

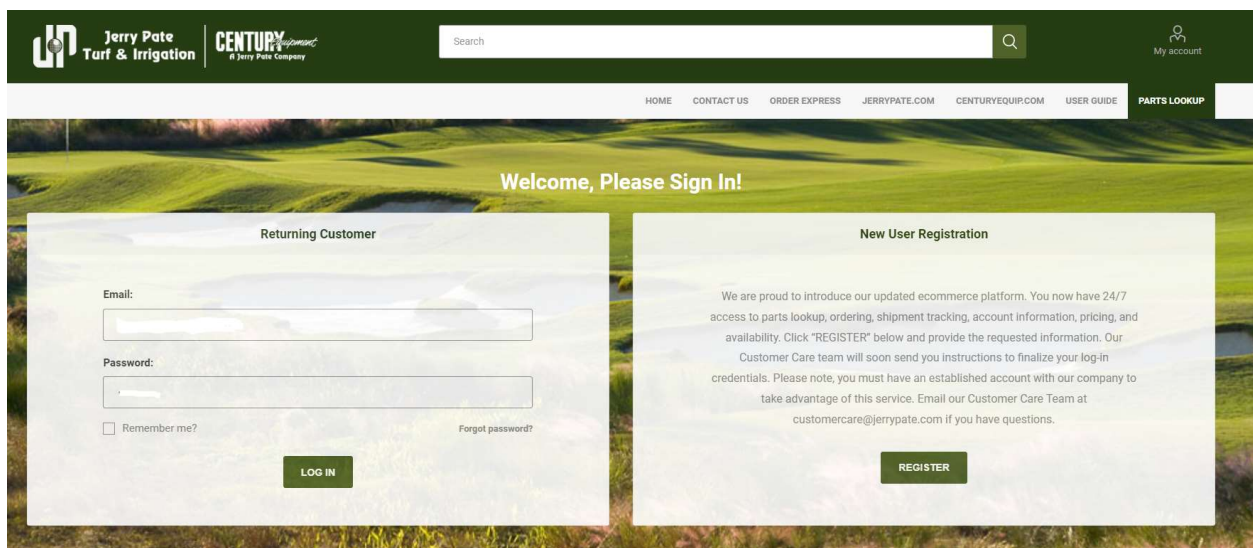


**Jerry Pate
Turf & Irrigation**

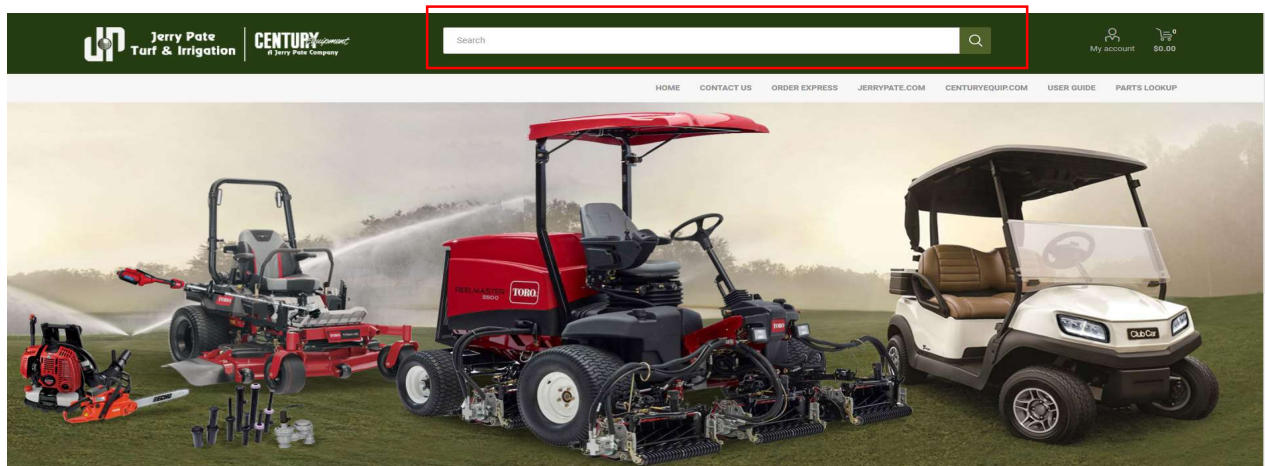
CENTURY Equipment
A Jerry Pate Company

Ecommerce User Guide

- Log-in Screen
 - Enter username and password
 - If you do not currently have a username and password, click the “REGISTER” button under “New User Registration”. You must have an established account to register for an online user account.

