

# Benefit Management System Footwear Program



## Employee Registration and Purchasing Guide

### What is the Benefit Management System? (BenMan)

The Grainger Benefit Management System is your company's selected method for purchasing safety footwear. This system connects directly to Grainger.com to make it fast and easy for you to shop for and purchase footwear under your company's program.

The following information will help you to register and understand how to shop and make purchases. *When you are logged into BenMan you are only able to purchase footwear on Grainger.com.*

### How To Register

To register, CLICK on this link to go to your BENEFITS MANAGEMENT SERVICE Page.

<https://www.grainger.com/benefits/registration/APGElectricFLFootwear>

1. On the Benefits Management Service page (below) fill out all of the required fields:

First Name

Last Name (*Note: Last names were not loaded with additional info, Jr., Sr., etc.*)

Employee ID #

2. Click CONTINUE to go to the next step (see next page).

https://www.grainger.com/benefits/registration

My Account | Order History | Lists | Special Order Quotes

SIGN IN | Register Now

GRAINGER

KeepStock Sign Up for Email Feedback Help

General Catalog Find A Branch Services Solutions Worldwide

ALL PRODUCTS Enter keyword, item, model or replacement part number. SEARCH BULK ORDER PAD CART

### Employee Registration

YOUR COMPANY NAME/BMS

You are two steps away from joining Grainger.com. First we need to validate that we have your name and employee id in our records."

**First Name** → First Name  
Demo

**Last Name** → Last Name

**Employee ID** → Employee ID

**CONTINUE** → CONTINUE

#### BENEFITS OF JOINING GRAINGER.COM

With a few easy steps, you can take advantage of all the benefits of being a registered Grainger customer.

- ✓ Faster ordering options
- ✓ Save favorite items
- ✓ Customized account info
- ✓ Track order & history

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The Registration screen will appear, as shown below.

3. Complete the required fields, then Click to Agree to Terms, and then click REGISTER.
4. The confirmation screen will appear (last below). Click on MY BENEFITS. Now you can login using the User ID and Password you just created. That's it, you are ready to shop. As a final step be sure to click LOG OFF under "Hello", at very top right of the screen.

Registration

You are one step away from joining Grainger.com. Please fill out all required fields before submitting registration.

\*Required Field

CONTACT INFORMATION	CONTACT ADDRESS
Your Name	YOUR COMPANY NAME STREET ADDRESS CITY, STATE, ZIPCODE, US

**BENEFITS OF JOINING GRAINGER.COM**  
Get ready to enjoy all the benefits of being an online Grainger customer.

- ✔ Track order & history
- ✔ Faster ordering options
- ✔ Save favorite items
- ✔ Customized account info

**SIGN IN PREFERENCES**

\*E-mail Address

\*User ID (can be your email address)  
Create User ID

\*Password  
Create Password   
Confirm Password

\*Security Question and Answer  
Security Question   
Answer to Security Question

**TERMS OF REGISTRATION**

I acknowledge that I have read and agree to the Grainger [Terms of Sale](#) and [Terms of Access](#), and understand that information I submit will be used as described on this page and in the Grainger [Privacy Policy](#).

**REGISTER**

Required Fields Below

Agree to Terms

Click Register

m/content/invited\_user\_registration?regi Grainger.com

My Account | Order History | Lists | Special Order Quotes

**GRAINGER** Find A Branch

YOUR PRODUCTS Enter keyword, item, model or replacement part number. SEARCH

Welcome and thank you for registering with Grainger.com

You have successfully registered online and are now signed in.  
Your registration is now complete and you may begin ordering online.  
If you have any questions, please contact Grainger or call Customer Care at 1-844-820-6290 or via email at [bmsgrainger@grainger.com](mailto:bmsgrainger@grainger.com).  
Click on the [My Benefits](#) button below to view your Benefits and proceed to Shop on Grainger.com.

