



Uniform Stores Glossary

3rd Party Freight Account

A shipping account provided by the customer or organization that is used in place of Uniform Stores' default shipping provider. Charges are billed directly to the customer's carrier account.

Admin Portal

A secure backend interface where administrators can manage store settings, approve requests, and manage employee access.

Allocation

A pre-defined dollar amount or number of items granted to an employee to use toward uniform purchases, funded by the organization.

Approval Queue

A feature that allows designated approvers to review and approve or reject employee accounts before they are able to access the Uniform Store.

Calculated Shipping

Shipping cost that is determined dynamically based on carrier rates, weight, and destination of the order.

Collection

A curated group of products shown to a specific group of users (e.g., by department or location) to ensure they only see items relevant to their position.

Company Pay

A payment method where the organization covers the cost of approved items, often using vouchers.

Department

A user classification used to segment employees into groups based on their job function or work unit, which can control what products they see or what allocations they are eligible for.

Email Domain

A security filter that restricts self-registration to users with specific email addresses (e.g., @hospital.org).

Employee Pay

A payment method where the employee is responsible for purchasing items out of pocket via credit card at checkout.

**Employment Type**

A category used to further segment users by role, such as full-time, part-time, PRN, etc., and is often used to manage allocation eligibility.

Flat-rate Shipping

A shipping method where a fixed shipping fee is charged regardless of order size, weight, or destination.

Free Shipping

A shipping option where the cost is waived for the user, but still billed to the organization.

Invitation

An email that is sent to users granting access to the store and prompting them to register their account.

Location

A specific place where employees work, such as a clinic, department, or facility. Locations help organize users and make sure the right uniforms are made available and billed to the correct places. Locations can also be used as a classification to determine which allocation employees are eligible for.

One Time Allocation

A non-renewable voucher given to one or multiple users for a single use, often as a special incentive or recognition. Can be assigned as either a dollar amount or set allotment and its use can also be restricted to specific departments (i.e scrubwear, outerwear, polos, etc...)

One Time Reward

A non-renewable voucher or credit given to a user for a single use, often as a special incentive or recognition.

Organization

The business, company, or entity for which the store is configured.

Personalization

Optional embroidered customization added to a product, such as name or department text.

Self Registration

A feature that allows users to create their own account using a unique store URL, bypassing the need to manually upload users.

Sew-Out



A sample embroidery run used to confirm logo appearance, sizing, and thread color before approval for production.

Set Allotment

A uniform benefit structured around a specific quantity of garments (e.g., 2 tops, 2 pants) rather than a dollar value.

Store URL

A unique web address that provides access to the organization's specific online uniform store.

Stripe

The secure payment processor used by Uniform Stores to handle all credit card transactions and payouts.

Suggested Retail Price (SRP)

The manufacturer's or supplier's recommended sale price for an item, used as a baseline before applying custom pricing or markups.

Tax Exempt

A status applied to orders where sales tax is not charged due to valid exemption documentation from the purchasing organization.