


MANAGE PREFERENCES GUIDE

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A guide to setting your preferences.

Job Account / Branch

- Option to select the appropriate job and branch for your order:
 - Select your job/branch account.
 - Click "Save Changes."
- Pricing is dependent on your local price and vendor agreements.
- Filter options and inventory will reflect your chosen job/branch.
- Displayed across the top of the site.

Job Account / Branch: 

User Information:

Full Name

Email

Change Password:

Current Password

New Password

[Show Password](#)

Verify New Password

[Save Changes](#)

Default Shipping Method:

Addresses:

[+ Add new](#)



Job: CENTRI-SHOP ACCOUNT | Branch: LEE'S SUMMIT, MO 

[Careers](#)

[What's New](#)



User Information

- Option to edit your name.

Change Password

- Option to enter/verify your new password.

Shipping Methods

- Your preference will be pre-selected in the cart:
 - Choose a shipping method.
 - Click "Save Changes."
- If needed, you can change your shipping method during checkout.

Shipping Methods:

Default Shipping

Will Call

Truck Delivery

Standard (3-5 Business Days)

3 Business Days

Expedited (2-3 Business Days)

Rush (1-2 Business Days)

Enter New Shipping Address

Name:

Street Address:

Address 2:

City:

State:

Zip:

Phone:

[Submit](#)

Addresses

- Option to add and edit multiple shipping addresses:
 - Click "+Add new" button.
 - Enter your address information.
 - Click "Submit."
 - If necessary, click "Edit" to make changes or "Delete" to remove a shipping address.
- Your saved shipping addresses will be available during checkout via a dropdown.