**MY BENEFITS**

Click My Benefits

**IMPORTANT: You only need to register one time!**

You will need the User ID and Password you created above to login and purchase in the future.  
As a final step be sure to click to LOG OFF under "Hello", at very top right of the screen.

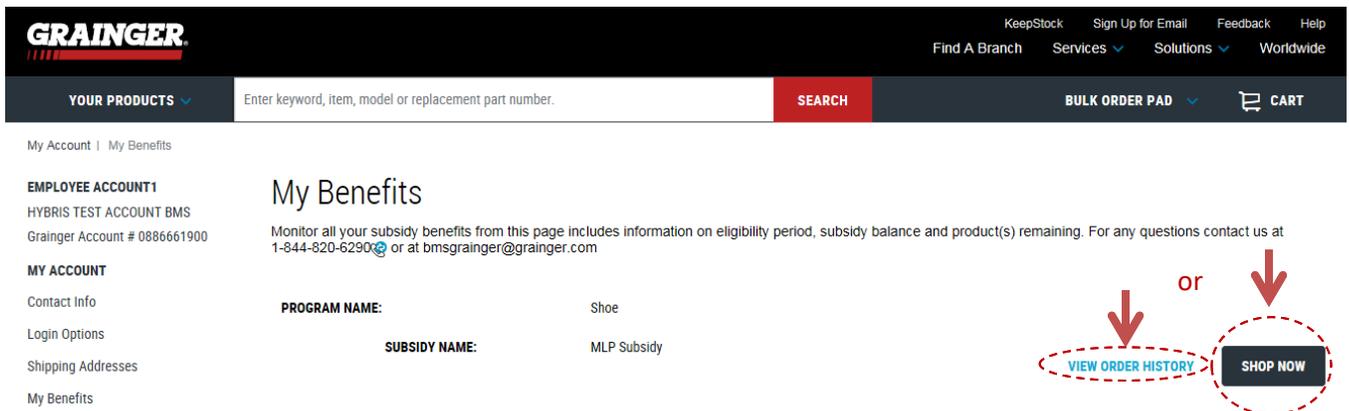
# Benefit Management System Footwear Program



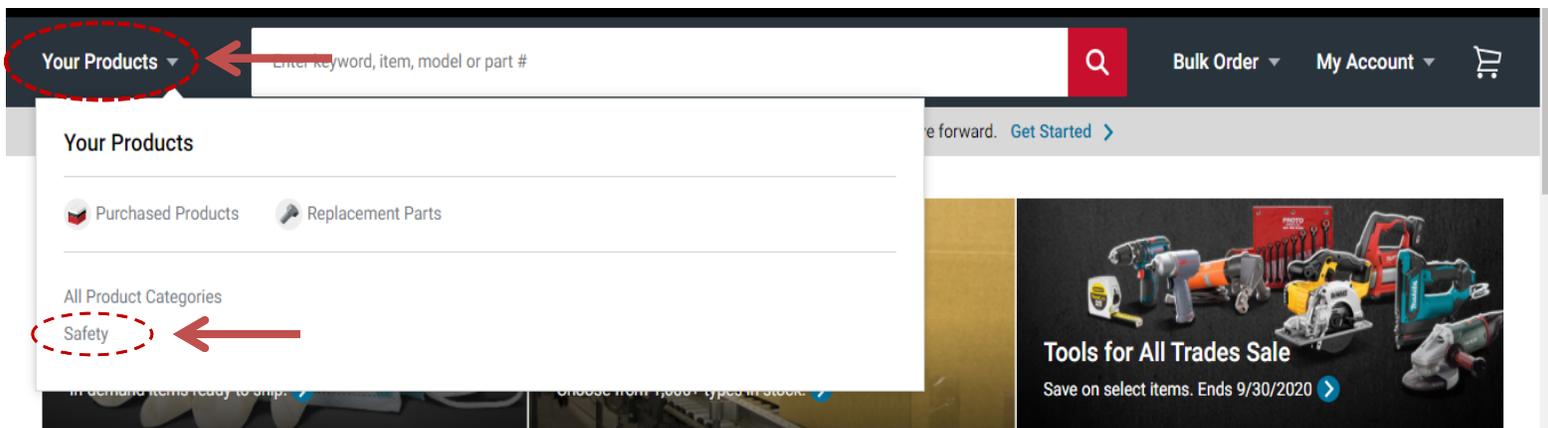
## How to Shop and Purchase

The My Benefits Page, directly below, is your landing page. From here you can shop by clicking SHOP NOW, or see your past purchases or place a reorder, by clicking VIEW ORDER HISTORY.

