



DESTACO E-commerce Platform

On-Boarding Information

March 11, 2022

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Introduction

Introduction Video: <https://info.destaco.com/video-launch-partner.html>

E-Commerce Tool Capabilities



Updated Navigation

Find what you are looking for with fewer clicks



Configurator

Search now by product, brand, function, market, or by resource needed



Product Availability

Easily find when your selected products will be in stock



Product Ordering

Order products online!



Pricing

List prices and your purchase prices are displayed before you order

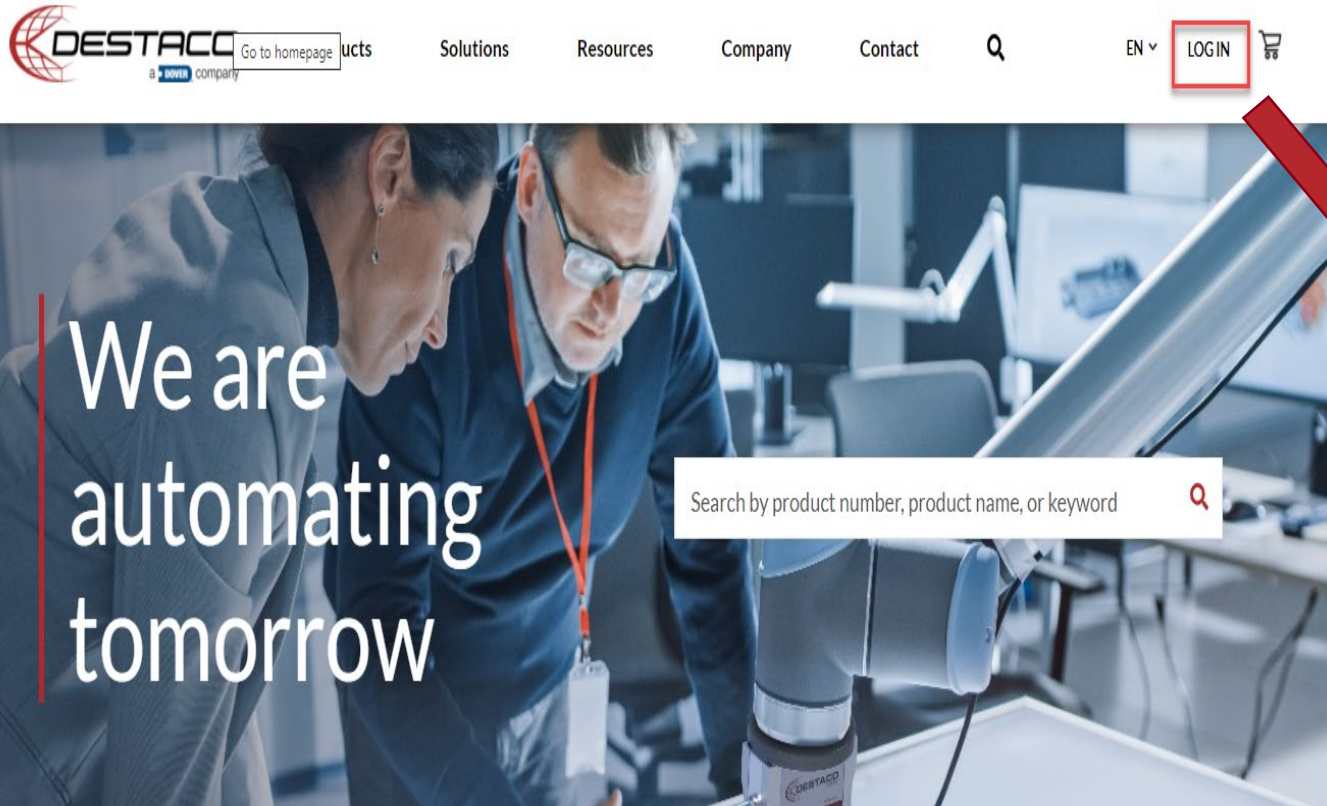


Order Status

Check when your order will arrive

Login

Login for the E-commerce and Distributor Portal (Log In – in upper right of website)

