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TRADE ACCOUNT
YOUR ONLINE GUIDE

B&G Online!
Anywhere, Anytime.

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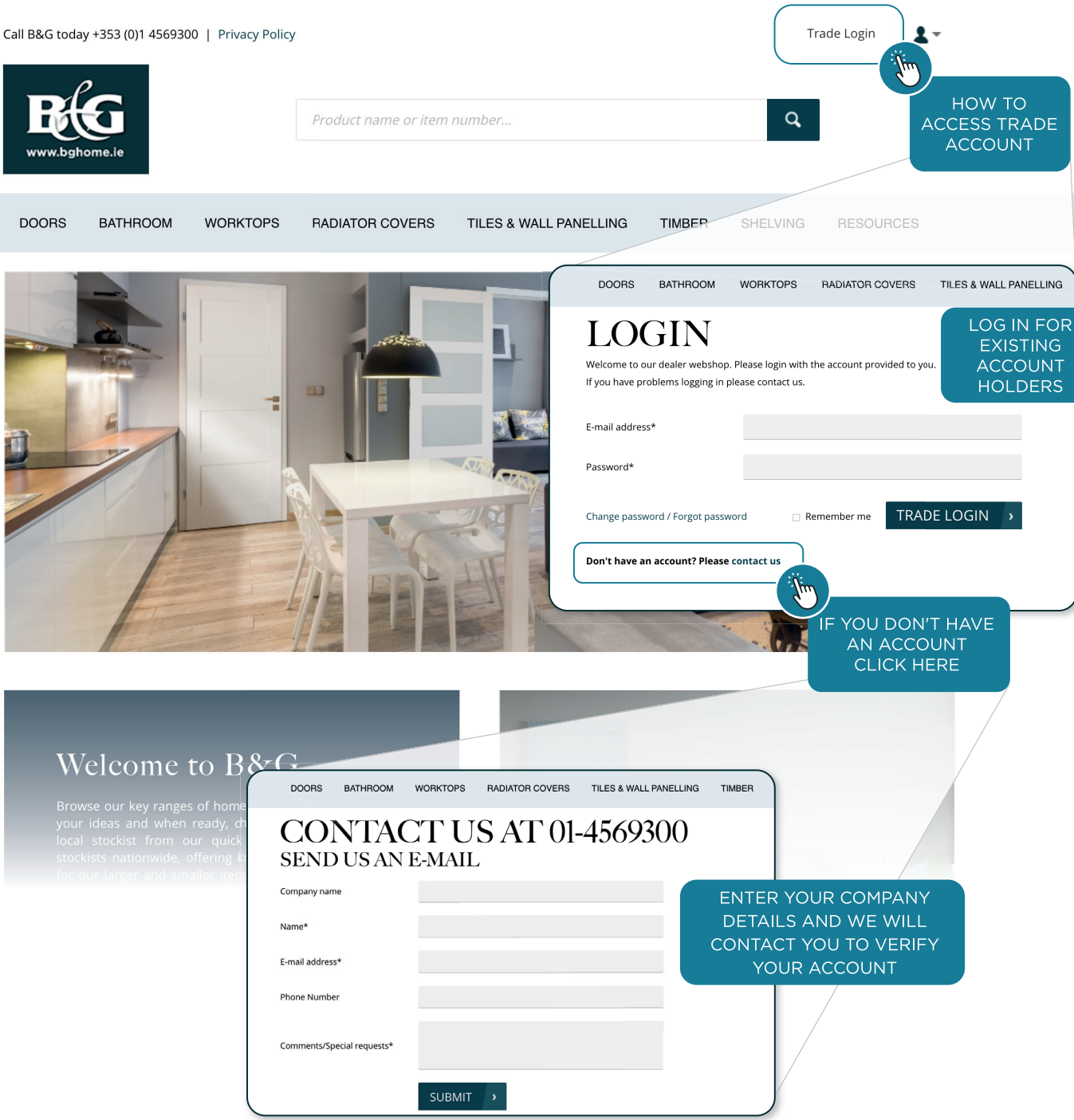
THE TEAM AT B&G CONTINUE **OUR COMMITMENT TO INNOVATION** WITH **NEW ON-TREND RANGES** THAT HIT THE MARK FOR CONSUMERS AND **DRIVE REVENUE** FOR OUR CUSTOMERS. A PROUD TRADE ONLY SUPPLIER **FOR MORE THAN 40 YEARS,** WE HAVE RECENTLY LAUNCHED OUR **TRADE ONLY WEBSHOP** TO MAKE IT EVEN EASIER TO WORK TOGETHER. **REVIEW FULL RANGE AT WWW.BGHOME.IE.**

