SKU** button.
- 4 To **copy** a SKU, check the box next to the SKU and click the **Copy / Add SKU's** button. The additional SKU is added. To copy multiple SKUs, check the boxes next to the SKUs to copy and click **Copy / Add SKU's**. The SKU(s) are copied.
- 5 To **add** a SKU, click **Copy / Add SKU's**. To add multiple SKUs, enter a numerical value into the free text box next to the **Copy / Add SKU's** button and click the button. The SKUs are added.
- 6 You can change the **Quantity to Order**: To change a single quantity for a SKU, enter a number into the editable field next to the **PO Quantity** field.
- 7 If you wish to add more item(s) to a catalog order, hover over the **Add Items** link.

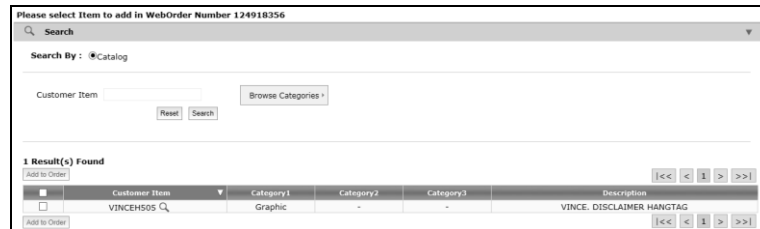
Two options appear:



- 8 **Select Manually Specify Variable Data** to return to the catalog and manually search for an item to add to the order.

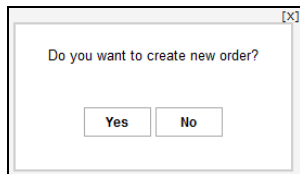


a. Conduct your search. Your results appear below the search field:



b. After locating the item you want to add, check the box next to the item and click the **Add to Order** button. You are taken back to the **Edit Order** page.

9 If you wish to discard your current order and start over, click the **Go to Order Setup** link. The following pop-up screen appears:



Click **Yes** and you are returned to the Search page as shown on page 5 and your order is deleted. If you click **No** you are returned to the Edit Order page to resume placing your order.

10 If you wish to cancel the order, click the **Cancel Order** link.

11 If you wish to place your order later but save your data, click the **Save Order** link.

12 Once all data has been entered and/or verified, click **Next** to proceed.

You are directed to the **Shipping & Billing Page**. Proceed to the next section for information on completing this page.

Completing the Shipping and Billing Page

- 1 Confirm that your shipping and billing addresses are correct.

Shipping Address

TestVendorUAT15

7 Bishop Street Framingham
Natick Massachusetts
United States
01721
508545768

List All Addresses Edit Address Add Address

Billing Address

TestVendorUAT15

7 Bishop Street Framingham
Natick Massachusetts
United States
01721
508545768

List All Addresses

- 2 Use the **Edit Address** or **Add Address** buttons to edit or add address information. One of the following pop-ups appears. Complete the fields and click **Save** to save your changes or **Cancel** to cancel them.

Edit Address –

Edit Address

Nickname TestVendorUAT011350950967125

Organization TestVendorUAT15

* **LastName**

* **Street address** 7 Bishop Street
Framingham

* **City:** Natick

* **Country/Region:** United States ▼

* **State/Province:** Massachusetts ▼

* **Zip Code/Pin Code:** 01721

* **Phone number:** 508545768

Fax number:

Save Cancel

Add Address –

- Depending upon the fulfillment center(s) available for the PO and items in the order, you are taken to either the **Order Level** or **Item Level** tab.

Order Level –

Item Level –

PO Number	Customer Item	Fulfillment Center	Shipping Method*	Billing Option*	Account #	Shipping Carrier
PO-00005405	VINH300	Hong Kong (TKO)	Ground	Freight paid and billed by Avery	Please enter account number	Please Select
PO-00007501	VINHBPSTICK	Hong Kong (TKO)	Ground	Freight paid and billed by Avery	Please enter account number	Please Select

- 4 If the information is the **same** for all items/POs in the order, complete it as required at the **Order Level**. If it is **different** for some items/POs in the order, then complete as required at the **Item Level**.
 - a Enter a reference number into the **Customer Reference** field. The customer reference number can be anything that you choose; it is to help you identify your order.
 - b Select a **Shipping Method** from the drop down menu.
 - c Select a **Billing Option** from the drop down menu.

