



1. Access the Crescent Supplies website at www.shopmerchantsupplies.com
2. Click on the **“Login Now”** button on the right hand side of the screen.
3. To access the site, you must first create a username and password. To do this, you **must** first complete the information listed under the **“Create a New Account”** section of the screen.
4. Enter the information as follows:
 - Membership ID** - Type in **CrescentProGrp1**
 - Membership Password** - Type in **CrescentProAxes1**
 - Merchant ID** - Type in the last 6 digits of your CPC Merchant Identification Number
 - Merchant Name** - Type in the name of your business
 - First Name** - Type your first name
 - Last Name** - Type your last name
 - Email Address** - Type in your email address
 - Password** - Create and type in a password. You will use this password to log in each time you order supplies.
 - Confirm Password** - Retype your password.
5. Click the **“Create an Account”** button at the bottom of the screen.
6. Once the account is created, you will be taken to the home page of the Crescent Supplies website. You can order any type or quantities of supplies directly from our site and check out all in one easy process. Simply refer to the attached supply listing to select the type of supplies and product number you need for your equipment.
7. Once you have selected the type of supplies you need, type in the quantity desired and click on the **“Add to Cart”** button. You may then select your next item.
8. Once you are finished selecting items click on the **“View Cart”** tab at the top of the web page and review your order. If the order is incorrect, you may amend the order on this page. If the order is correct and you are ready to check out click the **“Checkout”** button at the bottom of the page.
9. In the **Select a Shipping Address From Address Book** box, type the word **“Address.”** Then complete the **Shipping Information** page with your shipping information. You can select **“Address”** from the menu to populate the shipping information fields for future orders. Click **“Continue”** at the bottom of the screen.
10. Review the Shipment Summary screen to ensure your order details are correct. Select a shipping carrier and level of service for your product shipment. Then review the total merchandise and shipping total at the bottom of the screen and click **“Continue”**.
11. From the Payment Information screen select the type of credit card you wish to use to pay for your order. Complete the requested information and click on **“Complete Order”** at the bottom of the page.
12. Your order is now complete and will be shipped to you same day. You will receive an email order confirmation detailing your order.



Product



**Crescent
Optimum
Part Number**



**Crescent
Diamond
Part Number**



**Crescent
Wireless
Part Number**

Power Pack	PWR-870066-002	PWR-T7P	Call CPC Client Services
16 ft. Pinpad Cord	CBL-810022-009	CBL-810022-009	N/A
Manual Imprinter	IMP-NBSIMPR	IMP-NBSIMPR	IMP-NBSIMPR
Sales Draft Slips (100 count)	1SD-59082	1SD-59082	1SD-59082
Imprinter Plate	Call CPC Client Services	Call CPC Client Services	Call CPC Client Services
Telephone Line Splitter	MIS-TLS	MIS-TLS	N/A
Paper Cover	N/A	MIS-600297-001	N/A
Thermal Paper (230' / 6 rolls)	N/A	6PT7PTH	N/A
Thermal Paper (230' / 12 rolls)	N/A	12PT7PTH	N/A
Thermal Paper (230' / 24 rolls)	N/A	24PT7PTH	N/A
Thermal Paper (230' / 50 rolls)	N/A	50PT7PTH	N/A
Thermal Paper (85' / 6 rolls)	6PPRTPAK	6PPRTPAK	N/A
Thermal Paper (85' / 12 rolls)	12PPRTPAK	12PPRTPAK	N/A
Thermal Paper (85' / 24 rolls)	24PPRTPAK	24PPRTPAK	N/A
Thermal Paper (85' / 72 rolls)	72PPRTPAK	72PPRTPAK	N/A
Thermal Paper (6 rolls)	N/A	N/A	6P8000
Thermal Paper (12 rolls)	N/A	N/A	12P8000
Thermal Paper (24 rolls)	N/A	N/A	24P8000
Thermal Paper (100 rolls)	N/A	N/A	100P8000