



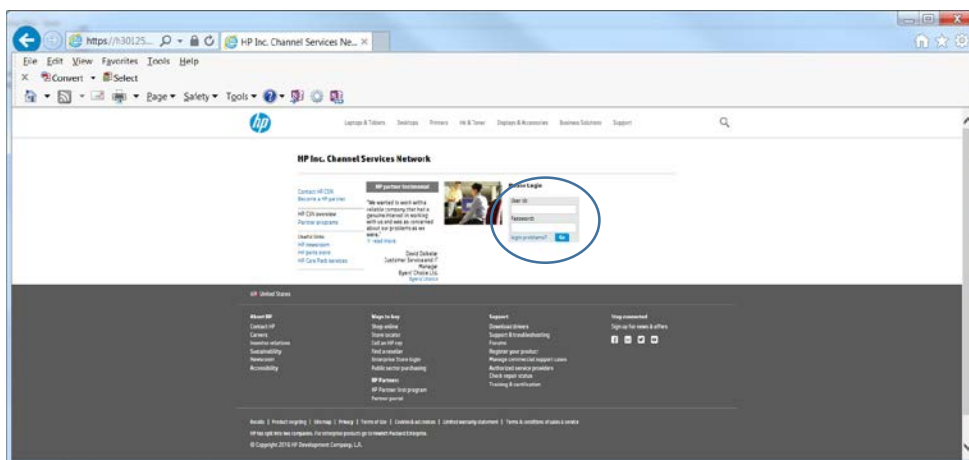
How to order the CZ309-67295 PageWide Tipping Tool:

Note: The PageWide tipping tool can be ordered now. The tool will be in stock the 1st week of April. Enter your order now and the tool will be shipped to you when stock is available.

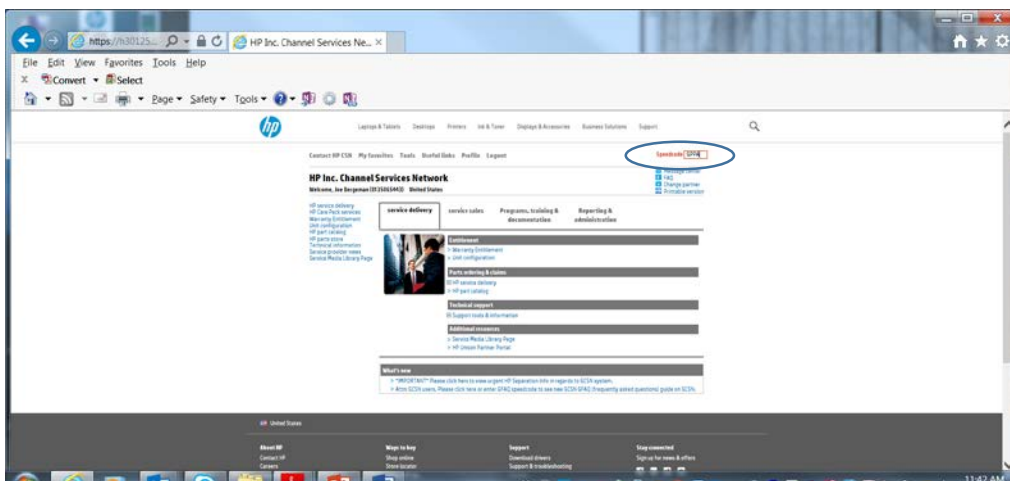
1. Login into Channel Services Network (CSN) web site

Link to CSN:

