CARBON ONLINE ORDERING STEP-BY-STEP GUIDE





AFRICA'S LEADING TRADE-ONLY, TOTAL-SOLUTION PROMOTIONAL PRODUCTS PROVIDER



CARBON ONLINE ORDERING STEP-BY-STEP GUIDE

STEP 1 Select items you would like to	o order by entering the code in the search block.
Level 5 B-BBEE Contributor TRADE ONLY SUPPLIER	Strin All Categories + Price - SEARCH
STEP 2 Click on the 'Order Product O	Online' icon.
Northstar Drawstring Bag	Northstar Drawstring Bag
Code: BAG-612	Code: BAG-612
Std Price:Your Price:R 16.29R 16.29	Std Price:Your Price:R 16.29R 16.29
See all Tiers 🗸	See all Order Product Online
Total Stock on Hand: 135,106 (i)	Total Stock on Hand: 135,106 i
Total Incoming Stock: 20,100 i	Total Incoming Stock: 20,100 i
CHECK LIVE STOCK	CHECK LIVE STOCK

STEP 3

Select the item colour you would like to order and click '**NEXT**'.

ADD TO CART					Give Us Feedback
	_	Northstar Draws	tring Bag (BAG-612)		
	Pleas	e select the colours you wo	uld like and click on Next to	continue	
	1				
	COLOURS	QUANTITIES	BRANDING	DONE	
000		Castrol.	Exaro	Discovery	AREZAN
Black (BL)	Blue (BU)	Green (G)	Lime (L)	Navy (N)	Orange (O)
Laurest.	mediacorp	FNB			
Red (R)	White (SW)	Turquoise (TQ)	Yellow (Y)		
		CANCEL	NEXT		



Enter the quantity of each product/colour you would like to order and click '**NEXT**'.

	Pleas	Northstar Draws	tring Bag (BAG-612)	ontinue	
		2 QUANTITIES			
Product	Size	Stock Requi	red	Incoming 1	Incoming 2
Black (BL)	>	0	of 17,529	-	-
	C C	CANCEL BACK	NEXT		



Click on **'CONTINUE SHOPPING'** to add more items to your order or click on **'VIEW CART'** to place the order.

ADD TO CART					X
		Northstar Drawstrin	g Bag (BAG-612)		
		The product has been a	added to your cart.		
	1			4	
				DONE	
	Searc	h for the next product to add:			
		CONTINUE SHOPPING	VIEW CART		



If you clicked on **'VIEW CART'**, you will be directed to your shopping cart to confirm your order.

- 1. Enter your purchase order number
- 2. Type your email address
- 3. Confirm your email address
- 4. Acknowledge T's & C's
- 5. Click on 'PLACE ORDER'

	Colour	Size	Quantity	Product Price	Total Product Price	
	Black (BL)	N/A	1	R 16.29	R 16.29	
	Product Code/Name	Enter prod	luct code or name and pr	ess enter to find and add another produc	ct to the cart ADD PROL	DUO
					Product Total Excluding VAT:	
					Branding Excluding VAT:	
					VAT:	
Your orde	er number: °	#1234				
Once this	order is ready for collection	we should email you to:				
once une	forder steday for concertor	, we should email you to.				
Use	my Amrod account email add	dress info@amrodgroup.co.za				
Email:	info	o@amrodgroup.co.za				
	·····					
Confirm E	Email: info	pr@amrodgroup.co.za				
Notificatio	on status: Onlin	le.				
0						
🖌 🖌 🖌 🖌	wledge that by placing this	s order, I am aware of the fo	ollowing relating to can	cellations and charges:		
· Canc	ellation charges of 15% of i	nvoice value excl VAT will a	apply, capped at R3000	.00.		
· Caric	rs for memory sticks and ha	ampers will not be accepted	d back for return (sampl	es as well as bulk orders).		
• Orde	bles under R30.00 excl vat 6 charge will be levied on a	may not be returned. Il changes of mix and matc	h items once these goo	ds have been consolidated.		
• Order • Samp • A 15%	nore terms and conditions p	please click here.				
• Orde • Samp • A 15% • For m		ur opling order. Chauld the	re be any stock or price	discrepancies, we will alert you.		
• Orde • Samp • A 15% • For m	uld like to thank you for yo	ur omme order. Snouid me				
• Carlee • Ordee • Samp • A 15% • For m We wo Please	uld like to thank you for yo	ur understanding of the abo	ve.			



An order confirmation will pop up with your reference number/s. You now have 30 minutes to make an online payment after clicking on **'MAKE PAYMENT'.**





Choose your payment method: Card or EFT Pro.



