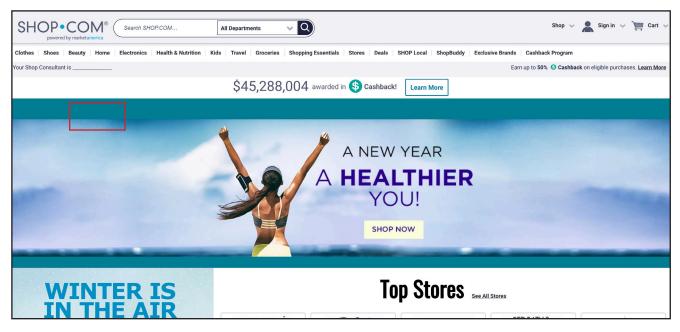
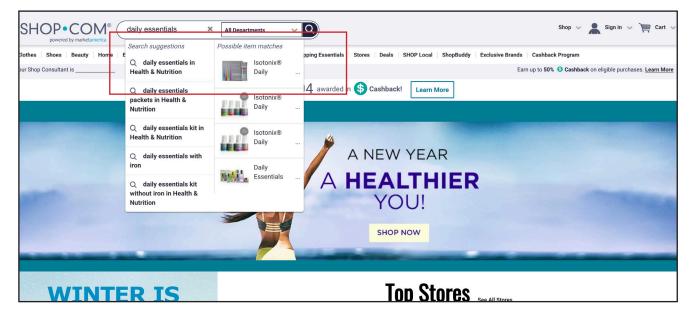
Registering a First Time Customer

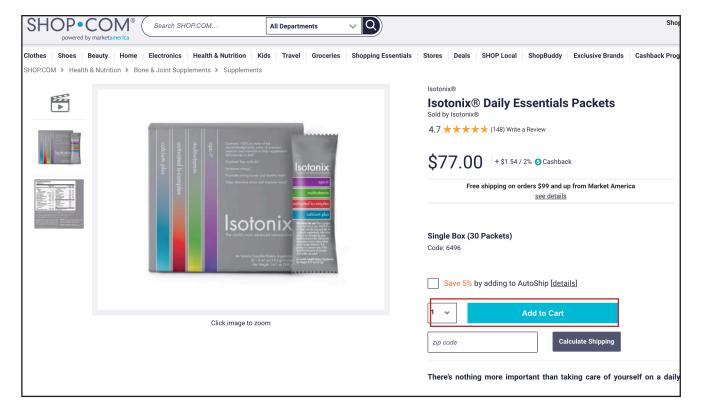
Use this guide to help place customer order when placing a first order for a new customer. Doing this will ensure that the customer is assigned to your shop.com and now a customer for life!



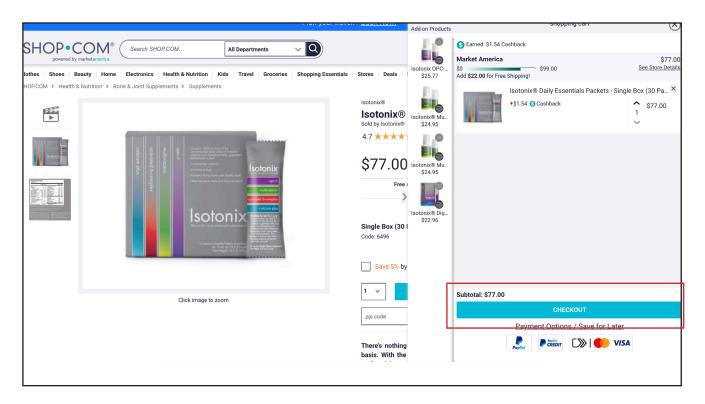
1. Go to your shop.com, seeing the "Your Shop Consultant" is your name



