



UTC Aerospace Systems

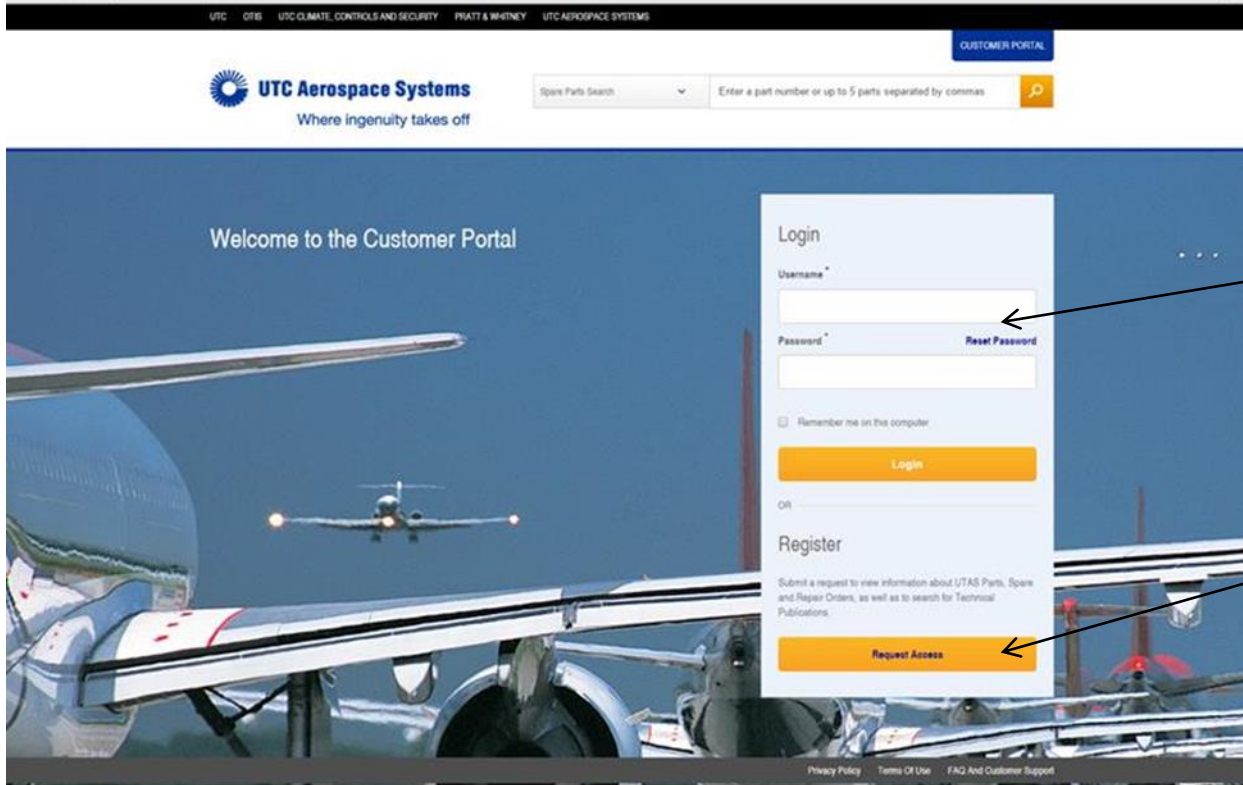
How to Order Parts

UTAS Customer Portal User Guide

www.customers.utcaerospacesystems.com



PART ORDERING



You must log in to be able to place an order

Enter your credentials here to log in to the site.

If you are not a registered user, click her to register for access

PART ORDERING (CONTINUED)

UTC OTIS UTC CLIMATE, CONTROLS & SECURITY PRATT & WHITNEY UTC AEROSPACE SYSTEMS

Welcome Usa_user Log Out CUSTOMER PORTAL

UTC Aerospace Systems
Where ingenuity takes off

Spare Parts Search Enter a part number or up to 5 parts separated by commas

My Account Cart (34)

Home / My Account

Welcome to the UTAS Customer Portal

My Account

DASHBOARD

Dashboard
Profile
Address Book
Spare Order History
Repair Order History
Quote Requests
Account Statements
Invoices

Spare Orders			Repair Orders		
Order Date	PO Number	In Process	Order Date	PO Number	In Process
12-08-2015	PERF8519062	In Process	12-07-2015	488432	In Process
12-08-2015	PERF8519062	In Process	10-05-2015	2875002	In Process
12-08-2015	PERF8519062	In Process	10-05-2015	2875322	In Process

Requested Quotes		
Part Number	Part Number	Part Number
817586-1 Pending	SR1353-34282 Pending	87972-52 Pending

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This home screen gives you access to some recent activity and allows you to dig deeper into any of the functions

Enter your part you want to buy here. A partial part number is OK but the system will return a maximum of 10 results so you may have to refine your search if it is too broad.

