

## **How to Place Orders:**

### **1.0 Contact Your Sales Representative:**

- To place an order over the phone, contact your Sales representative. You can also ask to be set up on the Podium Canadel configurator during this call.
- The Podium Canadel configurator can assist you with everything from placing an order with Canadel to generating a single sheet with the correct SKUs from the designs you pick, ensuring you know what to order.
- Once the configurator is up and running, collaborate with the Canadel team to customize the options on the configurator. They can set up individual logins for each sales associate on the floor and incorporate a sales multiplier to calculate a retail price as a quote.



### **2.0 Send Your Order:**

- Once you have your order ready, you can easily send it to Canadel's order desk at [customerorder@canadel.ca](mailto:customerorder@canadel.ca)

### **3.0 Sales Representation**

- Rodney Hayes - (NS, NB, PEI, NFLD): 506.645.1045
- Olivier Nding - (QC, northern NB): 514.232.9171
- Nadine Moreau - (QC, Ottawa region): 514.944.9813
- Jordan Ryan - (Ontario): 647.524.6080
- Jeff Funk – (MB, SK, Thunder Bay region): 204.981.5289
- Gale Sykora - (AB, northeastern BC, YT, NWT): 587.579.9777
- Mohammed Hemani - (BC, Vancouver, Victoria): 604.551.5791

If you have question or any concerns regarding placing orders or sales representation, please reach out to me on my cell 1-204-296-1874 or email @ [eguarino@dufresne.ca](mailto:eguarino@dufresne.ca).