ORDER MANAGEMENT INSTRUCTIONS

Note: Please use the web browser (Google Chrome) for smooth order management.



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3. You can now see all the details against the order you have received.	ainst	Anthond Which is horder mores mor	COST or TOTAL Tell Product A130.000.00 1 A130.000.00 Flor rote R.000.00 R.000.00 R.000.00 Ration Ra	Contract Details Contra	•		
 On this window you can add orden notes against the progress of you order. 	r r	Order Notes Shipping provid Shipping numbe Shipped date: A Delete The process had Delete note Payment to be r Pending paymer added 56 seconds a Add note	d from				
5. Once the order received, our logi- be attached with the parcel, and come to pick up the package.	stics team (logistic PACKAGE RECEIN	s@fitoor.com. /ING SLIP that	pk) will send you ar needs to be signed	h AIRWAY bill the by the TRAX staf	at needs to f who will		
 After document signing, hand over parcel. 	r the parcel along	with the FITO(OR Branded Sticker	being pasted on	the		
7. After dispatching the parcel, Our	Logistics team will	provide you w	ith the TRACKING N	IUMBER.			
 8. You can provide the tracking information of your order. The tracking numbers The tracking site of the co you have used for delivery The Date of sending the get 	urier , bod.	TRACKING NUM Shipping Provider N Tracking Number Date Shipped F j, Y ADD TRACKING	IBER Jame / URL DETAILS CLOSE				

 Once the product is delivered and received by the customer, you can go back on the Orders page and mark it as complete by clicking on the tick arrow. 			Complete	•			
 This will record the order as your sale, and the order status will turn out to be COMPLETED. 	ORDER Order 8781	ORDER TOTAL	EARNING Rs7,500.00	STATUS Completed	CUSTOMER Guest	DATE August 2, 2020]
PACKAGING							

All the goods shall be packed in accordance with the packaging SOPs that shall be provided by our team.