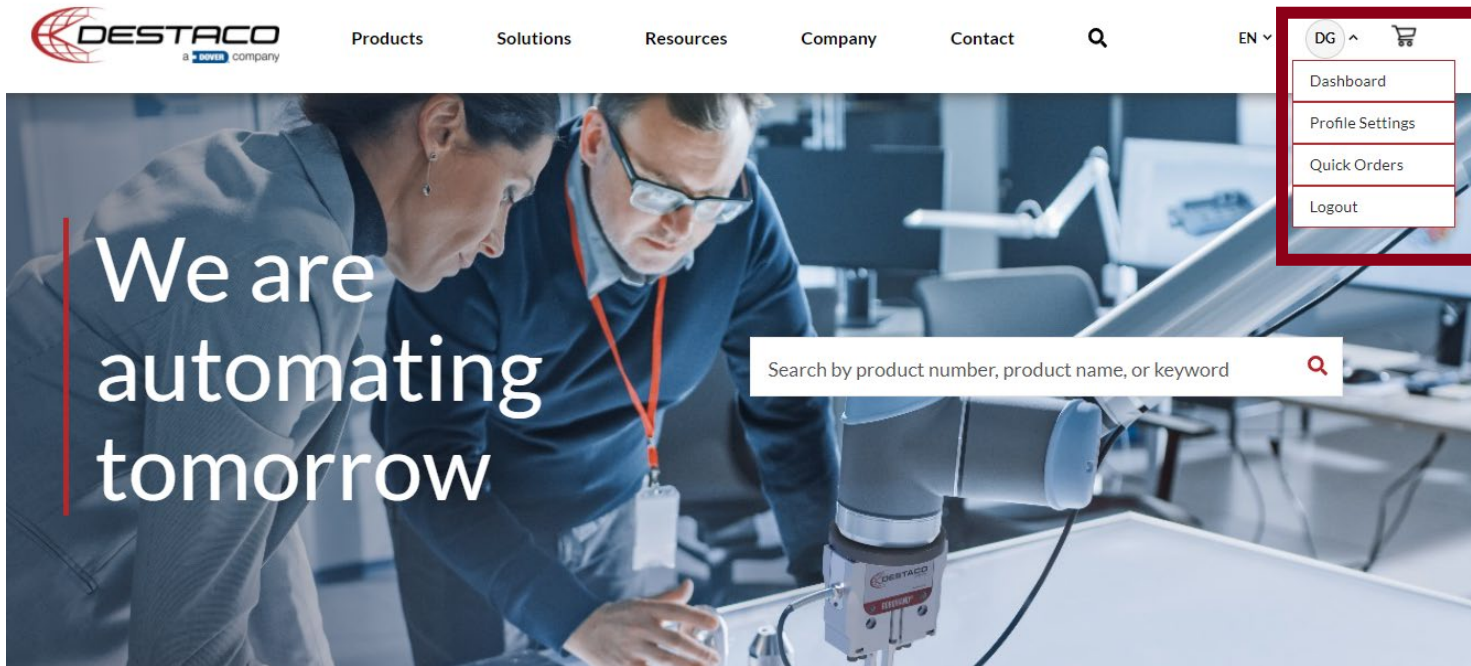


Username = email address
Password = Temp password – You will be asked to change it after 1st login

A screenshot of the 'Customer Login' form. At the top is the Destaco logo. Below it is the title 'Customer Login' and the instruction 'Fill in the below details to login'. The form has two input fields: 'Username' with the placeholder 'Enter your Username' and 'Password' with the placeholder 'Enter your Password'. Both fields are highlighted with red boxes. Below the password field is a checkbox labeled 'Keep me signed in' and a link for 'Forgot Password?'. A red 'SUBMIT' button is at the bottom of the form, also highlighted with a red box. At the very bottom, there is a link: 'Register to Become a New Customer (for Partners and Distributors only)'.

UPON LOGIN YOU WILL BE RE-DIRECT TO HOMEPAGE

Logged-in Toolbar



Click on Arrow next to Your Initials to get Logged-in Toolbar

Dashboard – View your profile, order histories, saved addresses

Profile Settings – See your profile settings

Quick Orders – Know the part number you want, click here and you can type them in or upload a list and get information on them.

Logout – Log out of E-commerce platform

Dashboard

Dashboard

Dashboard Navigation

Profile Settings – See your profile settings

My Organization –

Addresses – List of all the addresses you can ship to

Payment – Show payment types – Currently we are only accepting Purchase Orders – Planning to add Credit Card.