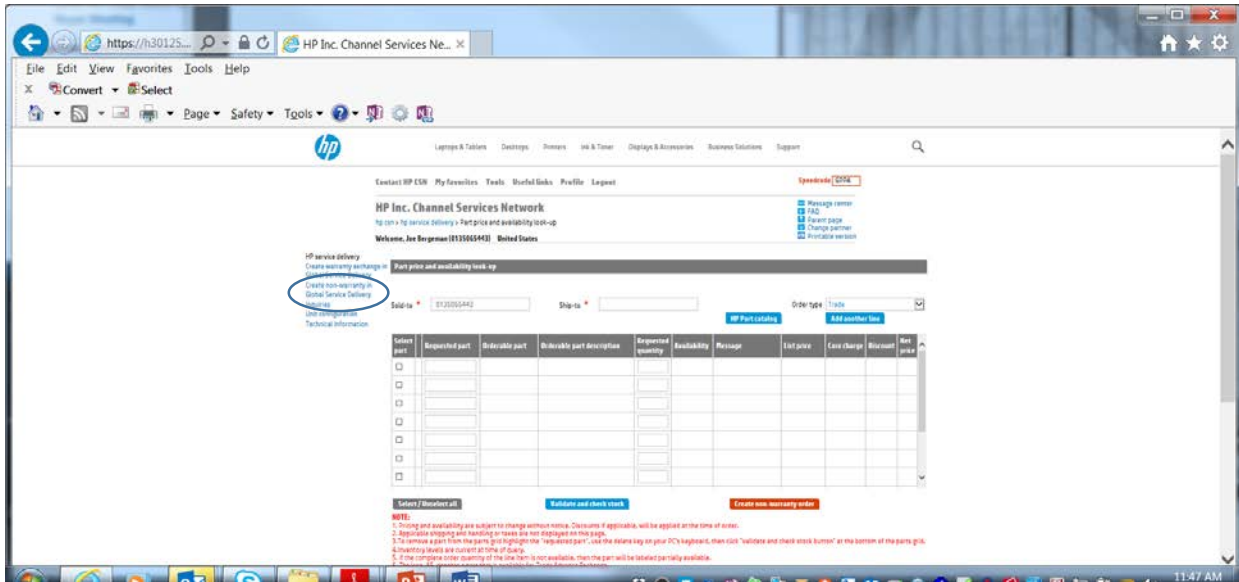
<https://h30125.www3.hp.com/hpcsn/?hpp>



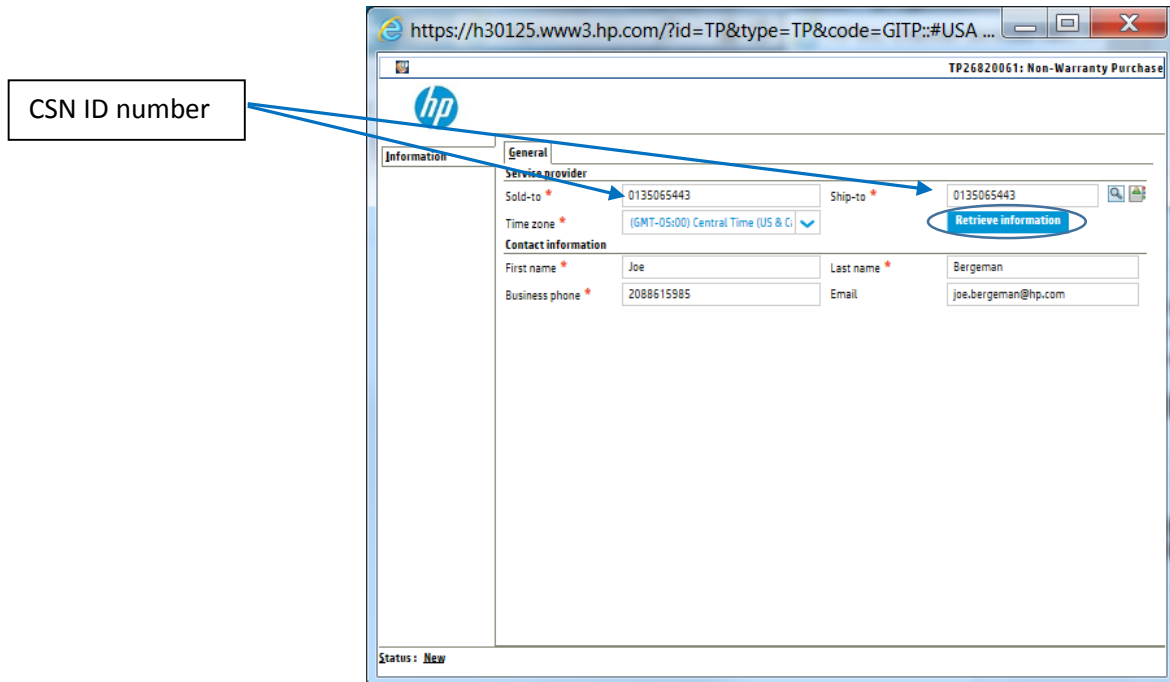
2. Enter "GPPA" into the Speedcode box hit enter



3. Click on “Create non-warranty in Global Service Delivery”



4. Enter the CSN id number that you want to use for the ship to address. If the ship to ID is the same as the Sold-to ID simply copy and paste the sold to ID number into the Ship-to box. Click on “Retrieve Information”.



