

A quick user's guide to entering a Western Rewards claim, and submitting an invoice.

Preferred Browsers:

- > Windows: Internet Explorer & Chrome.
- > Mac: Safari & Chrome.
- > Android: Chrome
- > iPhone/iPad: Safari

1. Go to www.Western-Sales.com/Rewards and click this link.

2. Enter your username and password.

(If you don't have a username and password, yet, click this link on the webpage.)

3. Once you're in the Entry page, type your sales invoice number into this box, and then enter or choose the sales invoice date into this box.

WESTERN REWARDS

[LOG-IN TO WESTERN REWARDS](#)

ABOUT WESTERN REWARDS

Western Sales Company is pleased to offer simple, convenient online redemption to Northern California and Northern Nevada sales associates for the sales incentive programs developed by Western Sales. To become a member of the Western Rewards program, [sign up by submitting this form.](#)

Western Sales
Rewards Sales Tracking

Welcome, Test Case [View Entries Statement](#)

Sales Invoice # Invoice Date

Choose Manufacturer

- TOTO
- Washlet / Neorest**
- Oliveri
- TOTO Faucets

Choose Model

Model Number	Reward Value
MS982CUMG	\$75.00
SW573	\$30.00
SW574	\$30.00
SW574T20	\$50.00
SW583	\$30.00

4. Choose the Manufacturer for the first item on your invoice.

Depending on your showroom's displays, you might see different manufacturers listed.

5. Then choose the eligible Model Number from the list below.

Choose Manufacturer

- TOTO
- Washlet / Neorest**
- TOTO Faucets

Choose Model

Model Number	Reward Value
MS982CUMG	\$75.00
SW573	\$30.00
SW574	\$30.00
SW574T20	\$50.00
SW583	\$30.00

Model Description
S300E Washlet, elongated

Qty of SW574 on Invoice:

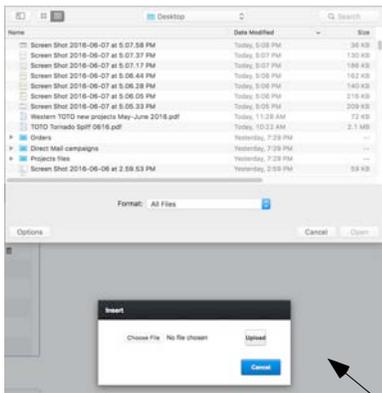
Rewards (each) TOTAL

6. Then enter the quantity of that Model number that is on this invoice.

7. Enter the quantity on this invoice, hit the tab key on your keyboard, and click the **Add [model number] to Claim** button. If you do not hit the tab key after you enter the quantity, you *may* have to click the **Add to Claim** button twice.

You can add more than one Manufacturer to each Rewards

8. Once you've added all eligible items to your Rewards claim, click the Upload Invoice button, below



Navigating to your invoice copy: make sure that the Invoice number matches the the Sales Invoice number that you entered at the top of your Rewards claim form - and click the Upload button

9. Once you've uploaded your Invoice, click the Submit button at the bottom of the claim form.

10. At that time, you'll be given the option of Entering a claim for a new invoice, or of closing the page.

Choose Manufacturer

TOTO

Washlet / Neorest

Oliveri

TOTO Faucets

Choose Model

Model Number	Reward Value
MS982CUMG	\$75.00
SW573	\$30.00
SW574	\$30.00
SW574T20	\$50.00
SW583	\$30.00

Model Description

S300E Washlet, elongated

Qty of SW574 on Invoice:

Add SW574 (x1) to Claim

Rewards (each)

TOTAL

ITEMS ADDED to P12345

Model	Reward Value
SW574	\$30.00
SW574	\$30.00
TL211DD	\$20.00

Total on Invoice: **\$80.00**

Upload Invoice

TORNADO TOTO

JUNE ONLY!

> \$110 1.28 GPF TORNADO
> \$115 1.0 GPF (1G) TORNADO

Submit

11. To check the status of claims you've made (including whether they've been processed, if your check in on the way, or if there is a problem with your submission, click the **View Entries Statement** button.

Western Sales

Rewards Sales Tracking



Welcome, Test Case [View Entries Statement](#)

Sales Invoice # Invoice Date

Choose Manufacturer

TOTO
Washlet / Neorest
Oliveri
TOTO Faucets

Choose Model

Model Number	Reward Value
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July 2016

SUN	MON	TUE	WED	THU	FRI	SAT
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6