Purchase –

Order History – Your order history – This information is also available on the right side of screen under Customer purchases

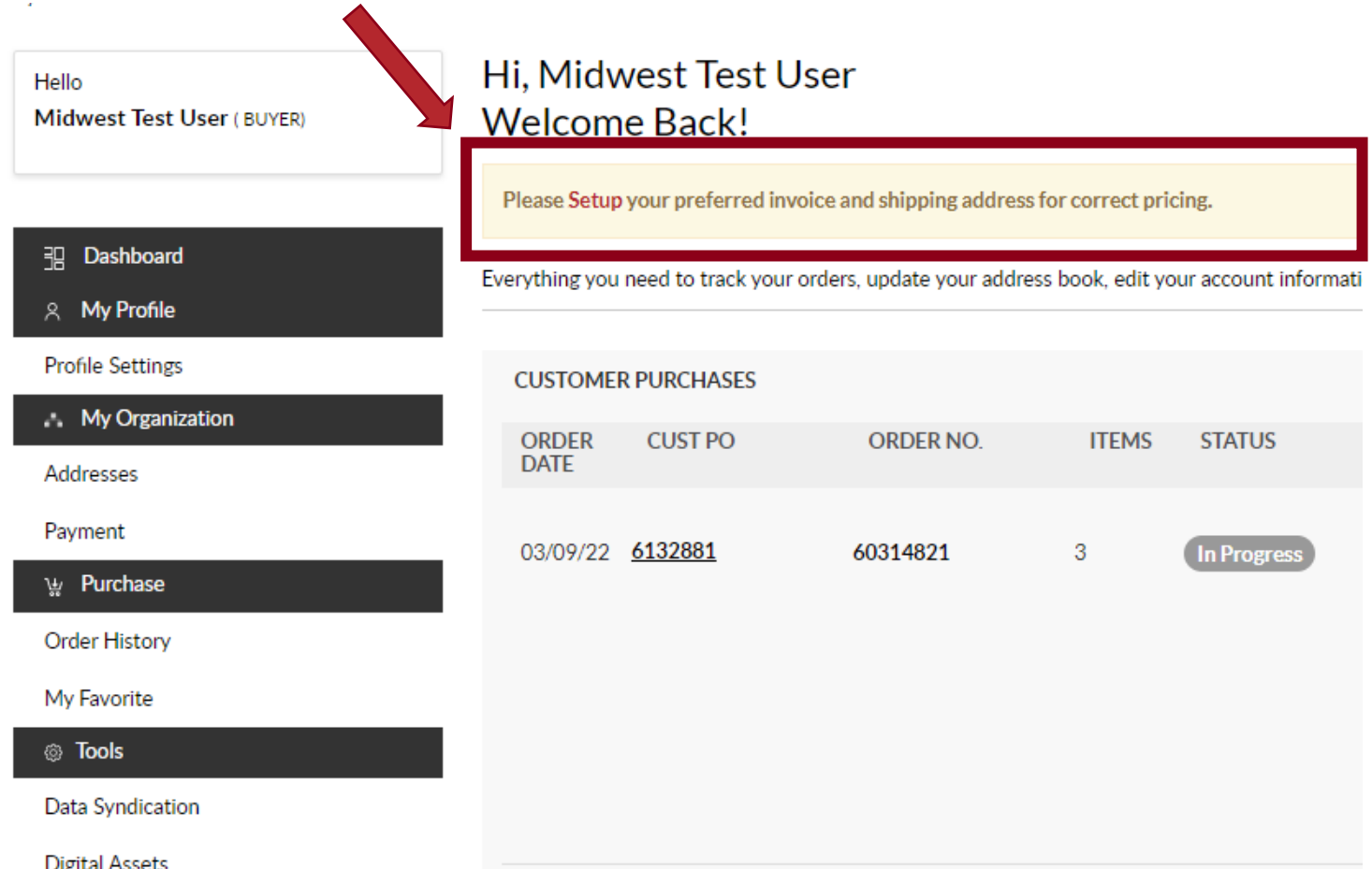
My Favorite – List of favorite parts

Tools –

Data Syndication – Download all product data and attributes

Digital Assets – Access our Marketing Hub for images, pdfs, and other sales materials

