

The Company Store is now OPEN for BUSINESS! Our supplier, Bacon & Co, has tried to stock the shelves with the items you traditionally ordered, and is looking to add even more to come.

After 6 months of employment, everyone who works in the field is eligible for \$125 per year to use towards company logo gear. Online ordering lets you select from a variety of items intended to be helpful and practical on the job, regardless of your specific trade.

The re-opened store features an improved website for easier ordering, and MONTHLY order fulfillment!

How it works

- Employees are eligible to order after **6 months** of full-time employment.
- **Field Employees** have an annual “coupon” worth \$125 to use on company merchandise.
 - Order exceeds \$125 or don’t qualify for a coupon? Anything not covered by the \$125 is payroll deducted after the order is delivered.
 - Coupon or not, everything is taxed. (Taxes count towards the \$125!)
- Once alerted via email to set up an account, employees create an Email and Password on the store website so they can place and verify their orders whenever they want.
- Order anytime. Orders are consolidated and placed monthly on the 15th... Orders should be filled within 4 weeks of being placed.
- All orders are delivered to Knoxville, and then sent out to offices in Tri-Cities, Roanoke and Asheville as soon as possible.

Start at the SKMES Employee Portal.

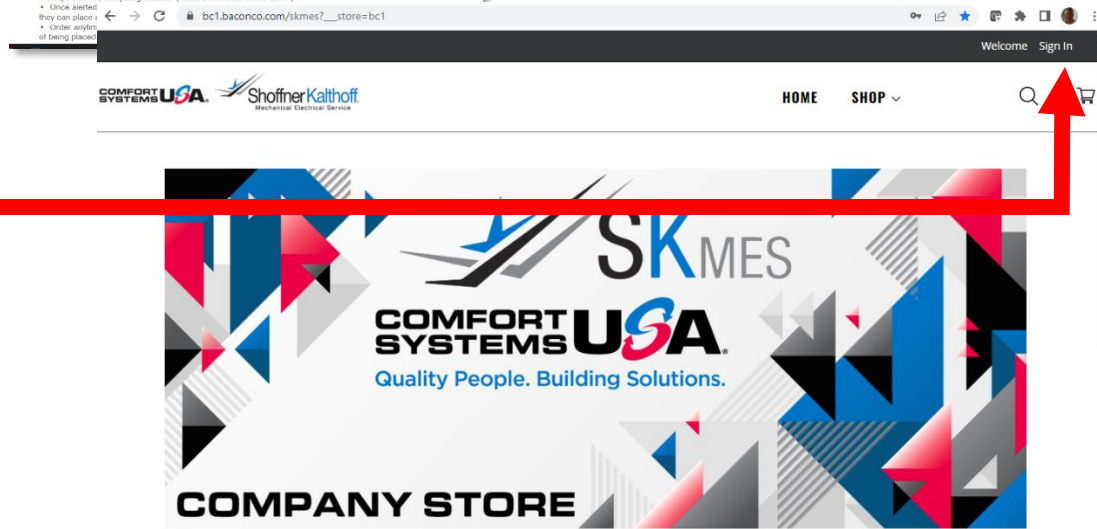
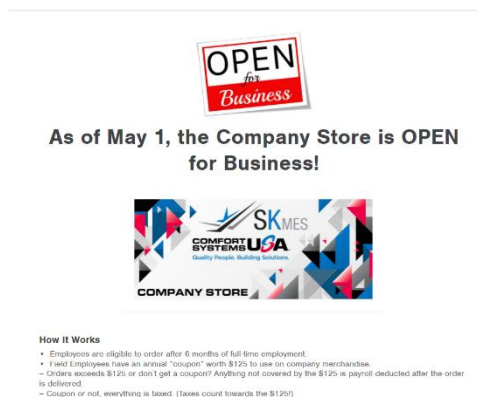
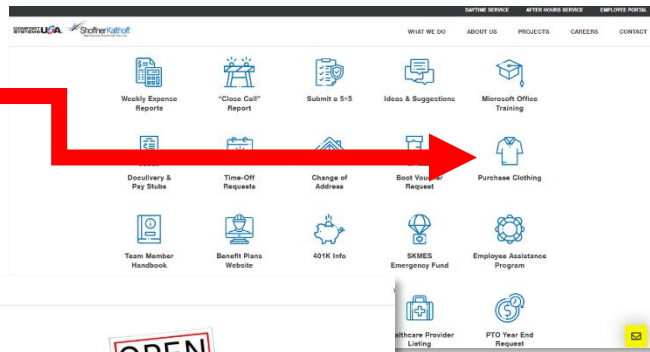
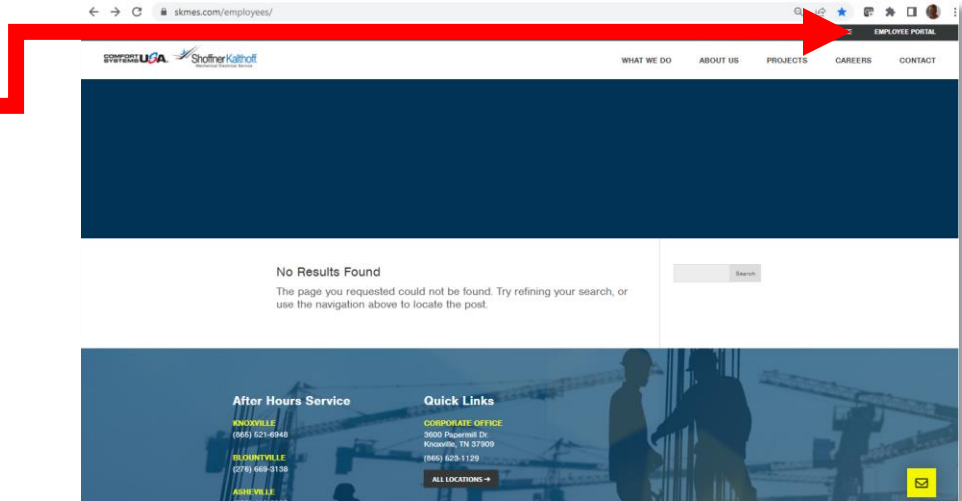
skmes.com/employee-portal/