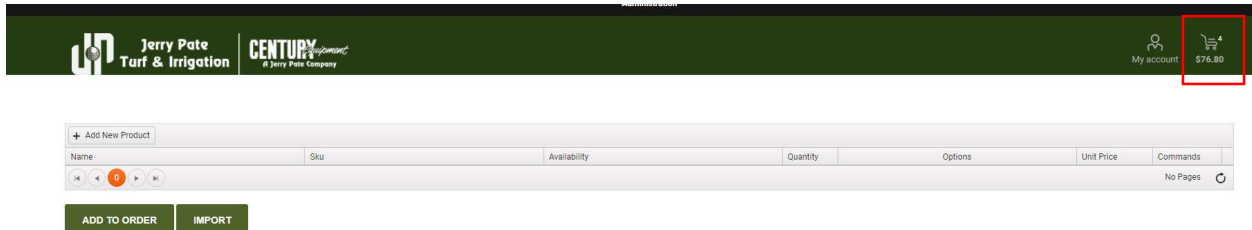
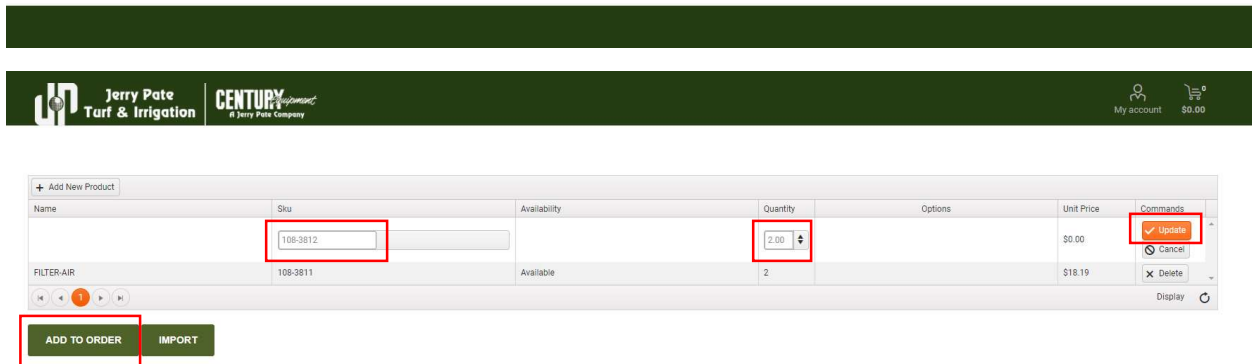
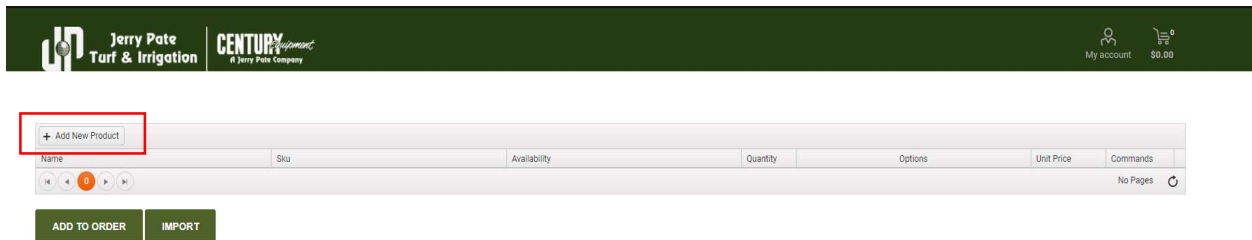
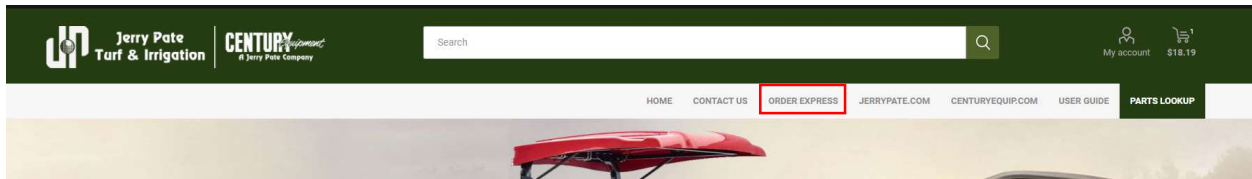


