USER GUIDE: PPE ONLINE ORDERING FORM

To access the PPE Online ordering form you need to go to bcfb.blastramp.com.

When logging into the PPE Online ordering form for the first time, you will first need to register by clicking on the register link on the login page which will take you to you to the registration page.

Enter your name, email address and password. You will then receive an email to the registered email address, with a link to confirm you are the owner of the email address. In order to complete the registration, please click the link in the registration email.

The next time you log in, you will be taken to an order summary list of any orders placed.

To enter an order, please click first on the green “Create Order” button in the top right of the screen. This will open the online ordering form.
The “Shipping Address” and “Billing Address” fields are all required to be filled in completely. The Shipping Province and Country are fixed as “BC” and “Canada”.

Order Information
Please enter all the relevant information for this order. All fields are required.

Shipping Address
- Contact Name
- Contact Phone
- Facility Name
- City
- Delivery Address
- Postal
- Province: BC
  Country: Canada

Billing Address
- Contact Name
- Contact Phone
- Contact Email
- Facility Name
- City
- Delivery Address
- Postal
- Province: BC
  Country: Canada
The products are to be ordered in package or container quantities as defined on the order form. Order quantities cannot exceed the maximum quantity as indicated on the form.

Once the order form is complete, the user will click “Submit Form” at the bottom of the page. If any information is missing from the required fields, an error message will be displayed in red at the top of the form.
Once the information is complete, when the user submits the form the Terms and Conditions of the sale will open in a separate window display and must be accepted before proceeding.

Terms and conditions are confirmed by scrolling to the bottom of the page and clicking “Deny” or “Accept”
After the Terms and Conditions have been accepted, you will be redirected back to the order and the successful submission will show in a green header at the top of the page, an email confirmation will also be sent to the registered email address and the form will be transmitted to our Administrator for approval and you will be contacted to process payment for the product and taxes.

Once the order is ready to ship, the freight and freight taxes will be charged and your order will ship. You will receive an email notification confirming the tracking number for your order.

Should you require any more information or have further questions, you may contact us at bcfb@evolvewithus.ca or at 604-940-2228 Ext 223