



Reordering Products

To quickly place an order for products that you use frequently, simply reorder products from past orders.

1. Login to your account at RhythmLink.com/login. If you have not setup an online account with RhythmLink, please see *Setup Online RhythmLink Account*.

The screenshot shows the RhythmLink website's login page. At the top left is the RhythmLink logo. To the right is a search bar and navigation links for 'Login', 'Contact Us', and 'Hours and Location'. Below the logo is a navigation menu with 'Product Lines', 'Our Company', 'Custom Solutions', and 'Customer Support'. The main content area is titled 'Login' and contains a form with 'Username' and 'Password' fields, and a 'Login' button. At the bottom right, there is contact information including phone numbers for 'Call' and 'Fax', and an address for 'Write'.

Product Lines Our Company Custom Solutions Customer Support

Search our website

Login Contact Us Hours and Location

Username

Password

Login

Call
803-633-3754
803-202-1222

Fax
803-202-1111

Write
General & Payment Mktg.
P.O. Box 2040
Columbia, SC 29202

SUBSCRIBE TO OUR MAILING LIST SUBSCRIBE



2. Scroll the list under *My Last 20 Orders* on *My Dashboard* until you find the order you are looking for.

MY PROFILE [UPDATE](#)

Username: bgilchrist@impulsemonitoring.com
Full Name: Brooke Gilchrist
Email: bgilchrist@impulsemonitoring.com
Billing Address: 10420 Little Patuxent Pkwy, Columbia, MD 21044

364 SAVED SHIPPING ADDRESSES

- A. Roedel - 1001 Bridgeport Ave
- Aaron Kazamatz - 3257 Metrose Avenue
- Aaron Knecht - 9107 Town and Country Blvd
- Adam Newcomb - 8068 Flannigan Mill Rd
- Adam Rasheed - 10 Scarlet Sage Ct
- Anthony Bonifacio - 18 Glenhurst Blvd

MY LAST 20 ORDERS

Order #	Date	Item Description	Price
87358	04/07/16	10420 Little Patuxent Pkwy 20 Corp. Ctr. #250 Columbia, MD 21044	\$85.00
87359	04/07/16	10420 Little Patuxent Pkwy 20 Corp. Ctr. #250 Columbia, MD 21044	\$44.00
87360	04/07/16	10420 Little Patuxent Pkwy 20 Corp. Ctr. #250 Columbia, MD 21044	\$44.00
87284	04/06/16	10420 Little Patuxent Pkwy 20 Corp. Ctr. #250 Columbia, MD 21044	\$135.60
87285	04/06/16	10420 Little Patuxent Pkwy 20 Corp. Ctr. #250 Columbia, MD 21044	\$1,682.00
87297	04/06/16	10420 Little Patuxent Pkwy 20 Corp. Ctr. #250 Columbia, MD 21044	\$1,923.00

[Load the next 20 orders](#)

Order Details

Back to My Profile

ORDER 87285 Status: Shipped [Track Order](#)

Item #	Description	Qty	Unit Price	Total Price	Action
1	RLSND116-1.5 24 CG1, 13mm BENT NEEDLE ELECT	10	\$68.00	\$680.00	Reorder
2	PST CUS25026 Parallel Pair Sticky Pad	3	\$99.00	\$297.00	Reorder
3	RLSND140-1.5 12 CG1 CORKSCREW NEEDLE ELECTR	10	\$45.00	\$450.00	Reorder
4	RLSND121-2.5 10 CG1 13mm PAIRED NEEDLE ELEC	15	\$17.00	\$255.00	Reorder

Order Total \$1,682.00

3. Click on the order number to view order details.

Order Details

Back to My Profile

ORDER 87285 Status: Shipped [Track Order](#)