IN fashion

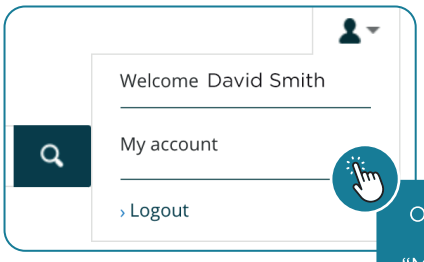
Supporting you and your Business

- Order Online 24/7
- View Special Offers & Promotions
- Access Prices & Stock Availability
- View & Manage Your Account Online
- Download Brochures
- Access Digital Assets

I HOW TO LOG IN OR SET UP A 24/7 ONLINE TRADE ACCOUNT



2 ACCESS YOUR ACCOUNT INFORMATION 24/7



ONCE SIGNED IN CLICK "MY ACCOUNT"

MY ACCOUNT

+ NEW ORDER

CREATE ORDER

Hello David Smith (DIY Hardware Ltd.)

› Account Dashboard
View your company details here.
My orders
My quotes
My invoices
My credit notes
My shipments
My order templates
Manage sub-accounts
Authorisations

Welcome to your account page. You can view all your personal data here. Click on the links on the left to navigate to the pages of your choice.

If you wish to change your password, you can click the reset link at the bottom of this page.

YOUR ACCOUNT MENU

RECENT ORDERS View all

VIEW ORDERS

No orders found.

MOST RECENT ORDER

ACCOUNT MANAGEMENT

Contact information Your details

Name	David Smith (DIY Hardware Ltd.)
Email address	david.Smith@diyhardware.ie
Password	Change password

VIEW ACCOUNT CONTACT DETAILS

3 HOW TO SEARCH AND ORDER

ADD TO ORDER A

Home › Shopping basket

SHOPPING BASKET

Enter an item number or description and select from the drop down menu. Press tab again to set the order quantity. Press enter to add the product to the list.

Product name or item number...

SEARCH FOR PRODUCT B

Home › ket

SHOPPING BASKET

Enter an item number or description and select from the drop down menu. Press tab again to set the order quantity. Press enter to add the product to the list.

PWP803P - KENMORE WHITE PRIMED SINGLE PANEL 80X32

KENMORE WHITE PRIMED SINGLE PANEL 80X32 PCS - 1 +

+ ADD TO BASKET

BASKET DETAILS

Recalculate basket
Save as template
Load template
Empty basket

GET QUOTE

PROCEED TO CHECKOUT

MY SHOPPING BASKET

Product	Price	Quantity	Total
KENMORE WHITE PRIMED SINGLE PANEL 80X32 Item No.: PWP803P View | Delete	€ -	1 PCS	€ -

BASKET DETAILS

+ Enter Discount code

Items €
Total €
Total incl. VAT € -

Please recalculate the basket to get the correct prices
Recalculate.