FIRST TIME YOU LOG IN – PLEASE SETUP PREFERRED INVOICE AND SHIPPING ADDRESS FOR CORRECT PRICING



The screenshot shows a user dashboard for 'Midwest Test User (BUYER)'. A red arrow points from the user's name in the top left to a yellow notification box. The notification box contains the text: 'Please Setup your preferred invoice and shipping address for correct pricing.' Below the notification box, there is a link: 'Everything you need to track your orders, update your address book, edit your account informati'. The dashboard also features a sidebar with navigation options: Dashboard, My Profile, Profile Settings, My Organization, Addresses, Payment, Purchase, Order History, My Favorite, Tools, Data Syndication, and Digital Assets. The main content area displays 'CUSTOMER PURCHASES' with a table of order data.

ORDER DATE	CUST PO	ORDER NO.	ITEMS	STATUS
03/09/22	<u>6132881</u>	60314821	3	In Progress

SETUP PREFERRED INVOICE AND SHIPPING ADDRESS FOR CORRECT PRICING

My Account / My Organization / Addresses

Quick Order

Hello
Midwest Test User (BUYER)

Addresses

Note: A new address can be added while placing the order

To add or edit an address please contact customer service. For Americas, please call: 1-888-DESTACO or email: customerservice@destaco.com , For Europe, please call: +49-6171-705-0 or email: europe@destaco.com

Dashboard

My Profile

Profile Settings

My Organization

Addresses

YOUR PREFERRED BILLING ADDRESS

You haven't set any preferred invoice address yet.

Your Preferred Billing Address

YOUR PREFERRED SHIPPING ADDRESS

You haven't set any preferred shipping address yet.

Your Preferred Shipping Address

BILLING ADDRESS

SHIPPING ADDRESS

Drop Ship

Direct

PREFERRED BILLING AND SHIPPING ADDRESS

Select a Billing Address and Shipping Address from the Dropdown menu

Note: You will be able to select and add addresses during the checkout process – This is just the initial addresses that will show in your default cart.

Order History

Order History

The most recent order appears first. Please allow 1 hour for orders to appear.

Filter By Last 90 Days Please Select an Option

- Last 90 Days
- Last 6 Months
- Last 1 Year
- Last 3 Years
- Order Number
- PO Number
- Order Status

<input type="checkbox"/> ORDER DATE		ORDER NO.	ITEMS	STATUS
<input type="checkbox"/> 02/22/22	<u>TEST FOR DG</u>	60312229	2	Accepted

Filters By– Filter your orders based on time or select Order Number, PO Number or Order Status and find a particular order.

Options – You can download your orders to a CSV file

Click on PO Number or Order Number for more details on order

Order History Details

Click on PO Number or Order Number on summary page for more details on order

Re-order –
Automatically
add same
products to your
cart for new
order

**Expected Ship
Date –** Date
product is
expected to ship
or shipped date
if shipped

The screenshot shows an order summary page with several sections and a table. Annotations with red arrows point to specific elements:

- An arrow points to the **RE-ORDER** button.
- An arrow points to the **EXPECTED SHIP DATE** column in the table.
- An arrow points to the **Shipped Shipment Details** link in the table.

RE-ORDER **VIEW COMMERCIAL INVOICE**

INVOICE ADDRESS

SHIPPING ADDRESS

PAYMENT METHOD
Invoice

LINE NO.	PRODUCT ID	EXPECTED SHIP DATE	PRICE	STATUS	TOTAL
1.1	B8JG-3238-1 Clamping arm Invoice Desc: 8JG-3238-1 w/SCREWS Quantity: 2	02/25/22		Shipped Shipment Details	
2.1	202-U	02/24/22		Shipped	

