



## RobertsonLighting.com Navigation (Instruction Sheet)

The following directions will facilitate your use of our website

1. Find a product by typing the Robertson model, lamp type or other manufacturers' model in the **"Search"** box at the top of any page on our site.
  - a. Please note that if a different Robertson product appears than what is typed in, it means the product you are searching for is discontinued and the recommended successors now shown may be compatible for your lighting application.
  - b. Please note that if a Robertson item is obsolete and we offer no recommended replacement, a 'No Results' will appear.
  - c. If you are unsure of what specific Robertson product you require but know some of the operating characteristics of your lighting application, we suggest utilizing the facets on the left-hand side to identify which Robertson products best meet your needs.
2. For recommended successor items for discontinued Robertson products and suggested crosses to competitors' products, we do not warrant or guarantee full compatibility. Therefore, before purchasing, please carefully review the spec sheet of the recommended Robertson product for both form factor and product operational characteristic compatibility.
3. Based on the result(s) found, click the item that you'd like to purchase.
4. The respective product page selected will appear. Input quantity desired into 'Qty' field and click 'Add to Cart'
5. The product page will now show a green banner stating that 'You added the unit to your shopping cart'. Click on the 'Shopping Cart' icon at the top of the page and select 'Go to Checkout'
6. Complete standard Shipping Address field and click 'Next'
  - a. At this time, only Continental US orders are accepted on RobertsonLighting.com
7. Review Order Summary and complete 'Payment Method'
  - a. If your company does not have open credit terms with us, please choose the "credit card" payment option
  - b. If your company does have open credit terms with us, please choose the "purchase order" option and enter your P.O. # as a reference for our billing
  - c. If you are unsure of your company's credit term status, please contact us at [info@robertsonlighting.com](mailto:info@robertsonlighting.com)
8. A Robertson Worldwide Sales order confirmation is sent via e-mail to the billing address.

We strongly encourage you to sign up to create a new account. This will allow for expedited order processing and tracking and many other features. Also, by establishing an online account and depending on your anticipated volume levels, we can create customer-specific pricing structures with terms that provide even larger discounts than currently listed. If there is an interest in this program, please contact us directly at [customerservice@robertsonlighting.com](mailto:customerservice@robertsonlighting.com) and reference 'Customer Specific Pricing' on the subject line.

We look forward to serving your lighting needs in the future and appreciate any feedback related to the launch of RobertsonLighting.com