- Home Screen
 - The search box allows you to enter a sku # to find price and availability.
 - You can add items to cart from here.



➤ Order Express



- If you have your item numbers ready, go to order express to place your order.
- Click “Add New Product”.
- Enter item number, quantity, click “Update”.
- Once all your items are added, click “Add to Order”.
- Click the shopping cart icon at top left to go to cart.



- From “My Cart” you can perform the following:
 - Remove items if needed.
 - Change quantity.
 - Add notes that will go to our Customer Care Team.
 - Continue shopping if needed.
 - If you are satisfied with your order, check the box that you have agreed to the terms of service.
 - Click “Proceed to Checkout”.



My Cart

Remove	Image	Product(s)	Price	Qty	Total
<input type="checkbox"/>		FILTER-AIR 108-3811	\$18.19	2	\$36.38
<input type="checkbox"/>		FILTER-AIR 108-3812	\$20.21	2	\$40.42

Notes

Subtotal: \$76.80
Tax: \$7.30
Shipping and handling cost will be calculated at time of shipment and added to invoice: \$84.10

I agree with the terms of service and I adhere to them unconditionally ([read](#))

PROCEED TO CHECKOUT



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➤ Checkout

- Billing address defaults to the billing address on your account.
- Click “Continue” to pick your shipping address.

Checkout

1 Billing address
Select a billing address from your address book.
SUNBELT GOLF CAPITOL HILL GC, 702 REDFIELD RD, PRATTVILLE, Alabama 36066-7710, United States
CONTINUE
2 Shipping address
3 Shipping method
4 Payment method
5 Payment information
6 Confirm order

➤ Shipping Address

- All shipping addresses on your account will be available.
 - Click the drop-down arrow if you have multiple ship-to addresses.
- You will not be able to manually add a shipping address.
- Click “Continue” to go to shipping method.

Select a shipping address from your address book.
JP, 123 Street Address, City, Florida 01234, United States
BACK CONTINUE



➤ Shipping Method

- Your shipping method will automatically default to your current service.
- Express options will be available for additional charges.
- Click “Continue” to go to payment method.

3 Shipping method

70 UPS Ground Standard

Expedite My Order: Standard Overnight / Next Day Air

Expedite My Order: Priority Overnight / Next Day Air Early


Expedite My Order: Saturday Delivery / Next Day Air Saturday Delivery


[BACK](#) [CONTINUE](#)



- **Payment Method**
 - You will have the option to pay on account or with a credit card.
 - Credit card only customers will automatically default to the credit card payment function.
 - Click “Continue” to go to the payment information screen.

4 Payment method

 **Credit Card**
Pay by credit / debit card


 **On Account**
Pay On Account

BACK CONTINUE

- **Payment Information**
 - Enter PO# or Reference in the PO Number field.
 - Click “Continue” to go to the confirmation screen.

5 Payment information

PO Number:

Image	Product(s)	Price	Qty	Total
	FILTER-AIR 108-3811	\$18.19	1	\$18.19

Subtotal: \$18.19

Tax: \$1.73

Shipping and handling cost will be calculated at time of shipment and added to invoice: \$19.92

BACK CONTINUE



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➤ **Confirm Order**

- Check the box to agree to terms of service.
- Click “Confirm” to complete your order.

