



Division:  
Retail  
Stores: All

Department: All  
Edited: 02/25/2025

# Employee Discount

## Guidelines

### 6.6 Discount on PaulB Retail Purchases

All employees, including temporary/seasonal employees who are scheduled to work beyond 60 days, are entitled to a 15% discount on items purchased for personal use. This discount is not intended for resale or personal business use. Use your account ID to ensure that you receive the discount.

The employee discount should only be used for the employee's benefit and for gifts from the employee.

## How to use the employee discount

Customer	EVAN	CASH - LITITZ	P.O.	
Job Number	Sort Name	Full Name	Address 1	
	EVAN A HOL	EVAN A HOLBROOK	47 HALF MILE TURN	

All employees are given an account once they start working for Paul B. Zimmerman. This account is used to receive the employee discount.

Three ways to look up an account.

1. Name
2. Phone Number
3. Account Number

**Note:** The easiest way to look up an account is by the account number. Ask the checkout employee for your account number.