1.) To begin shopping click SHOP NOW. This will bring up your MY PRODUCTS PAGE.



2.) On the Your Products Page click the drop down arrow by Your Products and select Safety.



The One Item You Need + 1.5 Million More

[View All Product Categories >](#)

You are currently logged into a customer account.

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3.) You will see an icon box for Safety Toe Work Boots and Shoes. If your employer allows for the purchase of insoles and/or accessories you will see an option for these here as well. Select the icon box for Safety Toe Work Boots and Shoes to begin shopping for shoes. You will be able filter the selections down on the next page.

**Safety Equipment** Got It!

14,149 products

Safety supplies and protective equipment keep work sites secure and help companies ensure full compliance with safety regulations. Protective clothing, helmets, goggles, and other safety gear help guard employees from injury or infection. Safety signs warn employees and others of potential hazards, alert workers to! [View More](#) ▾

Search within results   In stock at branch (37)  
Waukegan Branch #158 | [Change](#) | No purchased products

**Brand** ↑

- ARIAT (299)
- AVENGER SAFETY FOOTWEAR (446)
- BAFFIN (41)
- CARHARTT (368)
- CAROLINA SHOE (969)
- CAT (481)

[View All](#)

**Price** ↑

 Footwear Cleaning & Care	 Insoles	 <a href="#">Safety-Toe Work Boots &amp; Shoes</a>	 Socks & Liners
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Click here to begin ordering shoes. 

[Top](#)

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3.) Use the menu features on the left hand side of the screen to filter the selections. Select a style, size and width, and any additional features as needed. Once the selection has been filtered the styles that align with those features will appear in a list to the right of the filter menus.

Use these and other filters, below, to find the footwear features you need.

**Safety Criteria**

- Alloy Toe (1651)
- Aluminum Toe (217)
- Best Slip-Resistance (5132)
- Better Slip-Resistance (5890)
- Chain Saw Cut-Resistant (26)
- Chemical-Resistant Sole (9294)

[View More](#)

**Footwear Style**



6" Work Boot (5046)



8" Work Boot (1795)



Athletic High-Top (426)



Athletic Shoe (2964)



Boat Shoe (196)



Chelsea Boot (212)

**Gender**

- Men's (12544)
- Unisex (422)
- Women's (2274)

**Size**

Type here to refine filters

- 7-1/2 (1)
- 3 (7)
- 3-1/2 (13)
- 4 (70)
- 4-1/2 (63)
- 5 (170)

[View More](#)

**Footwear Width**

- B (228)

DR. MARTENS 6" Work Boot, Steel Toe, Style Number R14403201



Multiple product options available  
Brands  
DR. MARTENS

Safety Criteria	Footwear Width	Size	Item #	Price
Steel Toe, Oil-Resistant Sole, Non-Marking Sole, Metatarsal Guard, Metal Chip-Resistant Sole, Good Slip-Resistance, Electrical Hazard (EH), Chemical-Resistant Sole	M	Select Size	Multiple Items	\$157.06

KEEN Hiker Boot, Steel Toe, Style Number 1011242



Multiple product options available  
Brands  
KEEN

Safety Criteria	Footwear Width	Size	Item #	Price
Steel Toe, Oil-Resistant Sole, Non-Marking Sole, Metatarsal Guard, Metal Chip-Resistant Sole, Good Slip-Resistance, Electrical Hazard (EH), Chemical-Resistant Sole	M	Select Size	Multiple Items	\$157.06