5. Click on "Sales Order"

The screenshot shows a web browser window with the URL <https://h30125.www3.hp.com/?id=TP&type=TP&code=GITP::>. The page title is "TP26819904: Non-Warranty Purchase". The HP logo is in the top left. The page has a navigation bar with "Save & Validate" and "Submit Order" buttons. The main content area is divided into tabs: "Information", "General", and "Status". The "Information" tab is active and contains a sidebar with "Sales order" (circled in red), "Part return", "Notes", and "Administration". The "General" tab contains the following fields:

- Service provider:** Sold-to * (0135065443), Ship-to * (0135065443), Time zone * (GMT-05:00) Central Time (US & Ca), and a "Retrieve information" button.
- Contact information:** First name * (Joe), Last name * (Bergeman), Business phone * (2088615985), and Email (joe.bergeman@hp.com).

The status at the bottom is "Status: New".

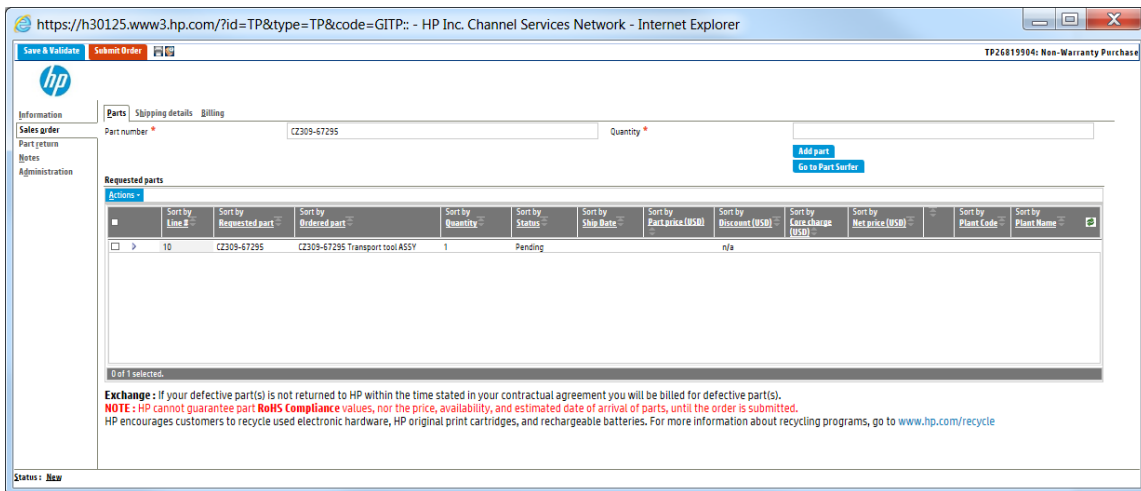
6. The order window will open

The screenshot shows the same web browser window, but the "Requested parts" section is expanded. The "Information" sidebar is visible on the left. The "Requested parts" section has a table with the following columns:

Sort by Line #	Sort by Requested part	Sort by Ordered part	Sort by Quantity	Sort by Status	Sort by Ship Date	Sort by Purchase (USD)	Sort by Discount (USD)	Sort by Core charge (USD)	Sort by Net price (USD)	Sort by Plant Code	Sort by Plant Name
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Below the table, it says "No parts ordered" and "0 of 0 selected." At the bottom, there is an "Exchange" notice: "Exchange: If your defective part(s) is not returned to HP within the time stated in your contractual agreement you will be billed for defective part(s). NOTE: HP cannot guarantee part RoHS Compliance values, nor the price, availability, and estimated date of arrival of parts, until the order is submitted. HP encourages customers to recycle used electronic hardware, HP original print cartridges, and rechargeable batteries. For more information about recycling programs, go to www.hp.com/recycle". The status at the bottom is "Status: New".

- Enter the tipping tool part number CZ309-67295 into the part number field and enter the quantity of tools that you want to order. Click on "Add part".



- Click on "Submit Order" order validation message will be displayed
- Enter shipping details and billing information in the appropriate fields
- Click "Submit Order" again to review shipping costs and submit order