Recalculate basket
Save as template
Load template
Empty basket

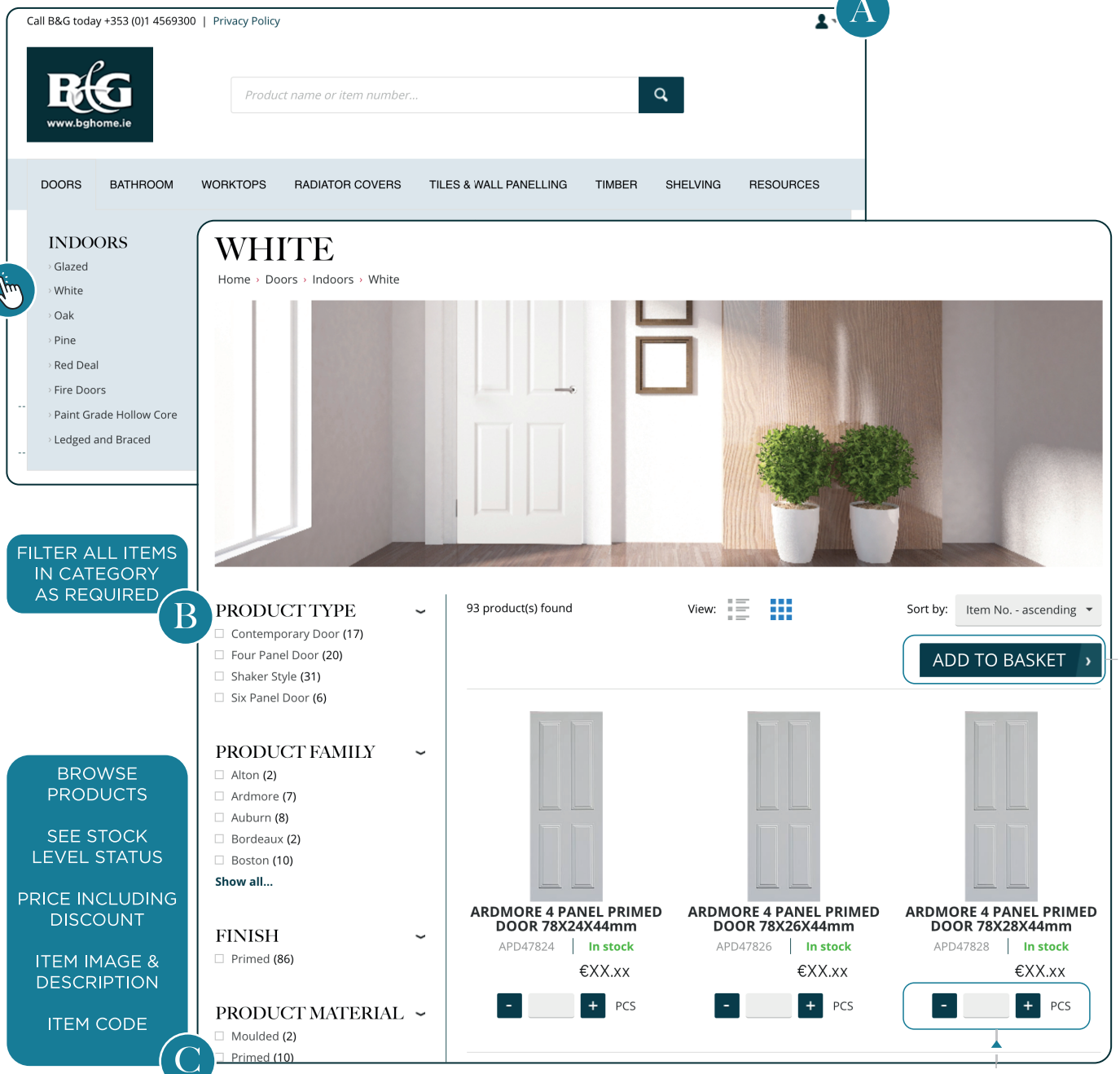
ADD TO BASKET D

SELECT QUANTITY C

4 HOW TO BROWSE AND ORDER

USE THE SEARCH BAR TO SHOP BY BRANDS, CATEGORY, RANGE OR ANY PRODUCT KEYWORD. YOU CAN ALSO BROWSE & SELECT FROM DROP DOWN MENU.

A



FILTER ALL ITEMS IN CATEGORY AS REQUIRED

B

BROWSE PRODUCTS

SEE STOCK LEVEL STATUS

PRICE INCLUDING DISCOUNT

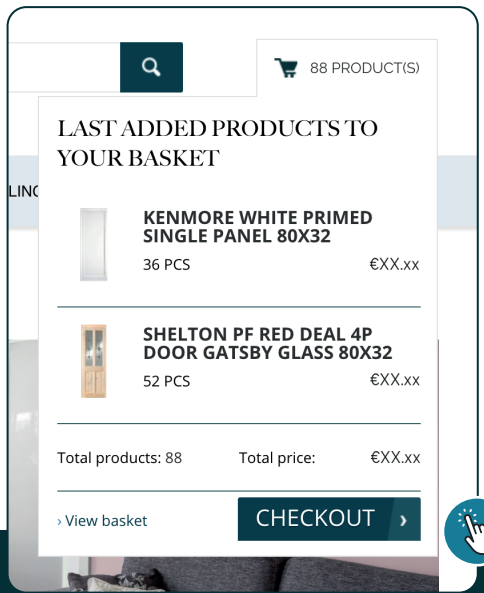
ITEM IMAGE & DESCRIPTION

ITEM CODE

C

INSERT ORDER QUANTITY AND ADD TO BASKET

D



HOVER OVER BASKET TO PREVIEW

TO CHECKOUT PRESS "CHECKOUT"