NOTE: If you select **Bill my freight account** as your Billing Option, the **Account #** and **Shipping Carrier** fields are enabled.
 - d Enter a value in the **Account #** free text box. (Mandatory if enabled.)
 - e Select an option from the **Shipping Carrier** drop down menu. (Mandatory if enabled.)
 - f Enter any special shipping instructions in the **Shipping Instructions** field.
- 5 Click **Next** at the bottom of the page.

You are directed to the **Order Preview** page.

Submitting an Order

On this page, you can review your order before submitting it.

Web Order Number: 124918355

Order Information: [Edit](#)

Purchase Order: PO-0007501, PO-0005405
 Fulfillment Type: Service Bureau
 Fulfillment Center: Hong Kong (TKO)
 Customer Reference #: 49387893475348956489
 Service Level: N/A
 Freight Terms: N/A
 Shipment Consolidated: No
 Attachment File: 0

Shipping Method: Ground
 Account Number: N/A
 Shipping Carrier: N/A
 Shipping Instructions: N/A
 Packing Instructions: N/A
 Sampling Instructions: N/A

Ship To: [Edit](#)
Test Vendor GPD
 GVFN1 GVLN1
 7 Bishop Street
 Framingham Massachusetts
 United States
 01702
 123-456-1234

Bill To: [Edit](#)
Test Vendor GPD
 GVFN1 GVLN1
 7 Bishop Street
 Framingham Massachusetts
 United States
 01702
 123-456-1234

Expand All

Fulfillment Center: Hong Kong (TKO)
 PO#: PO-0005405, Order Numbers: 124918353

Item	Description	Total Quantity	Shipping Instructions	Packing Instructions	Sampling Instructions	Freight Terms: N/A
VINH300 Edit	VINCE UPC STICKER	6,000	N/A	N/A	N/A	Shipping Method: Ground Shipping Carrier: N/A Account Number: N/A Service Level: N/A

PO#: PO-0007501, Order Numbers: 124918354

Item	Description	Total Quantity	Shipping Instructions	Packing Instructions	Sampling Instructions	Freight Terms: N/A
VINH300 Edit	VINCE DYE LOT STICKER	19	N/A	N/A	N/A	Shipping Method: Ground Shipping Carrier: N/A Account Number: N/A Service Level: N/A

Previous Save Order Cancel Order Submit Order

All orders accepted by Avery Dennison are subject to the terms contained in the conditions of sales ([available here](#)). By clicking the "Submit Order" button, you confirm that you have read these terms and agree to be bound by them.

- 1 Tick the green down arrow to view details of the line items:

Item	Description	Total Quantity	Shipping Instructions	Packing Instructions	Sampling Instructions	Freight Terms: N/A
VINH300 Edit	VINCE UPC STICKER	6,000	N/A	N/A	N/A	Shipping Method: Ground Shipping Carrier: N/A Account Number: N/A Service Level: N/A

Quantity To Order	Quantity to Receive	Quantity UOM	STYLE	COLOR	COLOR DESCRIPTION	SIZE	BARCODE
464	464	each	VX69083154	403CBL	COASTAL	L	190820614119
500	500	each	VX69083154	403CBL	COASTAL	M	190820614126
507	507	each	VX69083154	403CBL	COASTAL	S	190820614133
79	79	each	VX69083154	403CBL	COASTAL	XS	190820614140
384	384	each	VX69083154	101OWT	OPTIC WHITE	L	190820614157
472	472	each	VX69083154	101OWT	OPTIC WHITE	M	190820614164
505	505	each	VX69083154	101OWT	OPTIC WHITE	S	190820614171
189	189	each	VX69083154	101OWT	OPTIC WHITE	XS	190820614188
313	313	each	VX69083154	470PWB	POWDER BLUE	L	190820614195
429	429	each	VX69083154	470PWB	POWDER BLUE	M	190820614201
472	472	each	VX69083154	470PWB	POWDER BLUE	S	190820614218
261	261	each	VX69083154	470PWB	POWDER BLUE	XS	190820614225
286	286	each	VX69083154	541MAU	MAUVE	L	190820614232
404	404	each	VX69083154	541MAU	MAUVE	M	190820614249
465	465	each	VX69083154	541MAU	MAUVE	S	190820614256
270	270	each	VX69083154	541MAU	MAUVE	XS	190820614263


- 2 Once you have confirmed that all the address and line item information is correct, click **Submit Order**.

You are directed to the Order Confirmation page.