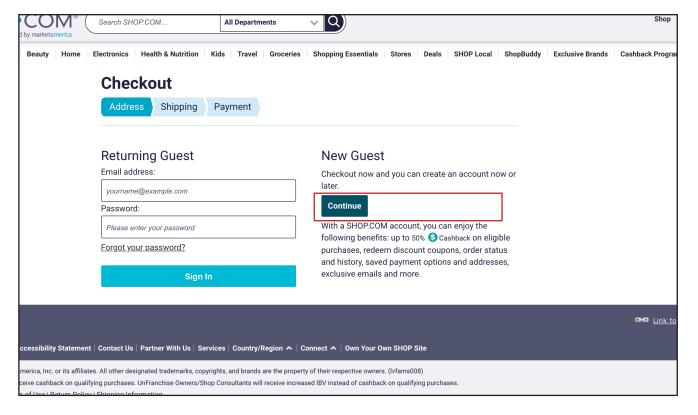
2. Type the product they want into the search bar, and click on image of product



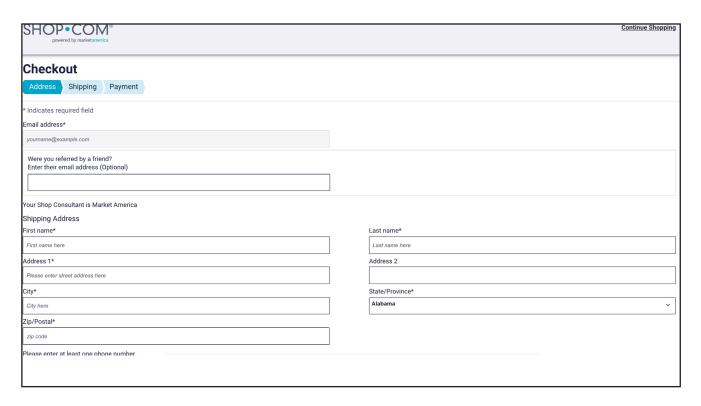
3. Click "Add to Cart"



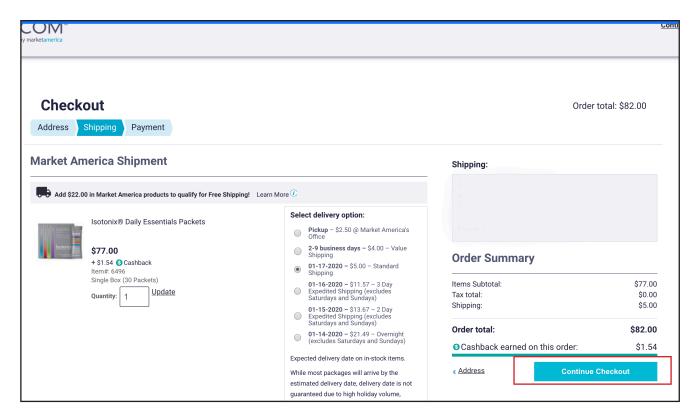
4. Click "Checkout"



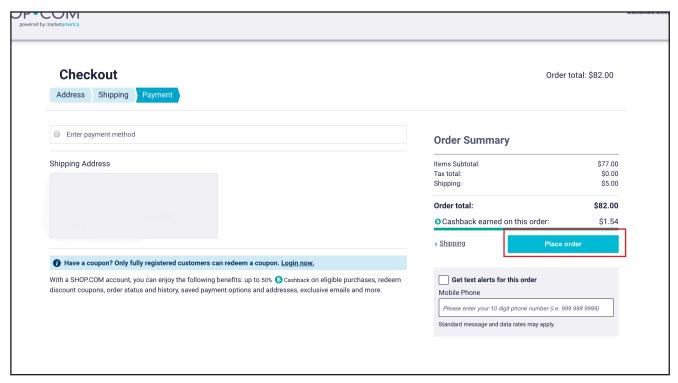
3. Click "Contine" under new guests



4. Fill out customer's information. Use their LASTNAMEYEAR (ie. SMITH2020) as their 'temporary' password.



5. Click "Contine Checkout" veryifying the information is correct



6. Click "Place Order" and/or enter number to stay up to date with their order