Image	Product(s)	Price	Qty	Total
	FILTER-AIR 108-3811	\$18.19	2	\$36.38
	FILTER-AIR 108-3812	\$20.21	2	\$40.42

Subtotal: \$76.80

Tax: \$0.00

Shipping and handling cost will be calculated at time of shipment and added to invoice: \$76.80

I agree with the terms of service and I adhere to them unconditionally (read)

BACK
CONFIRM

➤ **Congratulations, you just placed your order.**

- You will soon receive an email with your order confirmation.
- You can click the “Home” button or “Continue” to go to the main page.



Thank you

Your order has been successfully processed!

Order number: Document Number Assignment In Progress

[CLICK HERE FOR ORDER DETAILS.](#)

\$76.80

CONTINUE



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Access to Your Account Information

- Click the “My Account” icon at top right of screen.

- Review Orders
- Change Password if needed
- Reports will be available in the future
- Order Portal
 - View order history
 - View invoices
 - View Quotes
 - View Returns
 - Track Orders
 - Find documents by item #, po number, or document number.
 - Pay invoices online.
- If you change the date range or make an input to one of the data fields below, click “Refresh” first, then “Search”.

Options	Document Number	PO Number	Customer Number	Status	Service	Document Due Date	Total	Outstanding Balance
▶ Pay Now	316450	mpr012122	003495	Open		2/20/2022	\$124.47	\$124.47
▶ Pay Now	315961	mpr011022	003495	Open		2/18/2022	\$61.86	\$61.86
▶ Pay Now	315671	mpr011822	003495	Open		2/17/2022	\$116.22	\$116.22
▶ Pay Now	314780	mpr011322	003495	Open		2/12/2022	\$273.54	\$273.54

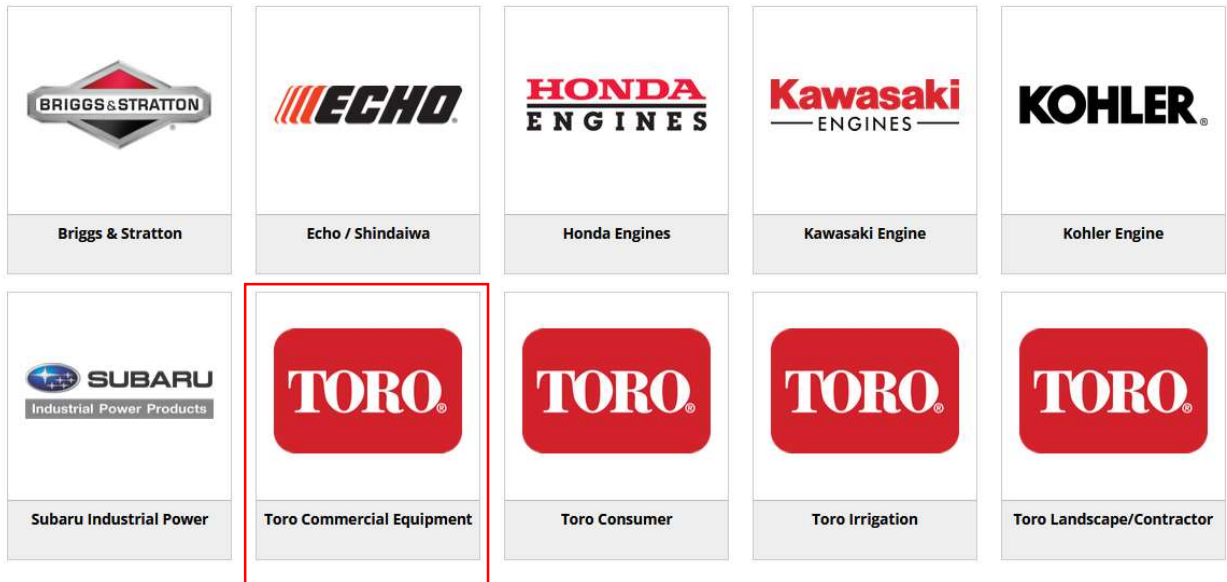


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PartSmart™ Parts Look-Up

- Click “Parts Lookup” in the header bar.
- Pick the brand of product for the machine that you are working on.



