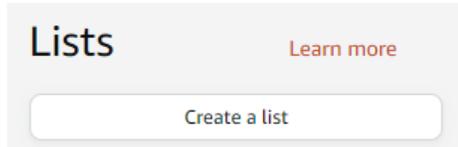


Amazon Orders

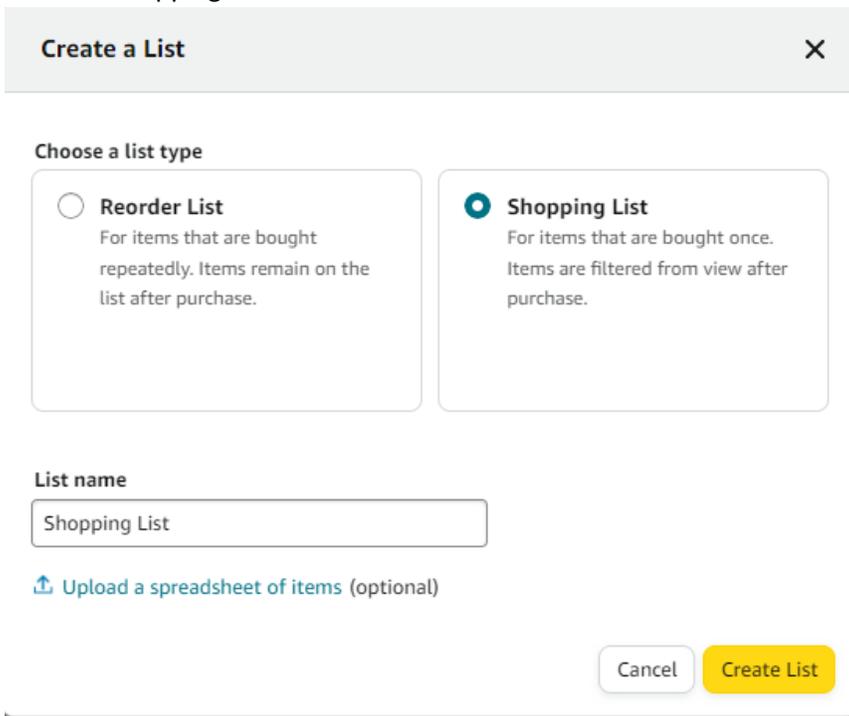
1. Click "Lists" in the upper right-hand corner of Amazon



2. Click "Create a list" in upper left-hand corner



3. Choose "Shopping List" then "Create List"



4. Add the items you want to be ordered using your GEER II SNS funds.
5. Click "Share" at top to give you a link. **Provide this link in your portal request.**



6. Click "Print" in same area and save as a pdf. **Attach the pdf as your quote in the portal.**