**Line Item
Status**

**Shipping
Details**

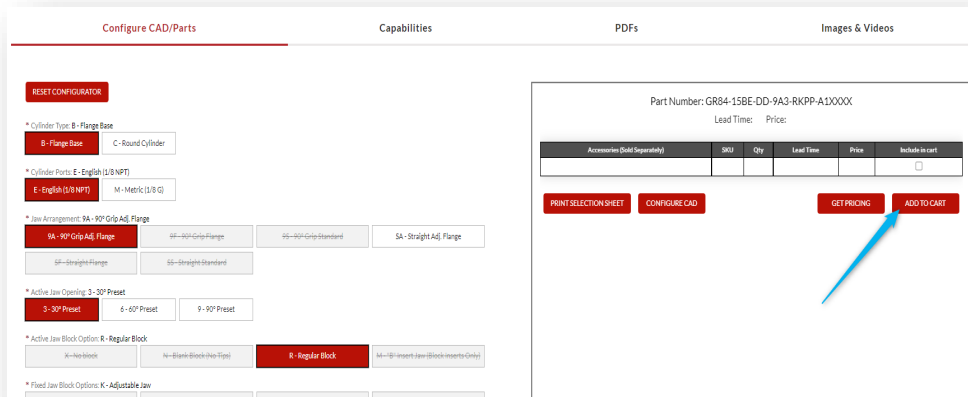
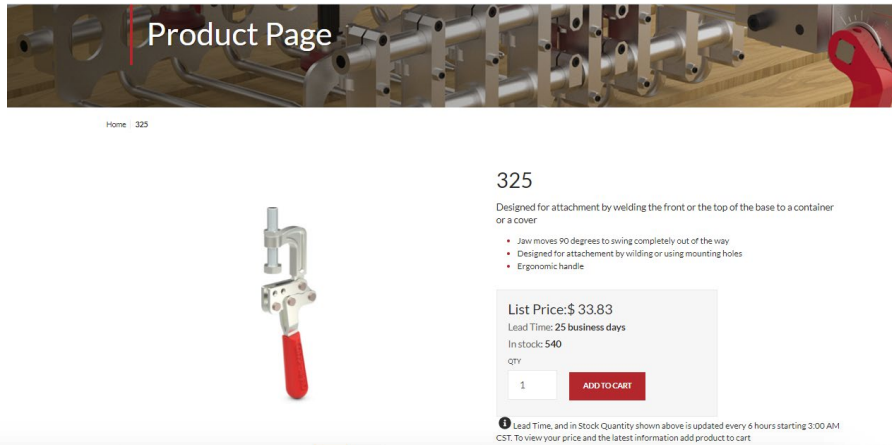
Product Information

Two Places for Product Information

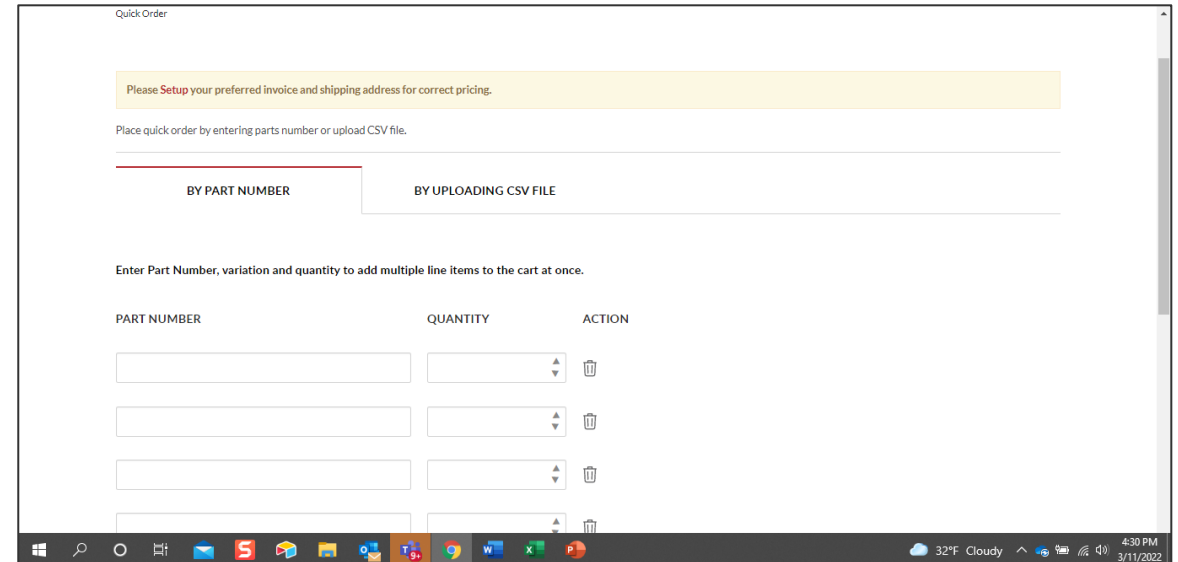
	On Product Page	On Cart
List Price	✓	✓
Customer Price		✓
Available on Hand	✓ Updated every 6 hours	✓ Real-Time
Lead Time	✓ Updated every 6 hours	✓ Real-Time

Ways to Add Products to your Cart

Method 1 – Navigate to the product page or configurators on the website



Method 2 – Quick Orders Button on Logged-in Toolbar or Dashboard



Cart and Checkout Process

Cart

List Price

Your Price

Lead Time


Qty on Hand

Quick Order –
Add more
products to your
cart

Please **Setup** your preferred invoice and shipping address for correct pricing.