The portal Password is always SKMESTempPW.

Click "Purchase Clothing" to see how the clothing benefit works, how soon you can expect an order and other info.

SEE the Page that looks like this? You have arrived at the entrance!

Click "Sign In"

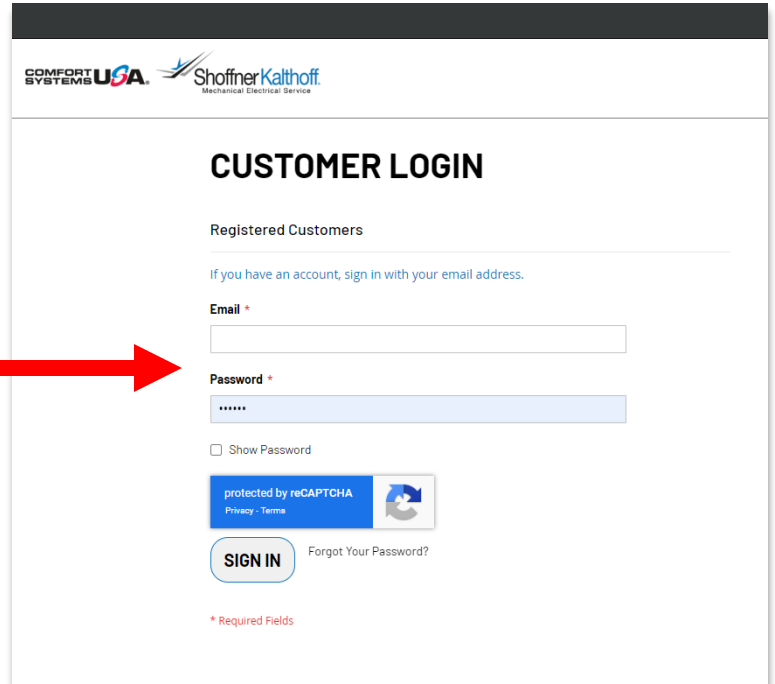


Enter your email and Password

Use the email where you got the message about the store. Might be work or personal.

