

G&K Services' Handheld Technology Provides Clean, Accurate Invoicing On-Site

G&K Services is committed to finding innovative solutions that serve our customers' needs, like our handheld technology. Customers need clean, accurate on-site invoicing to help manage inventory and control costs. Only G&K offers a handheld system with on-site printing. Comprehensive and consistent service is the benefit that only G&K can provide with our handheld technology. We create innovative solutions to better serve our customers' needs.



● Clean, Accurate Invoicing

- Updates and changes to invoice are made on-site
- No hand written adjustments
- Systematic recalculation of invoice total and tax
- Customer approval of special charges required
- Electronic signature capture
- Clean invoice printed on-site
- Customer choice of summary print, detail print, or electronic copy
- Electronic invoice archive provides quick response to customer inquiries

● Consistent Service

- Developed using current G&K systems and standard processes
- Ensures consistent execution for servicing our customers
- Streamlined process reduces errors
- Quick entries to meet the changing needs of the customer

● Detailed Information

- Accurate and timely customer account information
- Increased communication and partnership

G&K Services Online Invoice Viewer

G&K Services is excited to offer our customers our new web-based invoice viewer.

Just provide your email address to your route sales representative. Then look for an email and follow the link to set up your account. It's easy!

● Email notification each time a new invoice is available

You will receive an email link each time a new invoice is available on-line. Click the link, log in, and view up to 120 days of invoices.

● Convenient to use

Whether you're at home, in the office, or on the move — simply log in to this secure site and locate the invoice you need.

● Print on demand

Log in to the site, find your invoice on-line, and print it. It's that simple.

Sign up today and start viewing your invoices on-line. You will receive an email link from G&K Services each time a new invoice is available for viewing; click the link to create your account.

Please contact your local G&K Services location with any questions or comments you may have about the invoice viewer.



G&K SERVICES

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Your G&K Services Invoice Conveys Important Information



The handheld-generated invoice is clean and current, because your account details are maintained during the service call. Account updates are made at the time of delivery. You know that the information you review with your route sales representative on your invoice is accurately entered into our system. Choose from two invoice options: Detailed or Summary.

Please consult your route sales representative if you have any questions about your invoice.

DETAILED INVOICE

A G&K SERVICES ANY CITY
123 Main Street
Any City, Any State 55555
Phone: (123) 456-7890

Remit to:
123 Main Street
Any City, Any State 55555

B ACME Manufacturing
123 MAIN STREET
Any City, Any State 55555
Customer Number: 12345-67
Service Agreement: 123456
Contact: JOHN BROWN

C Invoice Number: 1011250026
Invoice Date: 11/12/2006
Payment Method: Charge
Bill-To Number: 12345-67
P.O. Number: 12345678
Fed ID NBR: 123456789
Route: 80

D Message(s)
GREAT POLO SAVINGS EVENT – FREE LOGO SET-UP WITH AN ORDER OF \$125. (\$95-\$150 VALUE) COLOR & SELECTION FITS YOUR BUDGET. ASK YOUR G&K REP.

ORIGINAL

E Wearer Number	Wearer Name	F Locker/ Frequency	G Clock #	H Quantity	I Billing Amount	A
005	SMITH, BOB	1	12345	5	\$145.00	X
	SHIRT UTILITY, GRAY, L, RG			5	\$50.00	
	Unreturned, SHIRT UTILITY, GR			1	\$20.00	
	INDUSTRIAL PANT, BLUE, 34X30			5	\$75.00	
011	JONES, DALE	1	22345	5	\$125.00	
	SHIRT UTILITY, GRAY, XL, RG			5	\$50.00	
	INDUSTRIAL PANT, BLUE, 38X32			5	\$75.00	
	J SHOP TOWEL 18X18, BAGGED, ORANGE			100	\$100.00	T
	HANDCLEANER			1	\$100.00	T
	Environ WW Chrg			1	\$45.00	
	Energy Surchg			1	\$90.00	
M SUB TOTAL:					\$605.00	
TAX @ %:					\$38.02	
TOTAL:					\$643.02	

Thank you for your business!

Cash: Payment is due on receipt of invoice.
Charge: Net 10th of month following delivery.
All sales adjustments are subject to G&K management approval.
Goods and services offered pursuant to a contract.
Returned checks are subject to a service fee.

Special Charges have been reviewed and approved
K *JB*
Initials

L *JBrown*
Customer Signature 11/12/2006

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SUMMARY INVOICE

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ORIGINAL

N Description	H Quantity	I Billing Amount
Garment	20	\$270.00
Wipers	100	\$100.00
Other	1	\$100.00
Environ WW Chrg	1	45.00
Energy Surchg	1	90.00
M SUB TOTAL:		\$605.00
TAX @ %:		\$38.02
TOTAL:		\$643.02

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- A** Includes the contact information for your G&K Services location and remit-to details
- B** Shows your business, contact information, customer number, and service agreement number
- C** Has the invoice number and date for the service week. Also includes the payment method, bill-to, P.O., and federal ID numbers, and route sales rep details
- D** Shows important messages and promotions
- E** Lists each wearer's name and their garment items

- F** Indicates the locker number into which garments are placed
- G** Lists your employee ID number - ideal for payroll deductions
- H** Shows the number of garments (or items) billed
- I** Lists the total charge for each item
- J** Displays additional service items separately
- K** Shows your initials as approval of special charges
- L** Displays your signature as approval of the invoice
- M** Displays the sub total, tax amount, and total for the invoice
- N** Provides a summary description of items billed



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