

## **BURY COLLEGE PUBLIC SERVICES – ORDER GUIDELINES**

SIZE GUIDE	XS	S	М	L	XL	XXL
To fit chest - inches	32-34	36-38	38-40	40-42	42-44	44-46
To fit waist - inches	28-30	30-32	32-34	34-36	36-38	38-40

## Website Ordering – Card Payment

- 1. Visit www.sport4real.com
- 2. Hover over the **YOUR TEAM** tap (located at the top of the home page).
- 3. Click on **BURY COLLEGE PUBLIC SERVICES** to enter your dedicated page.
- 4. The page will contain all of the designated items for your College.
- 5. The bundles at the top of the page will automatically include all of your designated items for your course.
- 6. Additional / spare separate matching items are also on the page allowing you to purchase additional matching individual items.
- 7. Click your selected bundle.
- 8. Select the QTY and click ADD TO SHOPPING BASKET
- 9. The **SHOPPING BASKET** automatically updates. (Located at the top right of the page).
- 10. Click on CHECK OUT.
- 11. Click on ORDER AND REGISTER AS CUSTOMER.
- 12. Enter your personal and address details (all of which are covered by our privacy policy more details can be found on the website).
- 13. Agree to the privacy policy by selecting the box.
- 14. Create a username and password (so that you can be kept informed of your order).
- 15. Click on NEXT
- 16. Check the order (Correct item, qty, size and cost).
- 17. Agree to the general terms and conditions by selecting the box.
- 18. If you are receiving a college bursary to purchase kit please inform us in the order/comments box, this will then be confirmed with you tutor.
- 19. Click on PLACE ORDER.
- 20. Enter your card details. (Protected by industry payment procedures).
- 21. Click on PAY
- 22. The order will be confirmed and you will be generated an order number. An email will be automatically sent to confirm your order.

Email info@sport4real.com for further details or enquiries.