

How To Order Cartridges for your Printer/Copier covered by eMazzanti Technologies eCare Print Service

1. Go to: [Customer Login Portal](#)

2. Log-In with your designated *username and password*:



The image shows a 'Customer Login' form with the following fields and elements:

- User Name**: Text input field
- Password**: Text input field with a [Forgot Password?](#) link to its right.
- Remember me on this computer.**
- Login**: Blue button

Username: *****

Password: *****

3. Select the correct Machine

Select Device for Supplies Order

Select Device > Add Supplies > [Shopping Cart](#) > Checkout

Select Assigned Device

Assets

Asset Number	Serial Number	Model Name
<input type="radio"/> YRB113679	YRB113679	WorkCentre 6505

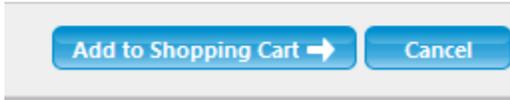
4. Choose only the Cartridges you need

Select Device > **Add Supplies** > [Shopping Cart](#) > Checkout

Add Supplies

Model	Manufacturer	Item Name	Part Number	Unit	Price	Quantity
WorkCentre 6505	XEROX	Phaser 6500/WC 6505 Cyan High Capacity Toner	106R02253	Cartridge	\$0.0000	<input type="text"/>
Serial # YRB113679	XEROX	Phaser 6500/WC 6505 Magenta High Capacity Toner	106R02254	Cartridge	\$0.0000	<input type="text"/>
Asset # YRB113679	XEROX	Phaser 6500/WC 6505 Yellow High Capacity Toner	106R02255	Carton	\$0.0000	<input type="text"/>
Sub-Total: \$0.00						
<input type="button" value="Recalculate"/>						
	XEROX	Phaser 6500/WC 6505 Black High Capacity Toner	106R02256	Cartridge	\$0.0000	<input type="text" value="1"/>
Sub-Total					\$0.00	0

5. Click “Add to Shopping Cart”



6. Confirm your order..

Manufacturer	Item Name	Part Number	Unit	Price	Quantity
XEROX	Phaser 6500/WC 6505 Black High Capacity Toner	106R02256	Cartridge	\$0.0000	1
				Sub-Total	\$0.00
				Sub-Total	\$0.00
				Shipping <small>Air Freight</small>	\$0.00
				Shipping Cost	-
				Total	\$0.00

7. Checkout order..



8. Confirm Ship-To Address

Shipping Address - Account Name: 42316	
Select Address	<input type="text" value=""/>
Name*	<input type="text"/>
Street Address*	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
City*	<input type="text" value="New York"/>
Country*	<input type="text" value="USA"/>
State / Province*	<input type="text" value="NY"/>
Zip / Postal Code*	<input type="text"/>
<hr/>	
E-Mail Address*	<input type="text"/>
Telephone Number*	<input type="text"/>

9. Submit Order

<input type="button" value="Submit Order →"/>	<input type="button" value="Cancel"/>
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