You can return to this dashboard at any time by clicking any of these links

If you have any outstanding Requests for Quotes, you can find them by clicking here.

PART ORDERING (CONTINUED)

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Where ingenuity takes off

Spare Parts Search 766108

My Account Cart (34)

Home / Result For "766108"

You searched for "766108"

7 Products found

Sort by: Part Number

Part	Business Unit	Price	UOM	MOQ
766108G7	Hamilton Sundstrand	\$372.00	EA	1
P&S ASSY CROWN				
766108G6	Hamilton Sundstrand	\$373.00	EA	1
P&S ASSY CROWN				
766108G5	Hamilton Sundstrand		EA	1
P&S ASSY CROWN				
766108G4	Hamilton Sundstrand	\$373.00	EA	1

This page will display the results of your search

Your company's price for the part

Click here to add the part to your shopping cart

This shows the specific UTC Aerospace Systems business unit that sells the part.

NOTE: Priced quotes will also offer the "Add to Cart" button.

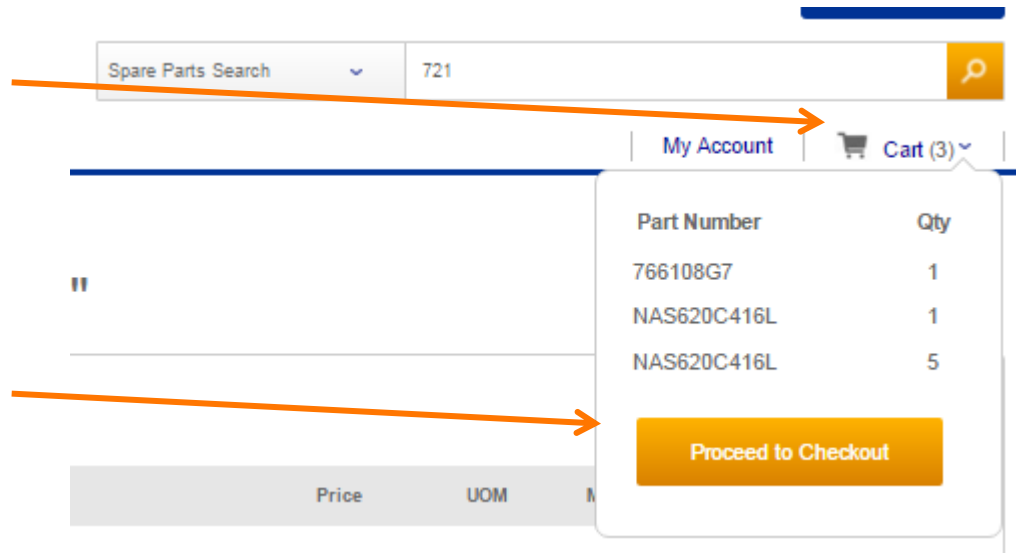
PART ORDERING (CONTINUED)

The cart icon will always show you how many items are in your Shopping Cart.

When you add an item to the cart, this expanded cart window briefly opens to show you the items in your cart.

Hover over the cart to display its contents, and can click “Proceed to Checkout” when you are ready to check out.