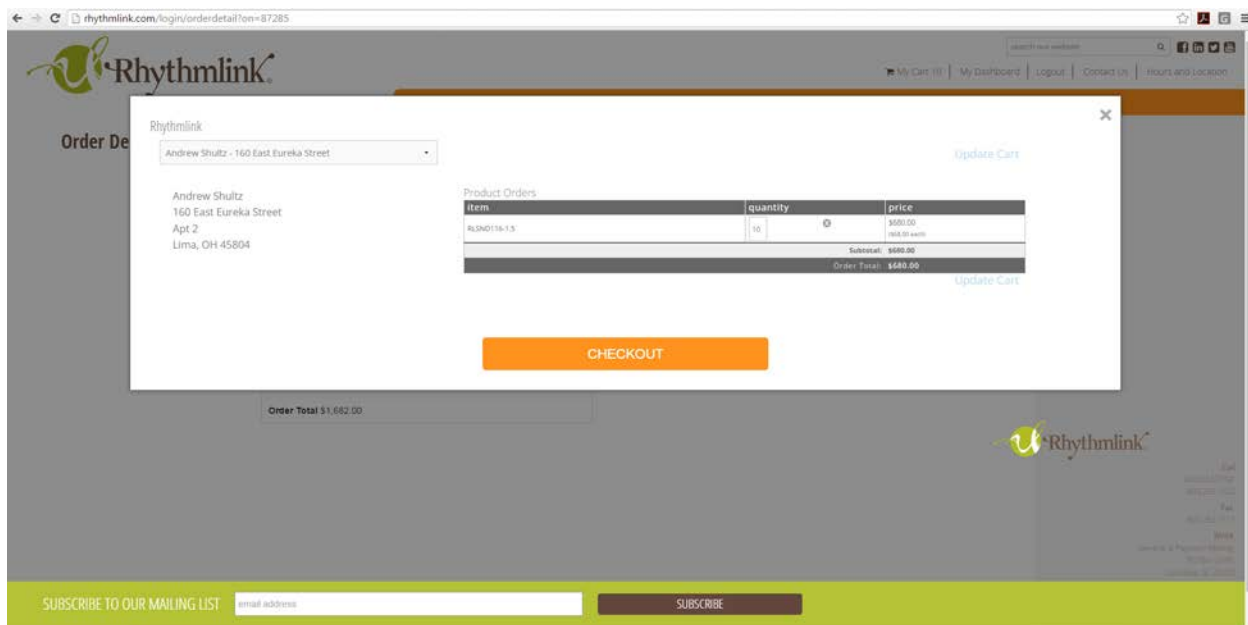
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Order Total \$1,682.00

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4. Find the product in the order that you would like to reorder and select *Reorder*.
5. Once you have reordered all of your products from this order, you can select *Back to My Profile* and select a different order to order from as well.
6. Once you are complete with entering your products, select *My Cart* in the upper right corner.



7. From here you can change quantities for products ordered if needed, once quantities are updated, select *Update Cart*
8. To remove items from your cart, select the *X* next to the quantity of the product you want to remove.



The screenshot shows the RhythmLink website interface. At the top, the RhythmLink logo is displayed. Below the logo, there is a navigation bar with links for 'My Cart (0)', 'My Dashboard', 'Logout', 'Contact Us', and 'Home and Location'. The main content area is titled 'Order Details' and features a dropdown menu for selecting a shipping address. The dropdown menu is open, showing a list of addresses, with 'Andrew Shultz - 160 East Eureka Street' selected. Below the address list, there is a 'CHECKOUT' button. To the right of the address list, there is a 'Product Orders' table with columns for 'Item', 'Quantity', and 'Price'. The table contains one row: 'FLSND116-1.5' with a quantity of 10 and a price of \$600.00. Below the table, there is a 'Subtotal: \$600.00' and an 'Order Total: \$600.00'. There are also 'Update Cart' buttons above and below the table. At the bottom of the page, there is a 'SUBSCRIBE TO OUR MAILING LIST' section with an email address input field and a 'SUBSCRIBE' button.

9. You will need to select the shipping address that you would like the order to ship to. The list of available shipping addresses on your account are in the drop box. Once complete, select *Checkout*.
10. If you need to add a new shipping address, select any address and you'll be able to update it on the next screen.
11. Select your shipping and payment options.
12. Select *Complete Your Purchase* to place your order.



← → ↻ https://orders.rhythmlink.com/checkout?fc_auth_token=71692c7051e179b4a344c703dd161f5d9c24ce09&fc_cust



<< Cancel and Continue Shopping

Checkout as a Guest

Email* bgichrist@impulsemonitoring.com

item	quantity	price
RLSND116-1.5	10	\$680.00
		(\$68.00 each)
Subtotal:		\$680.00
Shipping & Handling:		\$0.00
Order Total:		\$680.00

Billing Address

Country*
United States

First Name*
Brooke

Last Name*
Gilchrist

Company

Address 1*
10420 Little Patuxent Pkwy

Address 2

City*
Columbia

State*
Maryland

Postal Code*
21044

Phone

Use a different shipping address.

Shipping Address

Country*
United States

First Name*
Andrew

Last Name*
Shultz

Company

Address 1*
160 East Eureka Street

Address 2
Apt 2

City*
Lima

State*
Ohio

Postal Code*
45804

Phone

Subtotal

An order confirmation with the total will be sent to you (per your account instructions) upon completion of your order. Your total will show as \$0.00 as customer's pricing is unique based upon volume.

Cart Subtotal	\$680.00
Shipping & Handling	\$0.00
Tax	\$0.00
Order Total	\$680.00

Shipping Info

- Ground
- 2nd Day Air
- Express Air

How did you hear about RhythmLink?

Payment

Pay by Purchase Order or Invoice

PO Number

If you want to be invoiced, enter "INVOICE" as your PO Number



Call
866.633.3754
803.252.1222

Fax
803.252.1111

Write
General & Payment Mailing
PO Box 2045
Columbia, SC 29202

