

Bulk Orders/Materials Request

You can easily place orders for bulk amounts of Travel Guides, Outdoor Guides, Byway Guides and State Maps from your Extranet account.

Click on **Materials Request** in your account to view past and pending orders.

Click **Add New Materials Request** to place a new order.

Kansas Office of Tourism & Travel

Welcome, Danika Swoyer - Logged in to: Go Wichita Convention & Visitors Bureau

Logout

Leads | Member Record | Occupancy | Reports | **Materials Request** | Partner Bulletins | Submit Events

MATERIAL REQUESTS - CURRENTLY 1 IN VIEW

Add New Material Request

Action	Order ID	Status	Ship Method	Send Date	Name	Company	City/State/Zip	Items Ordered
	4698	Shipped	--None--	02/08/2013	Danika Swoyer	Go Wichita Convention & Visitors Bureau	Wichita, KS 67202	2

Number of Results: 25

Add New Material Request

Leads | Member Record | Occupancy | Reports | **Materials Request** | Partner Bulletins | Submit Events

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1. Materials Request Information

- a. **Status** – This will stay pending until your items have shipped.
- b. **Notes** – Please place any special instruction here. Example: You would like to pick your materials up at the warehouse instead of having them shipped.
2. **Attached To** – This is the general information and is pulled from your account information. Everything in these fields should stay the same.
3. **Order Recipient** – This information is auto-populated from your account. If the shipment should be delivered somewhere other than the information in this section, you can edit.
4. **Order Detail** – Fill out the quantity of BOXES you will need of each item. If there is a limit to how many you may order it display under the column titled “Available” at the very right

Save Save & New Order Cancel

Colored fields are required.

Material Request Information

Status: Pending Source Code: Extranet Materials Request Form

Notes:

Attached To..

Group: Member/Partner

Account: Go Wichita Convention & Visitors Bureau Contact: Danika Swoyer

Order Recipient

First/Last Name: Danika Swoyer Address: 515 S Main, Ste 115

Full Name: Danika Swoyer

Title:

Company: Go Wichita Convention & Visitors Bureau City: Wichita

Phone: (316) 255-2800 State: KS - Kansas

Fax: Zip: 67202

Email: dswoyer@gowichita.com Country: UNITED STATES

Order Detail

Product	Price	Qty	Available
2013 Official Kansas Travel Guide (60 per box) Select No. of boxes (2013OKTG)	\$0.00		100
Kansas Outdoor Guide - 2013 (60 per box) select No. of boxes (KOG2013)	\$0.00		2
2011-2012 Highway Map (1002)	\$0.00		-Unlimited-
2013-14 Kansas Road Map (2013-14Map)	\$0.00		0

Save Save & New Order Cancel