If you choose to pay by Credit card: select 'Card'.

				PayU
Amro		Choose your pay	ment method	
Amrod		O Card	VISA 🔤	
Amrod payment	R18 57	O EFT Pro	🔶 🚭 🛞 🖗 🧄	
Amount Due	R18.97			
			sysnet. 💮 Pci	
			and a second state of the	

• Enter your Card number, Card holder name, Expiry date and CVV number from the back of your card. Then click on **'Pay'**.

		PayU
Amrod	Choose your payment m	ethod
Amrod Amrod payment	Card	VISA
Amount Due R18.57	We accept major credit cards ir	ncluding VISA and MasterCard. The accepted payment options are provided above.
	Card number	
	Card holder name	
	Expiry date	MM Y YY Y
	CVV number	
		PayU User Agreement and Privacy Policy.
		Pay R18.57 Cancel
		Tou may be rearrecise to your banks secure site to authenticate yourself before making the payment.
	EFT Pro	🚸 🌍 🕲 🛱 🛥 🕂

• PayU (our payment portal) will load your payment.



• Once the payment has been successful, you will receive a 'Payment successful' message.





If you have chosen to pay via EFT Pro:

Select the bank you are paying from and click **'Continue'**. Please make payment into the matching bank. Payments made into a bank not matching your bank will not allow for goods to be released until the payment reflects in Amrod's bank accounts.

Amrod	Choose your payment method	
Amrod Amrod payment	© Card VISA	
Amount Due R18.	🔹 EFT Pro 🔪 🐟 🌚 🕲 🗟 🖛	
	PayU EFT Pro is an instant electronic funds transfer (EFT) payment service that allows you to pay directly using your exis Transfers are secure and payments are instant. If you would like more information on how EFT Pro works please click here.	ting internet banking facility.
	Continue Cancel	

• Select your bank from the menu.

😯 Info	O Cancel Transaction				
	Select Your Bank		Paying: Amrod Amount: R 12.19 Their Reference: AMRETLVDVU	amrod	
	Use i-Pay to pay quickly and securely		ABSA CAPITEC BANK NEDBANK	FNB INVESTEC	
		Powered by [-PAY		States by thave	

 Login to your bank account and make the payment. The password is the same which you use when logging in to your internet banking.

Info	⊘ Cancel Transaction	Pay
	Login Using Your Internet Banking Profile Faster and smarter EFT payments * None of your credentials are stored. * We cannot process transactions on behalf of enterprise clients that require advanced authentication	Paying: Amrod Amount: R 12.19 Their Reference: AMRETLYDVU
		th attuicting
	Power	ed by [-PAY
nfo	Power	ed by I-PAY



Powered by J-PAY

thatte



Once payment has been made you will receive a message stating: **'Your transaction was successful'.** Click **'Continue'** to proceed.

Pay
Continue



The below message will pop up.

Once the payment is confirmed from PayU, it will be linked to our internal system and the invoice will be cleared.

	TY PROGRAMME BAROMETER	WORLD SOURCE BRANDING	CONTACT	∑ ZAR (R) ∨	Ç Cart ✓ 🧕
Level 5 B-BBEE Contributor TRADE ONLY SUPPLIER	Send us a message >	What are you looking for? Search By Catalogue Page	All Categories	¢ Price	- SEARCH
Gifts 🗸 Clothing 🗸	Headwear 🗸 Clear	ance 🗸 Hampers 🗸	Brands ~ Themes ~	e-Catalogues 🗸	Downloads 🗸
Home / View Cart / Pavmen	it				
none y nen oach y gymen					
Order payme	ent				
Payment successful					
1225 123 23					
Thank you for your payment.					
Thank you for your payment. Your payment was successfu	ıl.				
Thank you for your payment. Your payment was successfu A sales order will be e-mailed	ıl. 1 to you momentarily. You wil	receive confirmation via e-ma	ail at the moment your order is read	ly for collection.	

Please take the below into consideration with regards to EFT and credit card payments:

1. When you process orders online, after checking stock and making payment:

- a. An invoice automatically generates, which means your order will not need to wait in a manual queue which could take up to two hours.
- b. The warehouse will get the notification to pull stock if the order is paid in full on the secured payment portal.
- c. A notification will be sent to you as soon as the order is ready for collection.

2. PayU sends us expired confirmation:

- a. An expired notification is sent when the time allowed for EFT payments (30 minutes) is exceeded.
- b. The order is marked for override and is deleted off the system.



PROMOTIONAL PRODUCTS PROVIDER