

Servisource Uniform Ordering System – Step-by-Step Guide

Ordering Your Uniform

1. Log in to the **Servisource** website.
 2. Click on the **Servisource Healthcare** logo.
 3. Choose your uniform:
 - **Light blue tunics** – for Healthcare Assistants (HCAs)
 - **White tunics** – for Nurses
 - **Black polos** – for Domestic/Catering staff
 4. Select the **type**, **gender**, and **size** of the uniform required and **add to cart**.
 5. **Check the size guide** before proceeding:
 - We recommend measuring yourself to ensure the correct fit.
 - To view the size guide:
 - Add your item(s) to the cart.
 - Go to your cart.
 - The size guide is located at the bottom of the page.
 6. Once confirmed, proceed to **Checkout**.
 7. **Pricing**:
 - Tunic: €36.95
 - Postage: €6.00
 - **Total**: €42.95
 8. Enter your **billing** and **card details**.
 9. Click **Place Order**.
 10. You will receive a **tracking number from DPD** to monitor your delivery.
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Returns

1. Each order is entitled to **one free return** (postage cost is non-refundable).
2. Return information is available on the homepage under '**Returns**'.
3. There are **two ways to return an item**:

Option 1: By Post

- Complete the **online returns docket**.
- Send the item to:
Call Us Ltd, Roshine Road, Killybegs, Co. Donegal, F94 HN99

Option 2: By DPD

- Go to the **Returns** page.
 - Continue as a guest.
 - Under **Retailer**, scroll down and select **The Schoolwearhouse**.
 - Enter your **order number**.
4. Once your return is received, the cost of the uniform (excluding the €6 postage fee) will be refunded.
 5. To receive a new size, you will need to **place a new order**.

Out of Stock Items

- If a size is unavailable during ordering, you'll be prompted to enter your **email address**.
- You will be **notified once the item is back in stock**.

Queries

For any questions regarding uniforms, please contact:
sharon@callus.ie