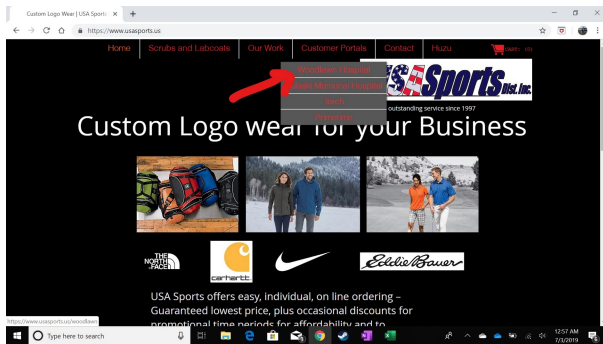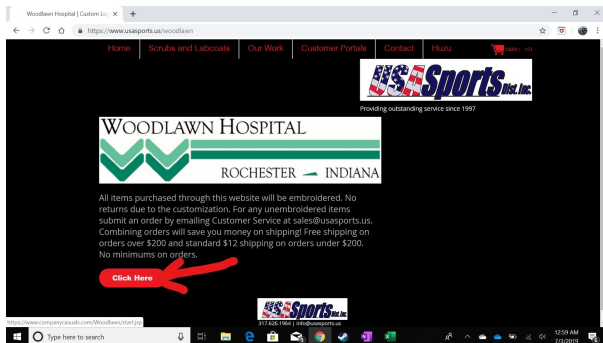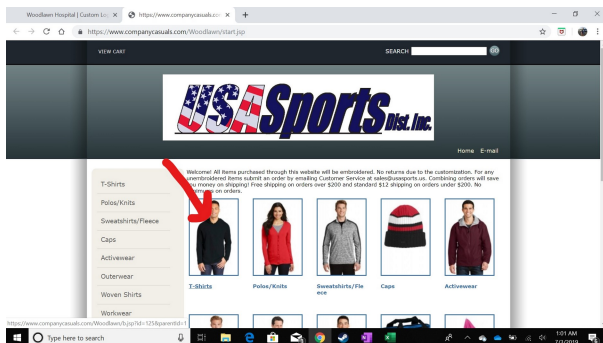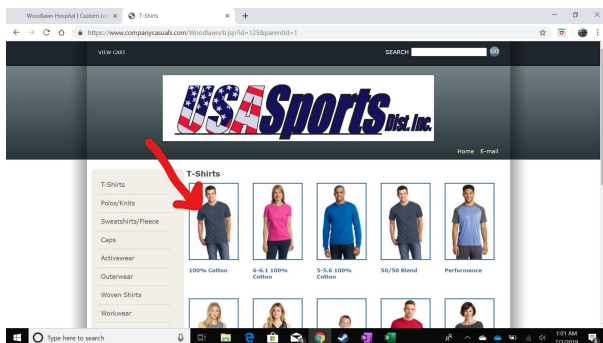# Instructions for Ordering Custom Logo Wear

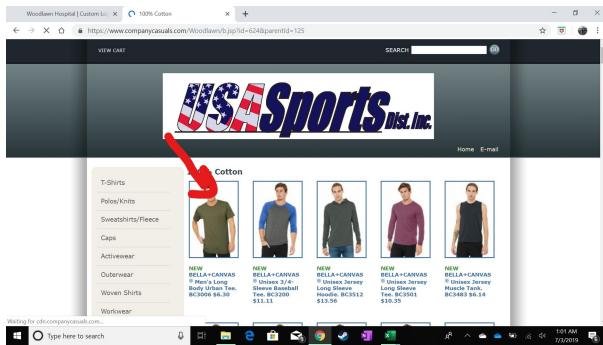Step 1: Go to www.usasports.us and pick your company name from the "Company Portals" tab.

Step 2: Once you have gotten to your company page, click on the "Click Here" button to go to the ordering website.
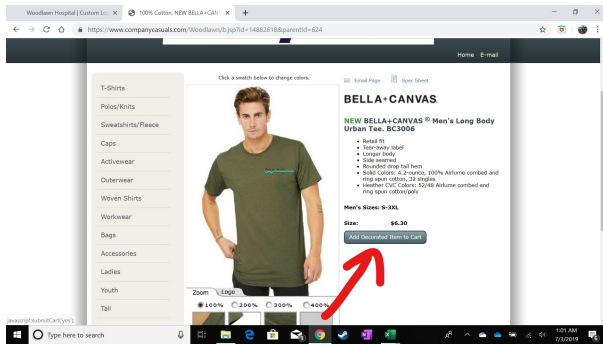

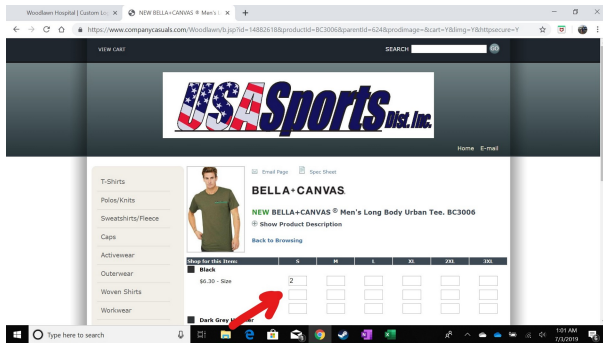Step 3: Chose the category that you would like to order from.

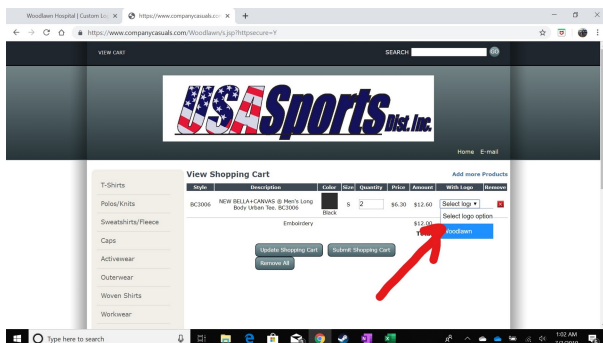Step 4: Chose the sub-category to order from.

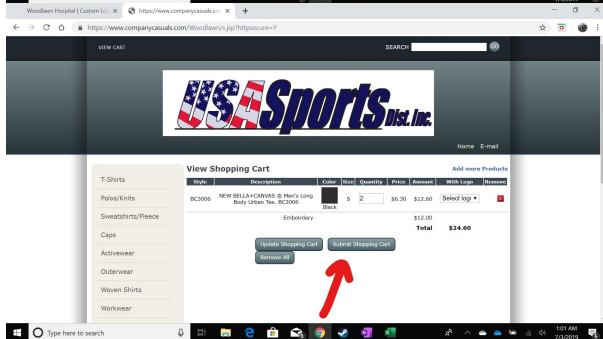Step 5: Chose the product that you would like to order.

Step 6: Click on the "Add Decorated Items to Cart" button for embroidered items.

Step 7: Insert the quantity of each size and color you would like in the corresponding boxes.

Step 8: Select your company name for the logo to have embroidered from the drop down menu.

Step 10: Click "Submit Shopping Cart" in order to finish your order or click "Update Shopping Cart" to continue shopping.

Step 11: Once you are finished, fill out the form and click on the "Checkout with PayPal" button at the bottom of the page.

Step 12: If you have a PayPal account you can sign into it here. If not click the "Pay with Debit or Credit Card" button.

Step 13: Fill out the following form on the page.

Step 14: Once you have finished the form, click the "Pay Now" button in order to pay for and submit your order.