My Cart

[Continue Shopping](#)



207-U
Product ID: 207-U | Vertical Handle Hold Down Clamp
List Price: \$ 18.64 | Your Price: [REDACTED]
Qty: [- 2 +]
Lead Time: 25 days | Net on hand: 6,454

[REMOVE](#)

[Create Order Template](#) [Update Cart](#)

* For frequent orders, create an order template to make the process faster next time.

Add an Item to Cart

 [ADD TO CART](#)

[Quick Order of Multiple Items](#)

Order Summary

Total items (1 items)	[REDACTED]
Minimum Order Fee ⓘ	\$ 80.00
TAX Exemption ⓘ	
Shipping cost & VAT will be calculated on checkout	
Total Amount (Without Shipping & Tax)	[REDACTED]

[CHECKOUT](#)

Fees:
Shows any fees
from Minimum
Order or Drop
Ship

**CHECKOUT
Button: To
Continue
Purchasing
Process**

Shipping Information

Billing Address

Drop Down to Change Billing Address

Shipping Address

Drop Down to Change Shipping Address

1 Addresses 2 Shipping 3 Payment 4 Review 5 Receipt

BILLING ADDRESS
B-Minneapolis
Midwest Machine Tool Supply Inc.
230 Commerce Circle South
Suite 1
Fridley, MN 55432
United States

SHIPPING ADDRESS
FRIDLEY- MIDWEST MACHINE TOOL SUPPLY
Midwest Machine Tool Supply Inc.
230 COMMERCE CIRCLE S.
FRIDLEY, MN 55432-0307
United States
[+ Add a New Address](#)

Order Items

PRODUCT ID	PRICE	QTY.	GRAND TOTAL
207-U Product ID: 207-U 207 - Vertical Hold-Down Toggle Locking Clamp		1	

Order Summary

Total items (1 items)	
Minimum Order Fee ⓘ	\$ 80.00
TAX Exemption ⓘ	
<hr/>	
Total Amount	

CONTINUE CHECKOUT

Fees: Shows any fees from Minimum Order or Drop Ship

Add New Address: You can add a new drop ship address for your order (See next slide)

End User Reference PO: If you would like us to reference an end-user PO, please enter it here

New Shipping Address

SELECT CURRENT ADDRESS + Add a New Address

ADD NEW SHIPPING ADDRESS

Add a direct address via [customer service](#) email.

Note: A Drop Ship Address incur an Additional Fee

Country *

Company Name *

Salutation First Name *

Last Name *

Address Line 1 * Address Line 2

Total Amount

Add New Shipping Address information

New Direct Address: If you have a new direct address to add, please contact customer service via email to add this new address

NOTE: All new addresses will incur a drop ship fee

Shipping Options

Carrier – Select Carrier you would like to use for shipping

Shipping Method – Select method you would like to use for shipping

1 Addresses 2 Shipping 3 Payment 4 Review 5 Receipt

CARRIER
United Parcel Service

SHIPPING METHOD
UPS-Air-Next Day Air Saver (by 3:00PM)

FREIGHT TERM
Collect

Enter account number for the collect option

SELECT SHIPPING OPTION
 Ship Order Complete Ship Order Line Complete

Order Summary

Total items (1 items)	
Minimum Order Fee ⓘ	\$ 80.00
TAX Exemption ⓘ	

Total Amount	

CONTINUE CHECKOUT

Freight Terms –
Select Freight
Terms – If Collect:
Please add
Account Number
to charge freight to

Shipping Options

Ship Order Complete – All products will ship when complete order is ready

Please indicate Requested Ship Date for complete order

SELECT SHIPPING OPTION

Ship Order Complete Ship Order Line Complete

Requested Ship Date

MM/DD/YYYY

Add Special Shipping Instructions – Enter any special instructions for the shipper.

