

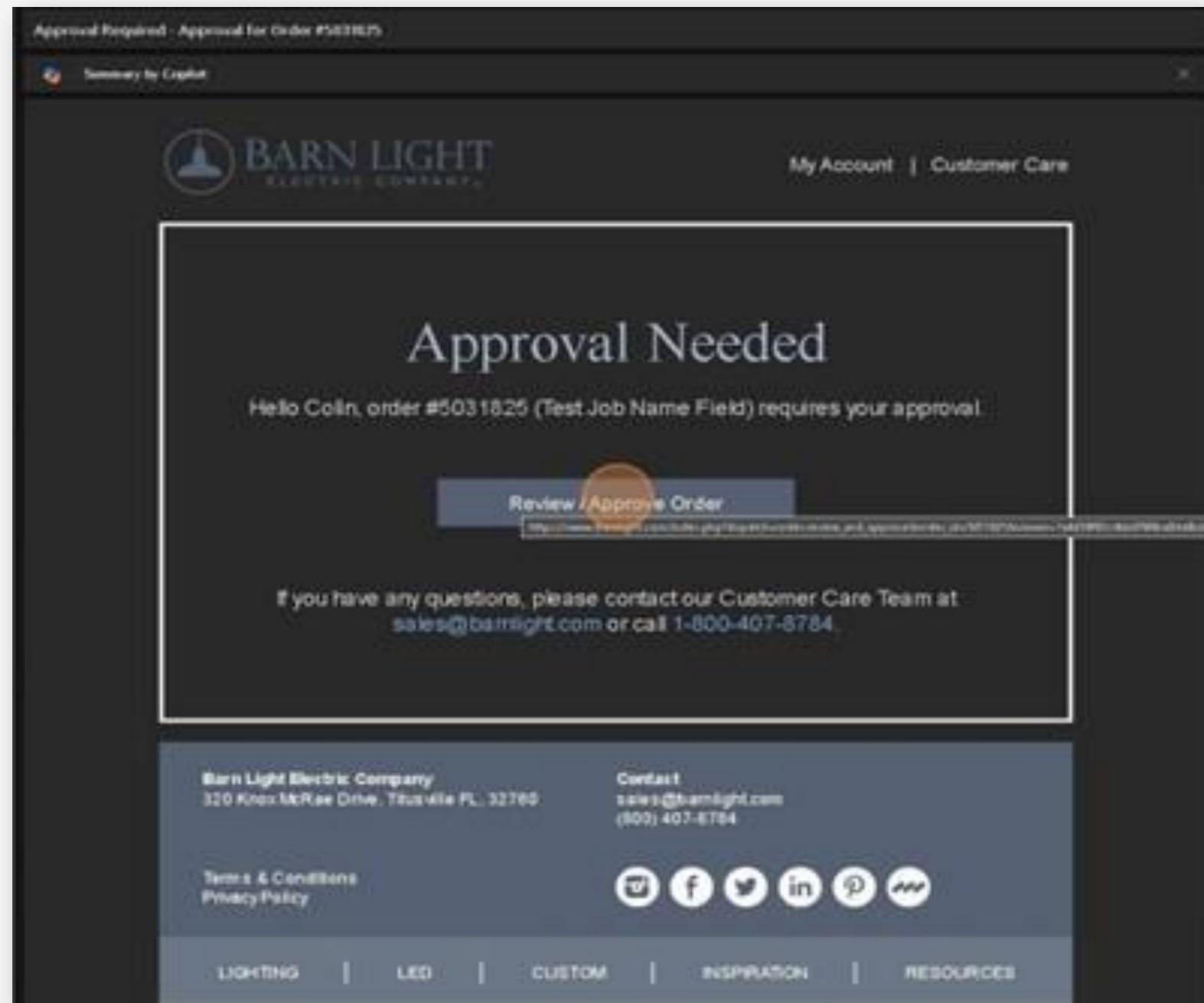


BARN LIGHT
ELECTRIC COMPANY.®

ORDER APPROVAL

IMPORTANT

Your order will not proceed until you have verified its accuracy and provided your approval. After providing a purchase order or making a payment for your order, your order will go through multiple review steps. If a purchase order is provided, the order must match the PO.



Step 1

Email Confirmation

Once our team has verified the details of your order, you will receive an email requesting your approval.

From the email, please click on the "Review/Approve Order" button.

Your order will not be processed until you provide this approval.

Step 2

Review Your Order

This action will direct you to the order details on our website where you can review the billing and shipping addresses, contact information, and the order contents (e.g., SKU, quantity, and pricing). You will also see any applicable taxes, shipping costs, and shipping methods.

If all details are correct, continue to "Step 3: Approve."

If there is an error in your order, skip to "Step 3: Edits Needed."

