

SELLERS

HOW TO SET UP & USE YOUR ONLINE STORE

STEP 1 Receive Unique Store Link

There are **TWO WAYS** to get your store link

1. Group Leader

Store link is emailed to you by the group leader.

2. Self-Registration

A registration link will be emailed to you. Fill out the required information, and your store link will be emailed to you.

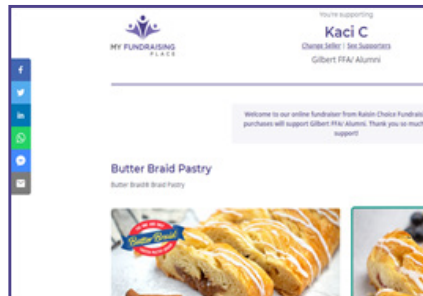
STEP 2 Share Store Link

Click on the **icons** on the store page to share the online store on social media platforms.

TIP!

POST ON MULTIPLE CHANNELS

More posts = more exposure for the fundraiser. Remember to include the reason behind the fundraiser in the post.



STEP 3 Track Progress

Click on **"See Supporters"** to view seller stats and total number of items sold.

TIP!

SEND A THANK YOU NOTE

Remember to send a thank you note to your supporters to show your appreciation.

Supporter Name	Units Purchased	Price
J Doe	3	\$48.00
S Anderson	2	\$32.00

STEP 4 Deliver Orders

Receive your **"Seller Report"** after the fundraiser. This lists your supporters' contact and order information, so you can deliver their orders.

Category	Count
Cinnamon	2
Apple	2
Cherry	1
Other	0
Total	5

Supporter	Items
See Order Form	No Paper Orders
Anita Harris	2 Cinnamon

CELEBRATE SUCCESS!

FYI:

As sellers you will receive **four automated emails** from the online store during the course of the fundraiser.

1. Start

Sent 1 day before the fundraiser begins. This includes your individual store link.

2. Halfway Through

Sent as a reminder when the fundraiser is halfway done.

3. Three Days Left

Sent as a reminder when there are only 3 days left in the fundraiser.

4. Delivery

Sent the morning of the delivery with a link to your individual seller report.

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PLACE