Of course, you can continue shopping by entering additional part numbers in the search field at the top of the screen



PART ORDERING (CONTINUED)

Order #1 - Selling Entity Hamilton Sundstrand

Payment Method PO Number utas-po-1 <input type="radio"/> Payment Terms <input type="radio"/> Credit Card (+3% Fee)	Sold To 0000000001 COMPANY NAME 123 ROUTE 66 WINDSOR LOCKS, CT 06096-1000 United States 0000000001: 123 Route 66, ▾	Ship To 0000063407 ONE HAMILTON RD WINDSOR LOCKS, CT 06096-1000 United States 0000063407: ONE HAMILTON ▾ Request New Shipping Address	Order Priority Normal ▾ Requested Ship Date 12/23/2015 View Routing Preferences New Routing Request
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Part	Price	Qty	Requested Ship Date	Ship To	Sub-Total
766108G7 P&S ASSY CROWN	\$372.00 EA	1 Delete Item 1 Item Minimum	12/23/2015	ROCKFORD, IL United States CP2725-2: 4747 HARRISON A ▾	\$372.00
NAS620C416L WASHER,FLAT	\$0.20 EA	1 Delete Item	12/31/2015	WINDSOR LOCKS, CT United States 0000063407: ONE HAMILTON ▾	\$0.20

During Checkout, you will have the options to select from a list of available Sold To and Ship To accounts, as well as define your order priority and requested ship dates.

The ship to address and requested ship date selected in the order header will be applied to all line items. However, each line may be manually adjusted.

NOTE: Changing the default Sold To and Ship To may affect pricing.

PART ORDERING (CONTINUED)


Payment Method

PO Number

Payment Terms

Credit Card (+3% Fee)

Card Type

Visa 

Name on Card

Card Number

Expiration Date [mm/yy]

 /

CSV Code

Whether purchasing using predefined payment terms or a credit card, a Purchase Order number is required.

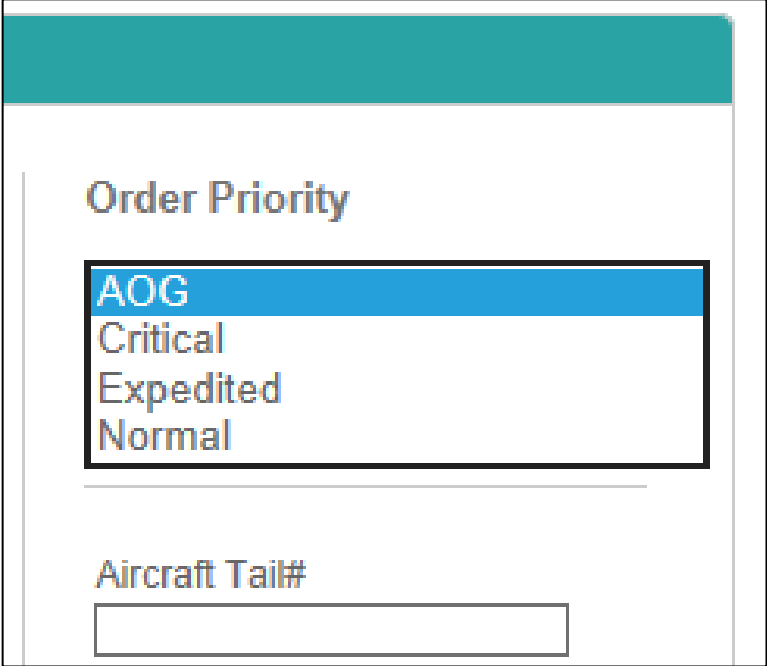
If paying by credit card, a 3% processing fee will be applied.

Selecting payment terms allows you to order and pay via invoice upon shipment of the ordered goods.

PART ORDERING (CONTINUED)

When an you have an critical, expedite, or AOG order requirement, we have order priority options which upon placement of your order will notify our Customer Support teams of your need.

- AOG order priority requires an Aircraft Tail #.



The image shows a screenshot of a web form. At the top is a teal header bar. Below it, the text 'Order Priority' is displayed in a blue font. A dropdown menu is open, showing four options: 'AOG' (highlighted in blue), 'Critical', 'Expedited', and 'Normal'. Below the dropdown, the text 'Aircraft Tail#' is displayed in a blue font, followed by an empty input field.