The Original™ Warehouse Gooseneck Light CODE: BLE-C-WHS14-150-G26-NA-150-NA-NA-NA-NA-E26 Light Source: Standard Bulb E26/GU24 Shade Size: 14" Shade Shade Finish: 150-Black Gooseneck Arms: G26 Gooseneck Arm Gooseneck Arm Finish: Same as Shade Shade Accessory: None Mounting Accessory: None Socket Type: E26	\$363.00	1	\$363.00
Union Studio Pendant Light CODE: BLE-C-STU-WHJ12-250-CSBW-24-NA-NA-NA-E26 Shade Size: 12" Shade Shade Finish: 250-White Cord: Black & White Cloth CSBW Cord & Cable Length: 24" Cable & Cord Shade Accessory: None Socket Type: E26	\$394.00	1	\$394.00

Order Notes

This will need to ship signature required. Test

Summary

Payment method:	Net 30 - Terms 30 days after shipment date
Shipping Method:	TBD
Subtotal:	\$757.00
Total Tax @ 5.5%	\$49.21
Total:	\$806.21

Step 3: Approve

Mark Your Acknowledgment

Once you click “Approve This Order,” a prompt will appear, asking you to enter your email address and initials. You will then be asked to check off each box, confirming the accuracy of the order and the terms of the sale.

Note: Next to each acknowledgement there is a **question mark** that when hovered over, shows a description of what each acknowledgement means.

The screenshot shows a web browser window with a dark background. In the foreground, a white modal window titled "Approval Form - Order #5031825" is open. At the top of the modal, there are two input fields: "Email:" with the value "c.jones@barnlight.com" and "Initials:" with the value "CJ". Below these fields is a list of four checkboxes, each followed by a text description and a question mark icon. The first checkbox is circled in orange, and a yellow arrow points to it. The second checkbox is also circled in orange. The third and fourth checkboxes are not circled. At the bottom of the modal, there are two buttons: "Approve" and "Go Back".

Approval Form - Order #5031825

Email: * c.jones@barnlight.com Initials: * CJ

- Confirm the accuracy of this order. ?
- Understand the Terms and Conditions of the sale. ?
- Understand that my final invoice will contain the actual shipping charges for this order. ?
- Understand I am liable for any additional shipping or ancillary fees associated with the delivery of this order. ?

If you have any questions or concern, please contact customer service.

Approve Go Back

Step 5: Approve

Confirm Approval

When you are ready to proceed, click “OK” at the top to finalize the approval. Your order will then begin processing in our system.

The screenshot shows a web checkout page for barnlight.com. The page is dark-themed and displays a list of items with their prices. A modal window titled "Approval Form - Order #5031825" is overlaid on the page. The modal contains the following information:

- Header: "www.barnlight.com says" and "By submitting this form, you agree that all information entered is correct." with "OK" and "Cancel" buttons.
- Form fields: "Email: *" (containing "cjones@barnlight.com") and "Initials: *" (containing "CJ").
- Checkboxes for confirmation:
 - I confirm the accuracy of this order.
 - I understand the Terms and Conditions of the sale.
 - I understand that my final invoice will contain the actual shipping charges for this order.
 - I understand I am liable for any additional shipping or ancillary fees associated with the delivery of this order.
- Text: "If you have any questions or concern, please contact customer service."
- Buttons: "I Approve" and "Go Back".

The background page shows a table of items:

Item Name	Price	Quantity	Total
The Original™ Warehouse Goose-neck Light	\$263.00	1	\$263.00
Union Stud's Pendant Light	\$394.00	1	\$394.00

At the bottom of the page, there are two buttons: "Approve This Order" and "No, Something is Wrong".

Step 3: Edits Needed

No, Something Is Wrong

If you identify an issue with your order during the review process, click the “No, Something Is Wrong” button.

The Original™ Warehouse Gooseneck Light CODE: BLE-C-WMS14-150-C26-NA-150-NA-NA-NA-NA-NA-E26 Light Source: Standard Bulb E26/OU24 Shade Size: 14" Shade Shade Finish: 150-Black Gooseneck Arm: C26 Gooseneck Arm Gooseneck Arm Finish: Same as Shade Shade Accessory: None Mounting Accessory: None Socket Type: E26	\$363.00	1	\$363.00
Urban Studio Pendant Light CODE: BLE-C-STU-WH/12-250-CSBW-24-NA-NA-NA-E26 Shade Size: 12" Shade Shade Finish: 250-White Cord: Black & White Cloth CSBW Cord & Cable Length: 24" Cable & Cord Shade Accessory: None Socket Type: E26	\$394.00	1	\$394.00

Order Notes

This will need to ship signature required. Test

Summary

Payment method:	Net 30 - Terms 30 days after shipment date
Shipping Method:	TRD
Subtotal:	\$757.00
Total Tax @ 5%:	\$40.21
Total:	\$806.21

Step 4: Edits Needed

Submit Edits to Order

Next, enter your email address and provide a detailed description of the issue and click “Submit.”

A notification will be sent to Customer Care who will address the problem and correct your order. Once the issue has been resolved, Customer Care will ask you to start back at Step 1 to approve and verify the updated order.

Submit Issue With Order #5031826

Email: *

Ex: c.jones5523@gmail.com

Please describe the issue regarding this order: *

Submit Cancel

Indant Light \$394.00

EU-WH012-250-CSBW-24-NA-NA-NA-E25

Shade

SO-White

White Cloth (CSBW

Length: 24" Cable & Cord

by: None

Signature required Test

\$757.00

\$49.21

\$806.21

Approve This Order No, Something Is Wrong

We are here to help!

As always, you may reach out directly to your rep for questions, email sales@barnlight.com, or call 1-800-407-8784.