For your password, use the capital letters of your first and last initial followed by the LAST 4 of your SSN.

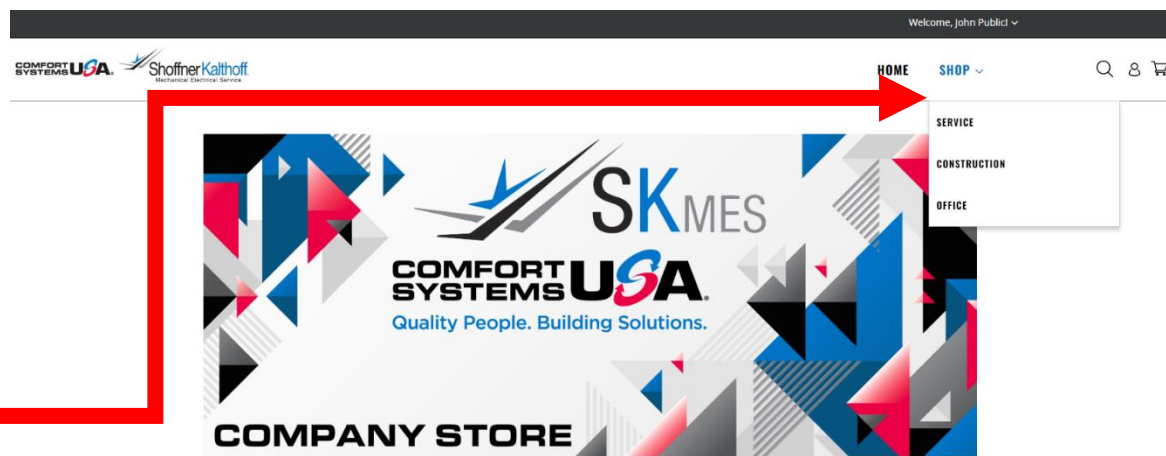
Ex: William Smith would be “WS1234” as his Bacon & Co site Password.



BEFORE YOU START SHOPPING...

Click the “SHOP” button and select if you are Service or Construction.

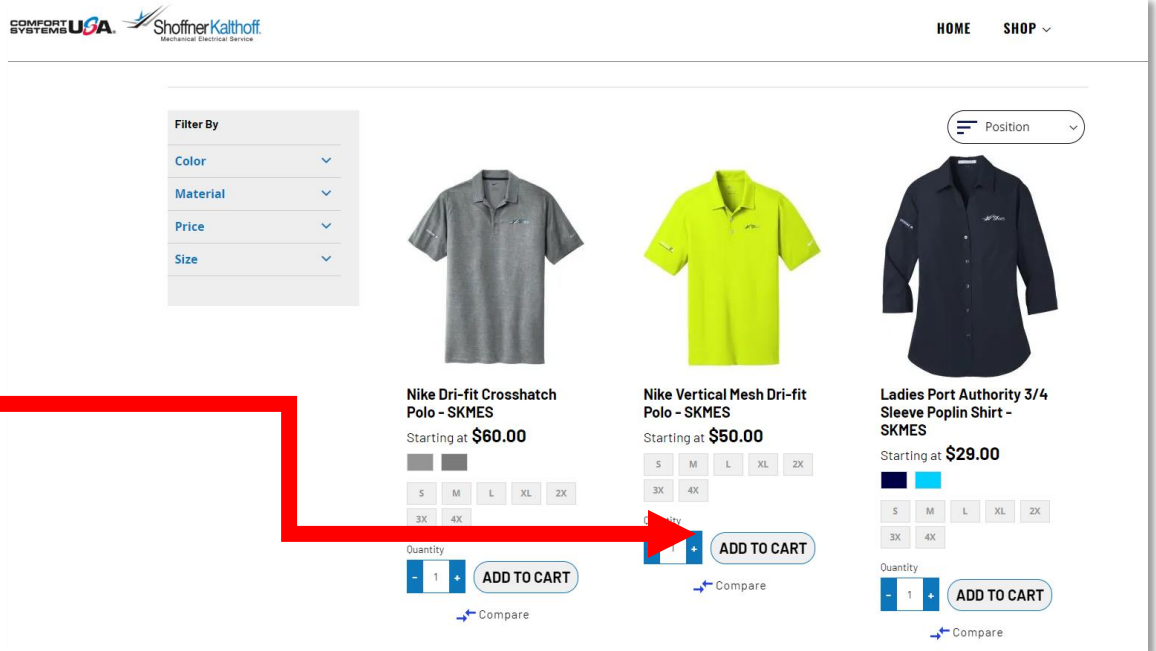
This makes sure you get the right logo for your department.