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5 SECURE CHECKOUT

ENSURE ACCOUNT NAME AND ADDRESS ARE CORRECT

A

‹ Edit shopping basket

SECURE CHECKOUT

1. SHIPPING INFORMATION

Please check your shipping address below. If the details are incorrect please contact us

David Smith (DIY Hardware Ltd.)

NEXT ›

SHOPPING BASKET SUMMARY — EDIT ORDER

No. # of items in cart:	2
Subtotal	€XX.xx
Total incl. VAT	€XX.xx

2. DELI
3. ORDE

‹ Edit shopping basket

SECURE CHECKOUT

1. SHIPPING INFORMATION ✓

2. DELIVERY METHOD

Choose one of the delivery methods listed below. To view our delivery policy click here.

Delivery method	Description	Costs
◉ Standard Shipping	Free Shiping Over Minimum Order. See Delivery Policy above	Free
○ Collection		

‹ BACK

SHOPPING BASKET SUMMARY — EDIT ORDER

No. # of items in cart:	2
Subtotal	€XX.xx
Total incl. VAT	€XX.xx

B

CHOOSE COLLECTION OR REQUEST DELIVERY

3. ORDER OVERVIEW

ADDITIONAL INFORMATION

Your Purchase Order reference number* — PO 11238521

Comments/Special requests — Request online trade account

Requested delivery date (subject to our delivery policy) — JUNE 12TH

Product	Price	Discount Applied	Qty	UOM	Total
SHELTON PF RED DEAL 4P DOOR GATSBY GLASS 80X32 Item No.: SHRDGG803P	€XX.xx		52	PCS	€XX.xx
KENMORE WHITE PRIMED SINGLE PANEL 80X32 Item No.: PWP803P	€XX.xx	15,00%	36	PCS	€XX.xx

Subtotal	€XX.xx
Total	€XX.xx
VAT23	€XX.xx
Total incl. VAT	€XX.xx

I have read and fully understand the Terms and Conditions ☒

‹ BACK

SUBMIT ORDER

No. # of items in cart:	2
Subtotal	€XX.xx
Total incl. VAT	€XX.xx

Delivery

Click here for our delivery policy

CHECKOUT SUMMARY

Billing address

David Smith (DIY Hardware Ltd.)

Shipping address EDIT ORDER

David Smith (DIY Hardware Ltd.)

Shipping method EDIT ORDER

Standard Shipping

C

REVIEW ORDER INCLUDE:

- YOUR PO REFERENCE TO ORDER
- SPECIAL REQUESTS / COMMENTS
- REQUEST DELIVERY DATE – SUBJECT TO POLICY
- REVIEW ITEMS ON ORDER AND PRICE
- TICK T & C'S

SUBMIT ORDER

TO CHECKOUT PRESS "CHECKOUT"

DOORS BATHROOM WORKTOPS RADIATOR COVERS TILES & WALL PANELLING TIMBER SHELVING RESOURCES

ORDER PROCESSED SUCCESSFULLY

Your order is successfully completed.

› Go to your order page.
› Go to your account page.
› Go to homepage.
› Logout.