Order Confirmation

Call Out Order:

Welcome Gpd User3 | [Contact Customer Service](#) | [User Guide](#) | [Exit to Webservices](#)



Retail Branding and Information Solutions

Home Products Orders Account Reports
Start New Order | Email | Print

Store VINCE
Order Number 124918355: Submitted
Thank you for your order
Language English - United States ?
Show Images: No Images

Web Order Number: 124918355

Order Information : Purchase Order : PO-0007501, PO-00005405 Fulfillment Type : Service Bureau Fulfillment Center : Hong Kong (TKO) Customer Reference # 49387893475348956489 Service Level : N/A Freight Terms : N/A Shipment Consolidated : No Attachment File : 0 Order Date : 2019-05-16 20:02:03.446 PST Ordered By : testvendorgpduser3	Shipping Method : Ground Account Number : N/A Shipping Carrier : N/A Shipping Instructions : N/A Packing Instructions : N/A Sampling Instructions : N/A	Ship To : Test Vendor GPD GVFN1 GVLN1 7 Bishop Street Framingham Massachusetts United States 01702 123-456-1234	Bill To : Test Vendor GPD GVFN1 GVLN1 7 Bishop Street Framingham Massachusetts United States 01702 123-456-1234
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Expand All

Fulfillment Center : Hong Kong (TKO)
PO#: PO-00005405, Order Number: 124918353

Item	Description	Total Quantity	Shipping Instructions	Packing Instructions	Sampling Instructions	Freight Terms: N/A Shipping Method: Ground Shipping Carrier: N/A Account Number: N/A Service Level: N/A
VINH300	VINCE UPC STICKER	6,000	N/A	N/A	N/A	


PO#: PO-0007501, Order Number: 124918354

Item	Description	Total Quantity	Shipping Instructions	Packing Instructions	Sampling Instructions	Freight Terms: N/A Shipping Method: Ground Shipping Carrier: N/A Account Number: N/A Service Level: N/A
VINHBPSTICK	VINCE_DYE LOT STICKER	19	N/A	N/A	N/A	

All orders accepted by Avery Dennison are subject to the terms contained in the conditions of sales (available here). By clicking the "Submit Order" button, you confirm that you have read these terms and agree to be bound by them.

Catalog Order:

Welcome Gpd User3 | [Contact Customer Service](#) | [User Guide](#) | [Exit to Webservices](#)



Retail Branding and Information Solutions

Home Products Orders Account Reports
Start New Order | Email | Print

Store VINCE
Order Number 124918356: Submitted
Thank you for your order
Language English - United States ?
Show Images: No Images

Web Order Number: 124918356

Order Information : Purchase Order : 4839493784 Fulfillment Type : Service Bureau Fulfillment Center : Hong Kong (TKO) Order Description : N/A Customer Reference # 758475483534856 Service Level : N/A Freight Terms : N/A Shipment Consolidated : No Attachment File : 0 Order Date : 2019-05-16 20:13:28.776 PST Ordered By : testvendorgpduser3	Shipping Method : Ground Account Number : N/A Shipping Carrier : N/A Shipping Instructions : N/A Packing Instructions : N/A Sampling Instructions : N/A	Ship To : Test Vendor GPD GVFN1 GVLN1 7 Bishop Street Framingham Massachusetts United States 01702 123-456-1234	Bill To : Test Vendor GPD GVFN1 GVLN1 7 Bishop Street Framingham Massachusetts United States 01702 123-456-1234
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Expand All

Fulfillment Center : Hong Kong (TKO)
PO#: 4839493784

Item	Description	Total Quantity	Shipping Instructions	Packing Instructions	Sampling Instructions	Freight Terms: N/A Shipping Method: Ground Shipping Carrier: N/A Account Number: N/A Service Level: N/A
VINCEH518	VINCE_DISCLAIMER HANGTAG	300	N/A	N/A	N/A	
VINH300	VINCE UPC STICKER	1	N/A	N/A	N/A	

All orders accepted by Avery Dennison are subject to the terms contained in the conditions of sales (available here). By clicking the "Submit Order" button, you confirm that you have read these terms and agree to be bound by them. Copy Order

This page confirms that your order has been sent to Avery Dennison for processing.

- 1 Start a new order by clicking the **Start New Order** link at the top right of the page, or by clicking the **Orders** tab.
- 2 To email or print a copy of the confirmation, click the **Email** or **Print** link.
- 3 To copy a **Catalog** order (reorder, with the option to make changes), click **Copy Order**.