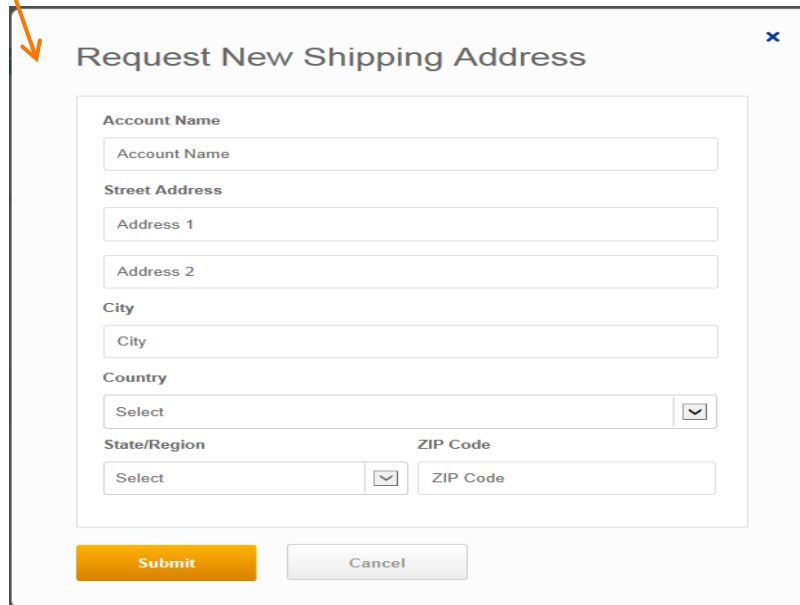
PART ORDERING (CONTINUED)

Ship To

0000063407
ONE HAMILTON RD
WINDSOR LOCKS, CT 06096-
1000
United States

0000063407: ONE HAMILTON ▾

[Request New Shipping Address](#)



Request New Shipping Address ✕

Account Name

Street Address

City

Country
 ▾


State/Region ▾ **ZIP Code**

If your order needs to ship to an address that isn't found in the available list of ship to addresses, you may request a new shipping address. Simply click the Request New Shipping Address link, and complete the form.

At checkout, we will notify our Customer Support team of your request.

PART ORDERING (CONTINUED)

Order Priority
Normal

Requested Ship Date


[View Routing Preferences](#)

[New Routing Request](#)

View Routing Preferences will display pre-defined shipment methods established for your company and its ship to partners.

You may also submit a New Routing Request with your order.

New Routing Request ✕

Carrier:

Service Level:

Account Number:

Routine One Time

Comments:

[Save](#)

[Cancel](#)

PART ORDERING (CONTINUED)

Before placing your order, you can setup email notifications for up to 10 additional email recipients.

Add Additional Recipients

Feel free to add up to 10 additional recipients that should receive updates on this order.

Email Address	Order Acknowledgment	Shipping Confirmation	
jane.doe@company.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="text" value="john.smith@company.com"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="button" value="Add"/>

PART ORDERING (CONTINUED)

1 Item Minimum

Final destination for this order

Please select a Country

Total \$283.50

Update Order

Add Additional Recipients

Feel free to add up to 10 additional recipients that should receive updates on this order.

Email Address	Order Acknowledgment	Shipping Confirmation	
Test2215.20.senthiko@spangourmet.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Add

By placing your order you agree with the [Terms & Conditions](#)

You will need to designate the final destination country for the order

If you made any changes to things like Quantities, Ship Dates, Priorities, or anything else that might affect price, you will see the Update Order button. Click this to see the most accurate pricing.

Please select a Country

Add Additional Recipients

Feel free to add up to 10 additional recipients that should receive updates on this order.

Email Address	Order Acknowledgment	Shipping Confirmation	
Test2215.20.senthiko@spangourmet.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Add

By placing your order you agree with the [Terms & Conditions](#)


Place Order

When finally ready to order, click the Place Order Button

PART ORDERING (CONTINUED)

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Welcome User Log Out CUSTOMER PORTAL


 Spare Parts Search

My Account

Home

Order Confirmation

Order #1 - Selling Entity Hamilton Sundstrand
Confirmation #00079137

Payment Method PO #sdafsdafsd Payment Terms	Sold To 0000000355 	Ship To CP2725 4747 HARRISON AVE ROCKFORD, Illinois, 61108-7900 United States	Priority Priority: NORMAL Requested Ship Date Requested Ship Date: 01/13/2016
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Part	Price	Qty	Requested Ship Date	Ship To	Sub-Total
1716200 SENSOR ARM, LEFT	Unit Price: \$283.50 UOM:	1	01/13/2016	CP2725-9 4747 HARRISON AVE ROCKFORD, IL United States	\$283.50

Final Destination Country:	Order Total
	Total \$283.50

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You will see an Order Confirmation which will confirm the data placed into our system. Once the order is accepted, you will receive an email notification with your Order Acknowledgement