

HOW TO USE MY PURCHASES

The My Purchases screen is a comprehensive list of all products your company has purchased online or offline from us in the last 12-15 months. It is one of the easiest ways to repurchase items you've purchased from us in the past.

It is a dynamic list in that it will constantly change as your buying habits change. If you stop buying an item for a year, it will automatically fall off the list keeping it always current.

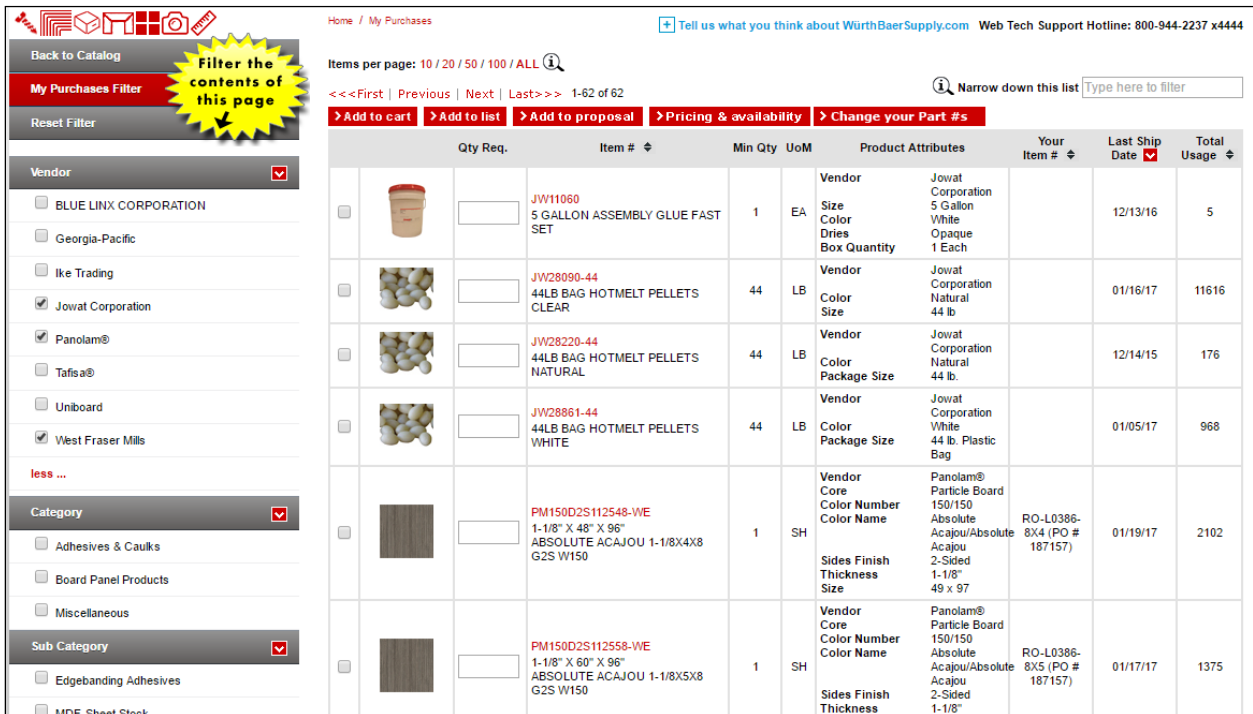
Items that are a special order that you have already purchased in the past may appear in the list as well allowing you to repurchase those items directly from the website rather than calling in a special order to customer service saving you time and keeping your costs lower.

The My Purchases page shows each product purchased as well as last purchase date and your total usage for the last 12 months.

The My Purchases page is also one of the points in our system where custom part numbers are set. See our article on [How To Add Custom Part Numbers](#) for more information.

To use My Purchases:

1. Login to the Würth Baer Supply Company website, <http://www.wurthbaersupply.com>.
2. Click the My Purchases link at the top center of the website in the light gray bar.












Home / My Purchases Tell us what you think about WürthBaerSupply.com Web Tech Support Hotline: 800-944-2237 x444

Items per page: 10 / 20 / 50 / 100 / ALL Narrow down this list

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[Add to cart](#)
[Add to list](#)
[Add to proposal](#)
[Pricing & availability](#)
[Change your Part #s](#)

	Qty Req.	Item #	Min Qty	UoM	Product Attributes	Your Item #	Last Ship Date	Total Usage
<input type="checkbox"/>		JW11060 5 GALLON ASSEMBLY GLUE FAST SET	1	EA	Vendor: Jowat Corporation Size: 5 Gallon Color: White Dries Opaque Box Quantity: 1 Each		12/13/16	5
<input type="checkbox"/>		JW28090-44 44LB BAG HOTMELT PELLETS CLEAR	44	LB	Vendor: Jowat Corporation Color: Natural Size: 44 lb		01/16/17	11616
<input type="checkbox"/>		JW28220-44 44LB BAG HOTMELT PELLETS NATURAL	44	LB	Vendor: Jowat Corporation Color: Natural Package Size: 44 lb.		12/14/15	176
<input type="checkbox"/>		JW28861-44 44LB BAG HOTMELT PELLETS WHITE	44	LB	Vendor: Jowat Corporation Color: White Package Size: 44 lb. Plastic Bag		01/05/17	968
<input type="checkbox"/>		PM150D2S112548-WE 1-1/8" X 48" X 96" ABSOLUTE ACAJOU 1-1/8X4X8 G2S W150	1	SH	Vendor Core: Panolam® Particle Board Color Number: 150/150 Color Name: Absolute Acajou/Absolute Sides Finish: Acajou Thickness: 2-Sided 1-1/8" Size: 49 x 97	RO-L0386-8X4 (PO # 187157)	01/19/17	2102
<input type="checkbox"/>		PM150D2S112558-WE 1-1/8" X 60" X 96" ABSOLUTE ACAJOU 1-1/8X5X8 G2S W150	1	SH	Vendor Core: Panolam® Particle Board Color Number: 150/150 Color Name: Absolute Acajou/Absolute Sides Finish: Acajou Thickness: 2-Sided 1-1/8"	RO-L0386-8X5 (PO # 187157)	01/17/17	1375

3. Sort the list columns by clicking any table header containing the up/down black arrows, .
4. Filter the list down by *Vendor*, product *Category* and *Sub Category* quickly by clicking the checkboxes at left.
5. Or, find a specific product quickly by typing characters into the  **Narrow down this list** field at the top right of the screen. This field begins narrowing down the product list as soon as you start typing characters.
6. Once you find a product to reorder, click the checkbox immediately next to the item(s) and the  button.

To add an item to a Shopping List, click the  button.

To add an item to a Proposal, click the  button.