1. Click on the “Retrieve quotes” link.

2. The Quote List web page has fields to enter the “Quote #” and the “Email.” Click on the “Search” button.
3. Review the information on the Quote Details web page and click the “Add to Cart” button to continue with an order.

4. Review the items that are added to the SHI shopping cart. Click on the “Check Out” button and the “Finish” button on the subsequent SHI screen to return to the Shop@UW storefront shopping cart.