- Enter model number.

TORO Change Br

Quick Search:

Model

Part

Browse Catalog:

Aerators

Attachments

- Pick the range of serial numbers that your unit falls between.



Search results for "04358"

Model

04358, Greensmaster 3150 2-Wheel Drive Traction Unit, (SN 400000000-401287376)

04358, Greensmaster 3150 2-Wheel Drive Traction Unit, (SN 401287377-401319502)

04358, Greensmaster 3150 2-Wheel Drive Traction Unit, (SN 401319503-401319525)

04358, Greensmaster 3150 2-Wheel Drive Traction Unit, (SN 401319526-401378000)

04358, Greensmaster 3150 2-Wheel Drive Traction Unit, (SN 401378001-402990000)

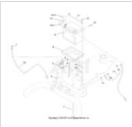



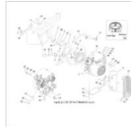











04358, Greensmaster 3150 2-Wheel Drive Traction Unit, (SN 402990001-403410000)

04358, Greensmaster 3150 2-Wheel Drive Traction Unit, (SN 403410001-407139999)

- A list of parts assemblies will be presented. Pick the one that fits what you are looking for.

Search results for "04358" > 04358, Greensmaster 3150 2-Wheel Drive Traction Unit, (SN 401319503-401319525)

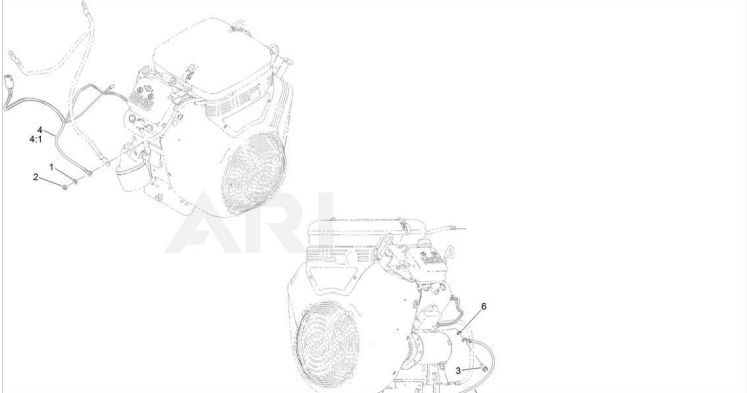
Filter by Part # or Description Q

 Battery Assembly	 Brake Assembly No. 104-7705	 Center Pull Frame Assembly	 Control Panel Assembly	 Engine Installation Assembly	 Engine Wire Harness Assembly	 Front Hydraulic Reel Drive and Hose...	 Front Lift Cylinders Hose and Filte...
 Front Wheel and Brake Assembly	 Fuel Tank Assembly	 Ground Drive Assembly	 Hydraulic Cylinder Assembly No. 131...	 Hydraulic Cylinder Assembly No. 131...	 Hydraulic Gear Pump Assembly No. 11...	 Hydraulic Manifold Assembly	 Hydraulic Manifold Assembly No. 112...

➤ Pick the part and quantity you need and add to cart.

Search results for "04358" > 04358, Greensmaster 3150 2-Wheel Drive Traction Unit, (SN 401319503-401319525) > Engine Wire Harness Assembly

Change Assembly ✕ + -



Ref:	3253-3	1	WASHER-LOCK	1	Add To Cart
Ref:	43-2830	2	NUT-HEX	1	Add To Cart
Ref:	32144-10	3	SCREW-HWH	1	Add To Cart
Ref:	105-8276	4	HARNES-WIRE, ENGINE	1	Add To Cart
Ref:	106-4642	4:1	HARNES-WIRE, FUSIBLE LINK	1	Add To Cart
Ref:	108-6486	5	WIRE-GROUND	1	Add To Cart
Ref:	3255-7	6	WASHER-LOCK/EXT	1	Add To Cart