6 VIEW & MANAGE ACCOUNT

- › Account Dashboard
- View your company details here.
- My orders
- My quotes
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- Manage sub-accounts
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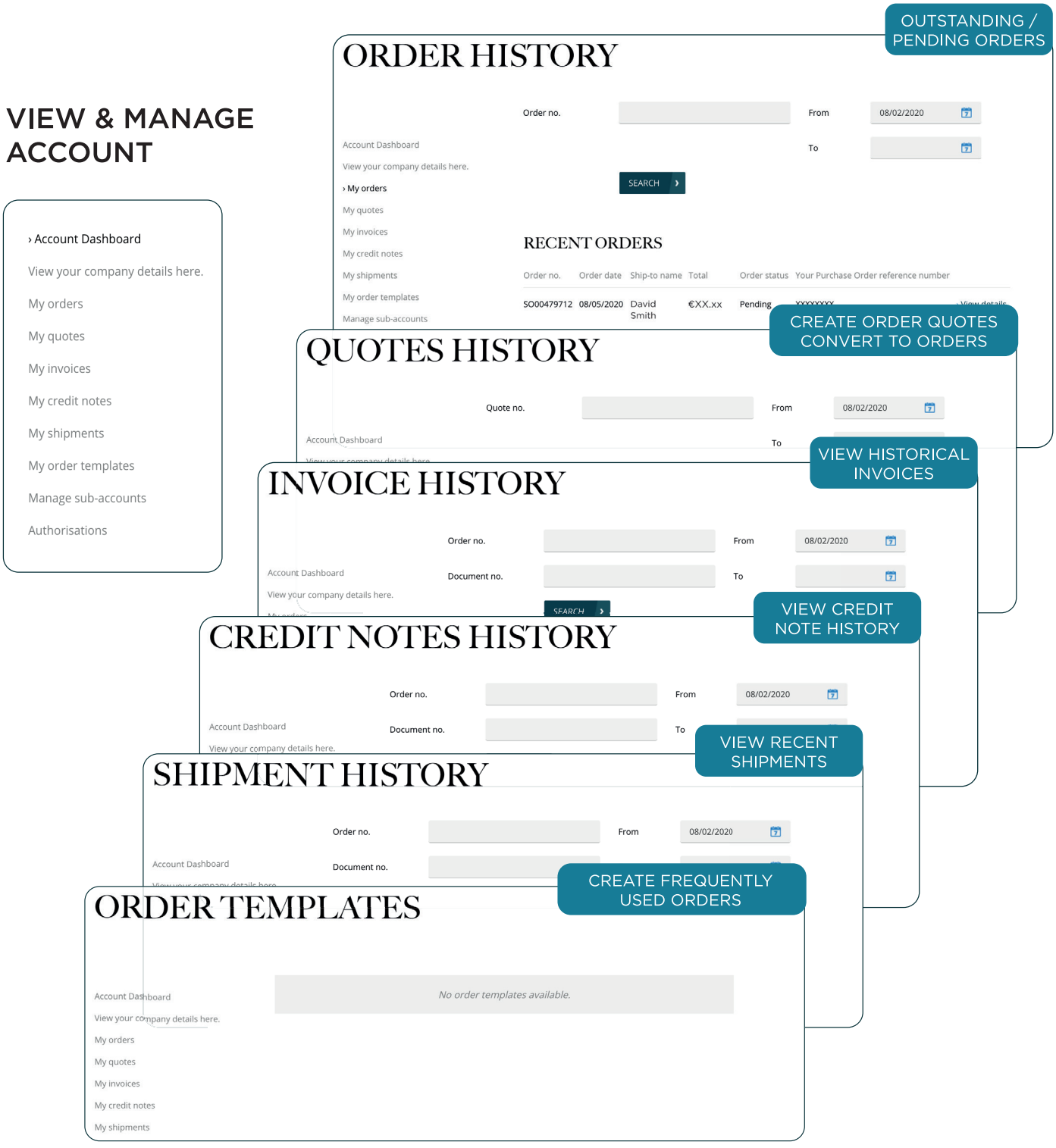
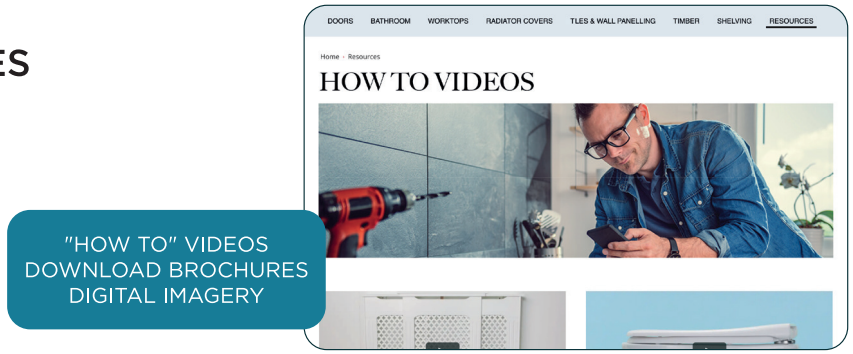


7 RESOURCES SECTION



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