

Online Ordering Guide

For questions and help contact:
support@fenwaycommunications.com

Welcome to the Revere Medical portal!

If you are new to the site please click Create an Account below to get started.
Returning users can enter their username and password to log in.

LOGIN

Email or Username

Password

[Reset password](#)
[Create an account](#)

NEW USER REGISTRATION

To register for a new account, please click “Create an account” on the login page.
When complete, click the “Create Account” button.

Create an Account

Please fill out the information below and click the “Create Account” button.

General Information

First Name *

Phone

Last Name *

Cell Phone

Email *

Fax

Username

Time Zones

(UTC-05:00) Eastern Time (US & Canada) ▼

Title

Website

Address Information

Business Name

City *

Address 1 *

Country *

United States of America ▼

Address 2

State or Province *

▼

Address 3

Postal Code *

Password

Password *

Confirm Password *

☐ At least 7 characters
☐ At least 1 number
☐ At least 1 uppercase letter
☐ Not allowed symbols (& or #)
☐ (suggested) 1 symbol
☐ (suggested) 12 characters

NAVIGATION & CONTACT INFORMATION

Top Menu:

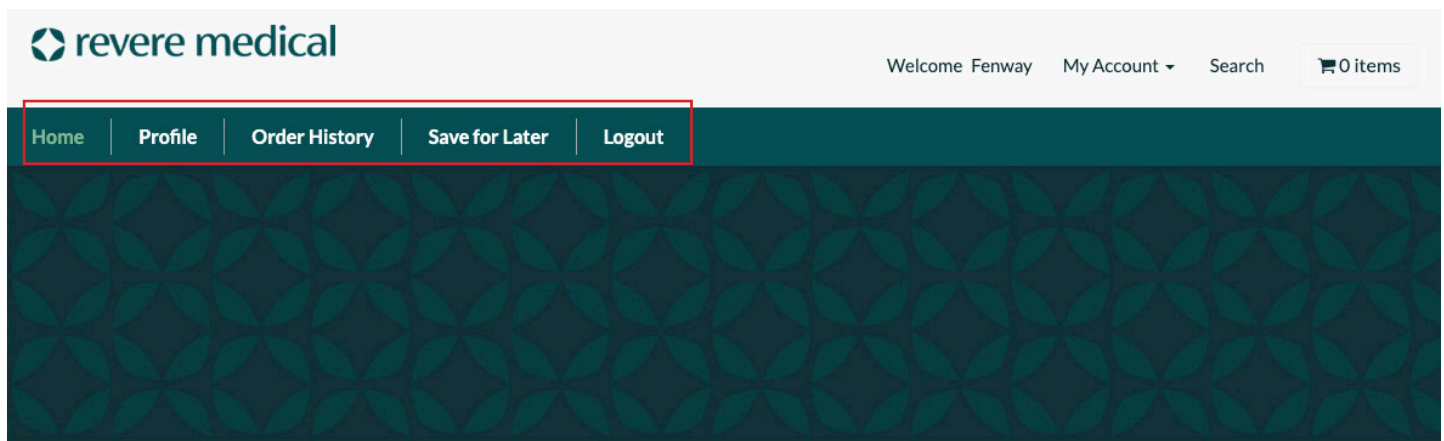
Home: Brings you back to the landing page, which lists the different categories (if any.)

Profile: Edit your name, contact information, username and password.

Order History: View your past orders.

Save for Later: If you started an order and then clicked "Save for Later," you can retrieve the saved item here. You can move these items into your shopping cart to purchase.

Logout: Log out of the site.



The Fenway Group's contact information is located in the footer of the site.

For order/status inquiries, email orders@fenwaycommunications.com.

For help with the site, email support@fenwaycommunications.com.

ABOUT US

FENWAY GROUP

870 Commonwealth Avenue, Boston, MA 02215

T: 617-226-1900

Order Support: csrs@fenwaycommunications.com


Site Support: support@fenwaycommunications.com

PLACING AN ORDER

Once you've selected your product, you must choose your quantity in the drop down and click "Customize Order" to personalize it with your information.

You can also add any special notes about the order in the "Additional Instructions" box on the product detail page. There is another opportunity for this on the Checkout page.

Clinic Business Card



Quantity

✓ 250

500

1,000

Additional Instructions

Customize Order

Fill out all of the required fields marked with an asterisk.

Update Preview: Click this after filling out the form to proof your item.

Download Proof: Download a PDF of the item.

Save for Later: Puts this job in your "Save for Later" tab on the home page. You can come back to this job to edit it or check out.

Finish Editing: Adds the item to your shopping cart.

Tip: You can change the preview size with the drop-down above the proofing area.

Page
1

Preview Size
Standard

Cancel

Save for Later

Finish Editing

All required items complete

Clinic Name
Please Select

Name *
First Lastname

Title *
Title

Address Line *
825 Washington Street

Suite
Suite 340

City *
Norwood

State (2 letter abbreviation) *
MA

revere medical

First Lastname
Title
825 Washington Street, Suite 340
Norwood, MA 02062
(111) 222-3333
reveremedical.com

Approve Document

☐ Yes, I approve this document.

Continue Editing

Add to Cart

You will be asked to approve the proof one last time before adding it to your shopping cart.

SHOPPING CART & CHECKOUT

The Shopping Cart page allows you to view your order summary, duplicate an order, save an order for later, or edit an order. Click the “Checkout” button to continue to the Shipping page.

Shopping Cart

First Lastname
1112223333
name@email.com

Clinic Business Card

250

Details

Quantity = 250

Job Item Name

First Lastname

Subtotal

\$30.00

Checkout

Continue Shopping

Select your shipping address from the drop down or click the plus (+) button to add a new shipping address. All orders will ship via UPS Ground.

Shipping

Ship To

First Lastname, 123 Main Street, Anywhere, MA

Q

+

First Lastname

1112223333

name@email.com

123 Main Street

Anywhere, MA US 01234

Shipping Method

UPS Ground \$18.19

Subtotal

\$30.00

Shipping

\$18.19

Tax

\$0.00

Total

\$48.19

Continue

Please be sure to enter your PO number upon checkout. You can also enter any special notes about the order in the comments field. (Specific edits or turnaround requests.) The “Complete Order” button is the last step and submits your order to Fenway.

Checkout

Please fill out the following information before completing your order.

Payment Method

Check Out

Billing Address

Edit

First Lastname, 123 Main Street, Anywhere, MA

Q

+

First Lastname

1112223333

name@email.com

123 Main Street

Anywhere, MA US 01234

Please Enter PO *

Comments (optional)

Subtotal

\$30.00

Shipping

\$18.19

Total Before Tax

\$48.19

Tax

\$0.00

Total

\$48.19

Complete Order