CAROLINA SHOE 8" Work Boot, Composite Toe, Style Number CA9582



Multiple product options available  
Brands  
CAROLINA SHOE

Safety Criteria	Footwear Width	Size	Item #	Price
Waterproof, Oil-Resistant Sole, Metatarsal Guard, Good Slip-Resistance, Electrical Hazard (EH), Composite Toe	D	Select Size	Multiple Items	\$182.15
Waterproof, Oil-Resistant Sole, Metatarsal Guard, Good Slip-Resistance, Electrical Hazard (EH), Composite Toe	EE	Select Size	Multiple Items	\$182.15

SKECHERS Athletic Shoe, Composite Toe, Style Number 77013-BLK



Multiple product options available  
Brands  
SKECHERS



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4.) You can sort the selection by Top Sellers, Brand and Price using the drop down menu in the Sort By box at the top of the list.

## Steel-Toe Work Boots and Shoes

707 results found that include 15,240 products

Find a large selection of safety-toe work boots and shoes at Grainger for hiking, athletics, military or heavy-duty work. Choose from a selection of leather work boots that are waterproof and provide oil and slip resistance or military style work boots that offer antibacterial liners. Shop Grainger for the right pair of safety-toe work boots and shoes you need to get the job done.

Search within results  Filter

Viewing as  List  Table

Sort by **Top Sellers** (dropdown menu)

**Sort using this drop down menu**

Previously Purchased  View Previously Purchased Products

Branch Availability  In stock now at your branch (33)  
Waukegan Branch #158 - Info | Change

Safety Criteria

GRABBERS 6" Work Boot, Steel Toe, Style Number G0019

Multiple product options available  
Brands  
GRABBERS

Safety Criteria	Footwear Width	Size	Item #	Price
Steel Toe, Non-Marking Upper, Electrical Hazard (EH), Best Slip-Resistance	M	Select Size	Multiple Items	\$65.25
Steel Toe, Non-Marking Upper, Electrical Hazard (EH), Best Slip-Resistance	W	Select Size	Multiple Items	\$65.25

5.) Once you've chosen the style you like you can click on the description of the shoe to select it.

Waukegan Branch #158 - Info | Change

Safety Criteria

- Alloy Toe (1651)
- Aluminum Toe (217)
- Best Slip-Resistance (5132)
- Better Slip-Resistance (5890)
- Chain Saw Cut-Resistant (26)
- Chemical-Resistant Sole (9294)

View More

Footwear Style

- 6" Work Boot (5046)
- 8" Work Boot (1795)
- Athletic High-Top (426)

GRABBERS 6" Work Boot, Steel Toe, Style Number G0019

Safety Criteria	Footwear Width	Size	Item #	Price
Steel Toe, Oil-Resistant Sole, Non-Marking Sole, Metatarsal Guard, Metal Chip-Resistant Sole, Good Slip-Resistance, Electrical Hazard (EH), Chemical-Resistant Sole		Select Size	Multiple Items	\$157.06

**Click here to select the shoe.**

DR. MARTENS 6" Work Boot, Steel Toe, Style Number R14403201

Multiple product options available  
Brands  
DR. MARTENS

KEEN Hiker Boot, Steel Toe, Style Number 1011242

Multiple product options available  
Brands  
KEEN

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6.) After selecting the shoes a box will pop up on the left hand side of the screen. In this box select the size needed using the drop down menu and then click Add.

