

# How to Order a Time Clock

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This article explains how to order Time Clocks and Time Clock accessories from Würk.

To begin this process, you will fill out the [Request for Timeclock Sales order form](#)

A new order form needs to be completed for **each location** you wish to ship a set of time clock(s) and/or time clock(s) accessories to.

Your Account Executive or Customer Success Manager will contact you to finalize your order details and to sign the sales order.

You will be kept up to date about the status of your order with emails from SmartSheet throughout the process.

If your order is for time clock(s) you will be contacted by Würk's Time Clock Specialist once you have received your order to configure your time clock(s).

If your order is for time clock accessories you may contact Würk support at [support@enjoywurk.com](mailto:support@enjoywurk.com) if you need additional assistance.

## [Würk Time Clock order Form](#)

If you have additional questions on the process to order timeclock and time clock accessories from Würk please reach out to your designated Customer Success Manager or Account Executive who will be able to assist your further.

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