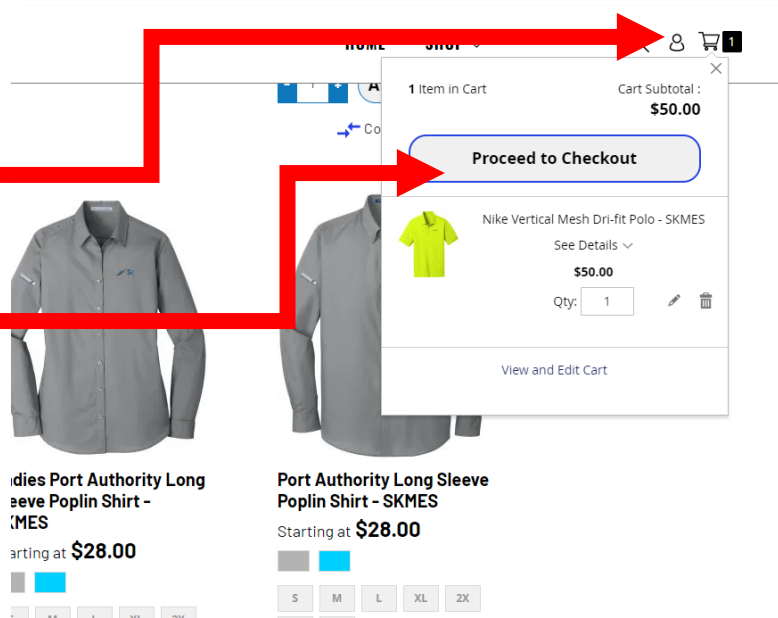
Start shopping!

Once you select the item, size, color, etc., click “Add to cart”.

Use the < arrow to return to shopping or click the Shop button again.



Once you are finished shopping, Click on your Shopping Cart: If it looks right, click “Proceed to Checkout”.



For “Shipping” -
Confirm your
name and the
Location to
make sure it gets
to you!

Select Pick-
Up/Delivery.
Then click NEXT.

When you see
the Review &
Payments, be
sure to click the
“USE STORE
CREDIT” button
to apply your
coupon.

You will be
asked to choose
“Purchase
Confirmation”, a
number ending
with your last
name.

Then click “Place
Order”! Look for
your email
confirmation!

That’s it! Orders
are shipped
within 4 weeks!

The screenshot shows a multi-step checkout process. Red arrows highlight the following steps:

- Address Confirmation:** An arrow points to the 'Confirm Location' field, which contains 'Knoxville Construction'.
- Shipping Method:** An arrow points to the 'Pick-Up' option, which is selected and priced at '\$0.00'. A 'USE STORE CREDIT' button is also visible.
- Review & Payments:** A progress bar shows 'Review & Payments' as the current step. An arrow points to the 'USE STORE CREDIT' button.
- Payment Method:** An arrow points to the 'Purchase Confirmation' dropdown menu.
- Final Step:** An arrow points to the 'PLACE ORDER' button.

Order Summary:

Cart Subtotal	\$50.00
Shipping	\$0.00
Pick-Up - Pick-Up/Delivery	\$0.00
Tax	\$4.63
Order Total	\$54.63

Shipping To: John Public, 3600 Papermill Dr, Knoxville, Tennessee 37909, United States, 8655495828