

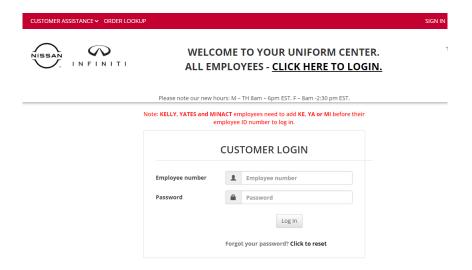


Nissan Infiniti Allowance Website Guide

How do I place an order?

Account Login:

- URL nissan.affinitymihub.com
- Username Employee Number
- Password welcome1



- Upon login, you will be prompted to change your password.
 - Please enter your new password twice and click on "Submit"

Change Your Password in Three Easy Steps
Step 1: Enter the email address associated with your nissan.affinitymihub.com Account (done)
Step 2: Check your email and click the link (done)
> Step 3: Please enter your new password twice below, then click "Submit"
New Password *
Confirm Password *
Password must contain at least 5 characters. It must contain at least one special character ("!# % ()*+,-/ ::<+>?@[]^_{}^ 5) and at least one number. IMPORTANT: & (ampersand) is not a supported special character, please do not attempt to use this.

Submit





• A popup message will appear. Please read and click I Agree.

Attention

Step1

Please check the name listed in the red bar above and the employee ID number listed in the pink box on the right side of this page. If your department is incorrect, please reach out to your Uniform Center for further assistance.

Smyrna: 615-459-1548 or Email: <u>SmyrnaUniforms@nissan-usa.com</u> Decherd: 931-962-5669

Canton: CantonUniforms@nissan-usa.com

Step2

After you have reviewed all the information in this box, click on MY ACCOUNT on the right side of the red bar at the top of the page to enter an email address and phone number so we can provide you with information on your order or contact you if there are questions about your order.

Step3

To ensure you order the correct size, please click on the STYLE & SIZE GUIDE link in the red bar at the top of the page to access the "Fit Guide" and "Size Guide". You may also visit your Uniform Distribution Center for fittings to ensure the correct fit. Proceeding to place an order signifies that you have used all tools to identify your correct sizes. If the correct sizes are shipped but do not fit, you may be responsible for return shipping costs. In order to proceed with ordering, please acknowledge that you understand this by clicking the "I agree" button below.

I Agree

Please note the Allowance information box. This will show the allowance points available to you.

Allowance Items: 10 items

(1 Point = 1 Item)

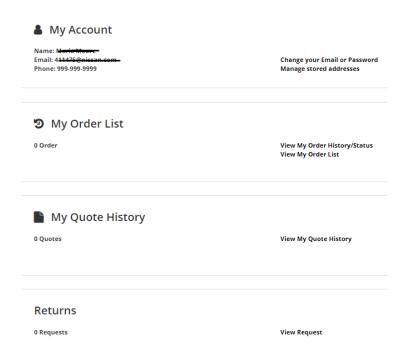
Allowance Date:

Employee ID: 121963

Department:

- There are other options available on this page.
 - My Account is where an email or password can be changed, or an address added.
 - o My Order List shows your order history and order status.
 - My Quote History lists any quotes provided.
 - o Returns displays your returns request history.





Placing the order:

- Uniform assortments are based on your workgroup. This example assumes the role of a General Tech.
 - o Click on Order Nissan or Order Infiniti. You will see your workgroup name appear.
 - Click on the workgroup.

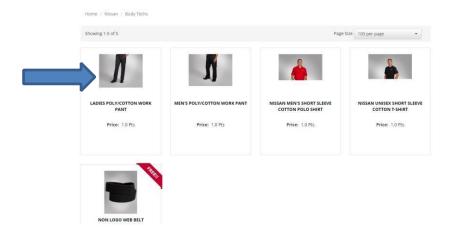


- o All the uniform styles available for your workgroup will be displayed.
- O Click on the image for product information.

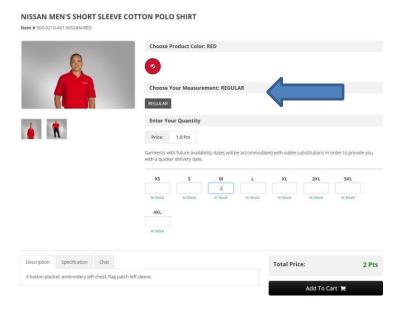


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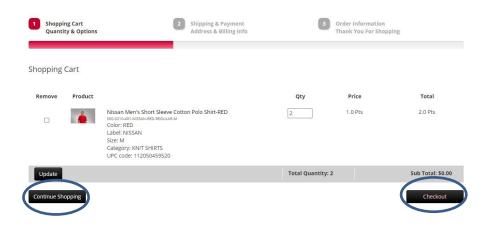


- o The product page offers the style information.
 - ☐ Choose Your Measurement. This will vary depending on the style.
 - Select size and quantity. If you are unsure of your size, refer to the fit guide at the foot of the page. You may also visit your Uniform Distribution Center for fittings to ensure the correct fit.
 - ☐ For out-of-stock sizes or sizes with future availability dates, a substitution may be sent.
 - ☐ Click on Add to Cart



Confirm selection. Click on Continue Shopping or Checkout.





 Your shipping address is populated based on the address entered when your account was created. If your shipping address has changed or you would like to change, click the change button.

Please note, we are unable to ship to a PO Box.



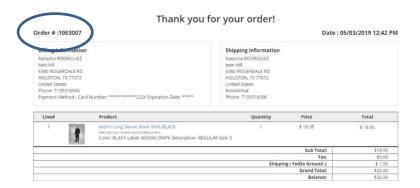
- o The shipping Method will be defaulted to FedEx Ground
 - This is the last opportunity to confirm the order is correct. If not, you may select Previous Step to return to the cart and adjust. If yes, hit Submit.

Review Order Line# Product Quantity Price Total Nissan Men's Short Sleeve Cotton Polo Shirt-RED 1.0 Pts 2.0 Pts Color: RED Label: NISSAN Size: M Category: KNIT SHIRTS Sub Total: \$0.00 **Total Points:** Tax \$0.00 Shipping (To Be Determined): \$0.00 Handling: \$0.00 Balance: \$0.00



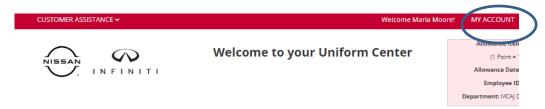


 A confirmation page with the order number will be displayed. We recommend printing a copy of your order confirmation page for your records. To receive an email copy, be sure to add a valid email address to your account under the My Account section. We will immediately email a copy of your order to you.



Check Your Order Status

- If you would like to review your order status:
 - O Sign in, then click the My Account link in the top right corner.



Scroll to My Order List and click on View My Order History/Status.