6" Work Boot, 10, M, Men's, Brown, Steel Toe Type, 1 PR

Select size

Select 10

Web Price \$157.06 / pair

Qty 1 Add

View Product Details

Viewing as List Table

Sort by Top Sellers

GRABBERS 6" Work Boot, Steel Toe, Style Number G0019

Multiple product options available

Brands GRABBERS

Safety Criteria	Footwear Width	Size	Item #	Price
Steel Toe, Non-Marking Upper, Electrical Hazard (EH), Best Slip-Resistance	M	Select Size	Multiple Items	\$65.25
Steel Toe, Non-Marking Upper, Electrical Hazard (EH), Best Slip-Resistance	W	Select Size	Multiple Items	\$65.25

DR. MARTENS 6" Work Boot, Steel Toe, Style Number R14403201

Multiple product options available

Brands DR. MARTENS

7.) After adding the shoes to your cart you can click on Continue Shopping to add additional items such as insoles or accessories or click View Cart to complete the checkout process.

1 Product(s) Added to Cart

DR. MARTENS 6" Work Boot, 10, M, Men's, Brown, Steel Toe Type, 1 PR

Qty 1 Price \$157.06 Total \$157.06

You May Also Like

DR. MARTENS 6" Work Boot, 11, M, Men's, Brown, Steel Toe Type, 1 PR

DR. MARTENS 6" Work Boot, 12, M, Men's, Brown, Steel Toe Type, 1 PR

DR. MARTENS Wellington Boot, 9, M, Men's, Black, Steel Toe Type, 1 PR

Click here to add items

Click here to checkout

You have 1 product(s) in your shopping cart.

CONTINUE SHOPPING View Cart



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9.) If your company requires a P.O. number you can use the drop down menu in the P.O. field to chose the correct P.O. number or, if there is no drop down menu, you can enter the P.O. number directly into that field. Then click SUBMIT ORDER and your purchase is complete.

Cart Review Complete

Delivery Method: Shipping

Check Availability:

**Proceed to Checkout**

**Order Summary**

*You are eligible for FREE Standard Ground shipping!*

Subtotal \$168.03

Availability, shipping, tax, subsidy & promotions are not final until you complete your order.

[+ Add Promotional Code](#)

**My Products** [Show Reference Information](#) | [Clear Cart](#)



CAT  
6" Work Boot, 7-1/2, W, Men's,  
Brown, Composite Toe Type, 1 PR

Item # 489R21  
Price \$168.03 / pair



Qty

1

[Update](#)  
[Remove](#)  
[Save For Later](#)

TOTAL  
\$168.03

Cart Review Complete

**Purchase Order Number**

PO #

Select One

- 100a
- 100b
- 100c
- 100d
- 100e
- 100f

Price \$168.03 / each



**Submit Order**

**Order Summary**

*You are eligible for FREE Standard Ground shipping!*

Subtotal \$168.03

Estimated Tax N/A

Estimated Standard Shipping

Subsidy Applied [Show Breakdown](#) -\$125.00

Estimated Total \$43.03

Availability, shipping, tax, subsidy & promotions are not final until you complete your order.

**Click here to place order** →

**Click here for pull down menu of PO choices** →

**Chose the appropriate PO Number** ←

**Amount of Subsidy applied** →

**Amount you owe** →

## Final Steps

- 10.) After placing an order you can view or print your order, shipping and subsidy details.
- 11.) If payroll deduction is being used, you will also see the amount you owe after Subsidy as "Payroll Deduction". Otherwise, you will be prompted to enter credit card information for the balance due.
- 12.) As a final step be sure to click to LOG OFF under "Hello", at very top right of the screen.

The screenshot shows the Grainger checkout page. At the top right, there is a user greeting "Hello, Joe E." with a dropdown arrow. Below it, a link "Not Joe E.? Log Off" is highlighted with a red box and a red arrow pointing to it. The page also displays the order confirmation details, including the order number #WEB1327725896, subtotal of \$158.86, and an estimated total of \$108.79. The payment method is listed as "Payroll Deduction".

**IMPORTANT: To make a future purchase go to [www.grainger.com](http://www.grainger.com) .**  
**Click the "Sign In" link at the top right of the page.**  
**Sign in using the User ID and Password you created earlier.**

**For issues or questions please contact a service representative at 844-820-6290 or [BMSgrainger@grainger.com](mailto:BMSgrainger@grainger.com).**