Order Items

PRODUCT ID	QTY.
207-U Product ID: 207-U 207 - Vertical Hold-Down Toggle Locking Clamp	1

Ship Order Line Complete – Ship products separately when each is ready (Note: this may incur high shipping charges)

Please indicate Requested Ship Date each item in cart

SELECT SHIPPING OPTION

Ship Order Complete Ship Order Line Complete

Add Special Shipping Instructions – Enter any special instructions for the shipper.

Order Items

PRODUCT ID	QTY.
207-U Product ID: 207-U 207 - Vertical Hold-Down Toggle Locking Clamp	1

Requested Ship Date

Payment


- 1 Addresses
- 2 Shipping
- 3 Payment
- 4 Review
- 5 Receipt

SELECT A PAYMENT METHOD

Invoice

PURCHASE ORDER NUMBER

Order Summary

Total Items (3 items)	\$ 1,197.73
TAX Exemption 	
<hr/>	
Total Amount	\$ 1,197.73
<hr/>	
CONTINUE CHECKOUT	

**PURCHASE
ORDER
NUMBER
(REQUIRED)**



**Must provide
valid PO
Number for
referencing
this order**

Order Review

Review the details of your order below and make any changes if needed. Click "Submit Order" to complete your purchase.

Message to Merchant

INVOICE ADDRESS B-Minneapolis Midwest Machine Tool Supply Inc. 230 Commerce Circle South Suite 1 Fridley, MN 55432 United States	PAYMENT METHOD Invoice PO Number - 142544
SHIPPING ADDRESS FRIDLEY- MIDWEST MACHINE TOOL SUPPLY Midwest Machine Tool Supply Inc. 230 COMMERCE CIRCLE S. FRIDLEY, MN 55432-0307 United States	SHIPPING METHOD UPS-Air-Next Day Air Saver (by 3:00PM) Carrier: UPS Freight Terms: COLLECT Special Shipping Instructions

Order Items			
PRODUCT ID	PRICE	QTY.	GRAND TOTAL
207-U Product ID: 207-U 207 - Vertical Hold-Down Toggle Locking Clamp		1	

Total items (1 items)	
Minimum Order Fee ⓘ	\$ 80.00
TAX Exemption ⓘ	
Total Amount	
<input type="checkbox"/> Agree with Terms & Conditions	
SUBMIT ORDER	

NOTE – You must agree to Terms & Conditions in order to submit order

You can review Terms & Conditions by clicking on the link.

Order Submission

Review the details of your order below and make any changes if needed. Click "Submit Order" to complete your purchase.

Message to Merchant

INVOICE ADDRESS
B-Livonia-Geisler Company
Geisler Company
30295 Schoolcraft Road
Livonia, MI 48150
United States

PAYMENT METHOD
Invoice
PO Number - **Test PO**

SHIPPING ADDRESS
Albion - Bushe Workholding
Bushe Workholding
600 S 7TH STREET
ALBION, IN 46701
United States

Order Items

PRODUCT ID	PRICE	QTY.	GRAND TOTAL
010-210-400 Product ID: 010-210-400 010 - Threaded Body Cylinder	\$ 119.72	1	\$ 119.72
010-211-504 Product ID: 010-211-504 010 - Threaded Body Cylinder	\$ 262.87	2	\$ 525.74

Total Items (3 items) \$ 1,197.73

TAX Exemption ⓘ

Total Amount \$ 1,197.73



Agree with [Terms & Conditions](#)

SUBMIT ORDER

Order Processing...

Do not close the window, refresh or click the back button.

1 Addresses **2** Shipping **3** Payment

 **Thank You For Your Order**  **Print Receipt**

Your order number is: **00003252**

Your Order is pending for Approval

We will email dhaval_da@yopmail.com to keep you updated on the status of your order. Or check back on your customer portal

Email – You will also receive an email showing all the information of your order

You can then check the status through Order History and you will also receive emails from our ERP system

Need Further Help or Have Questions

If you have any questions or need further help, please reach out to your local customer service teams

Americas:

Email: customerservice@destaco.com

Europe:

Email: Europe@destaco.com

If you have any suggestions on improvements, please send them to Darren Greene at dgreene@destaco.com



a **DOVER** company