



ADDITIONAL INFORMATION SENT

Suppliers vary in their ability to accept certain information sent electronically from eSHOP. Data entered when creating the Purchase Requisition in eSHOP may not always be accepted by the supplier when they receive the order electronically.

- External Notes: No
- External Attachments: No
- Information in “Ship via” field: No
- Delivery Date: No

SHIPPING CHARGES

Free shipping: No

ORDER / SHIPPING CONFIRMATION

Will I receive a confirmation that my order has been received? Yes

Will I receive a confirmation that my order has been shipped? No

VIEWING PREVIOUS ORDERS / ORDER STATUS

1. Click **Shopping > Track my order**. Recent orders for the University are displayed by **Recent Truck Orders** or **Recent UPS Orders**. To see a specific order, enter your order number in the appropriate box.
2. Click the **Order No/Details** link to view the order details.

ITEM SUBSTITUTIONS

If items cannot be ordered for any reason, Home Depot Pro will NOT provide substitute items as replacements on the order. User must contact Home Depot Pro directly and grant approval for substitute items to be shipped in place of ordered items that cannot be supplied.

CANCELLING AN ORDER

Contact Home Depot Pro Customer Service at 1-888-820-6515.

RETURNS

Contact Home Depot Pro Customer Service at 1-888-820-6515.

SUPPLIER CONTACT INFORMATION

Curtis Pankoke
Sales Supervisor Home Depot Pro
6260 Abbott Drive Omaha, NE 68110

Home Depot Pro

Punch-out Catalog



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TRANSMISSION METHOD

- PO Transmission Method: Electronic
- Invoice Transmission Method: Electronic
- Credit Memo Transmission Method: Electronic