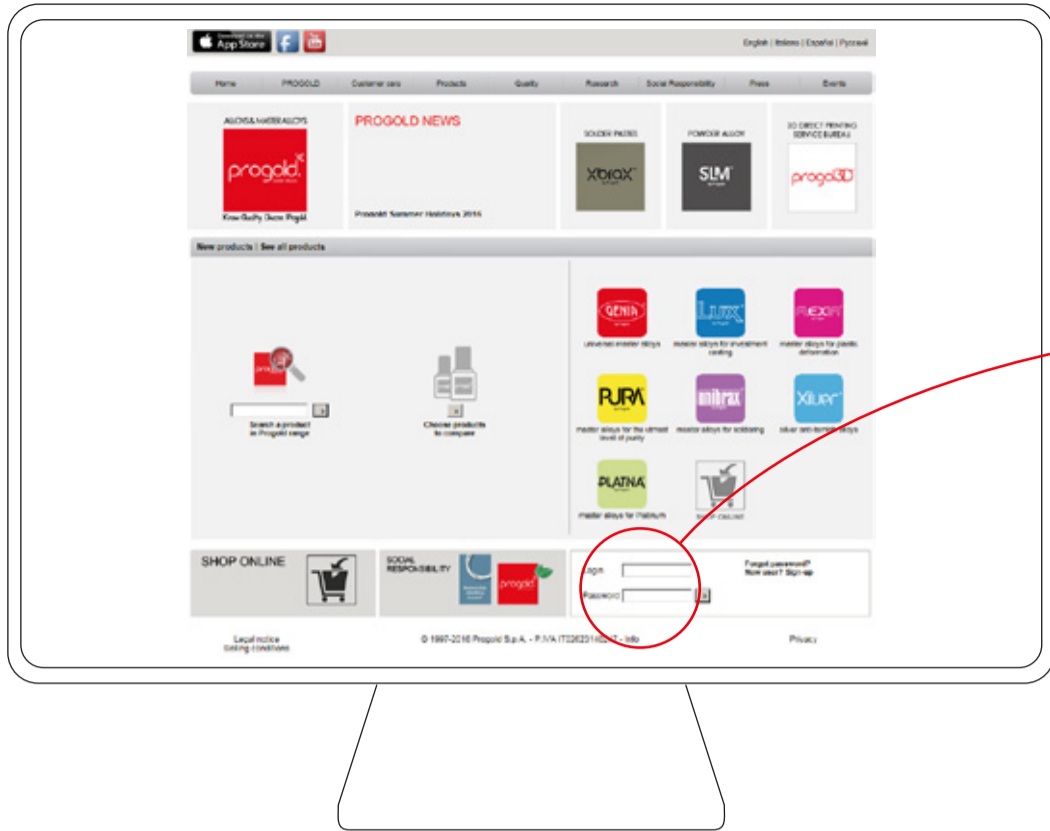
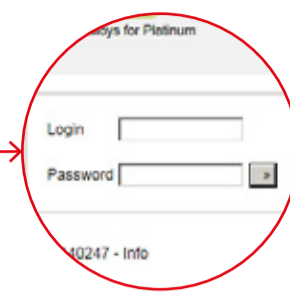


HOW CAN I PLACE MY ORDER ON PROGOLD WEBSITE?



HOMEPAGE INSERT LOGIN AND PASSWORD



Click here

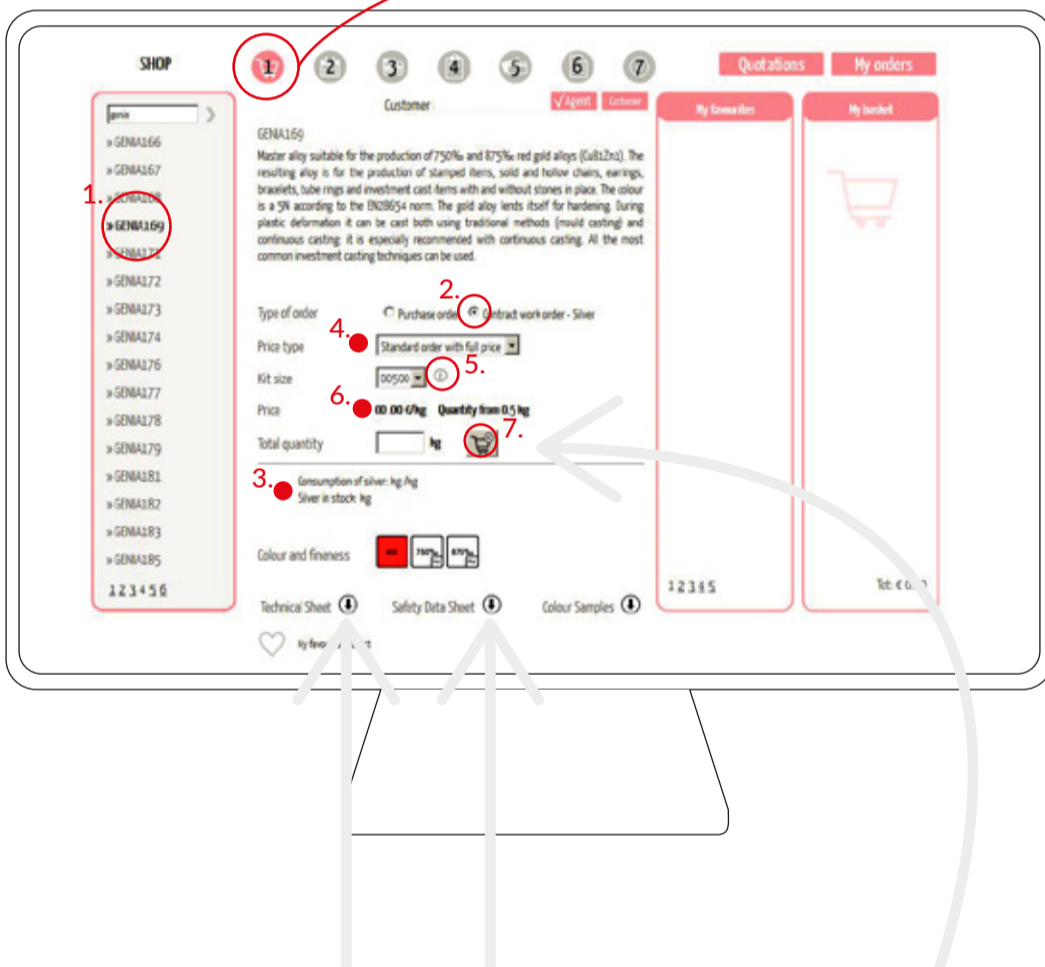


IF NEEDED, RE-INSERT YOUR LOGIN AND PASSWORD

1. E-ORDER Through this platform you can easily place your order.


Choose your preferences
Select:

1. Products you want.
2. Type of order: contract work order/ purchase order.
3. For contract work orders check the precious metal quantity needed and the quantity available in your stock.
4. Price type.
5. kit size (packaging).



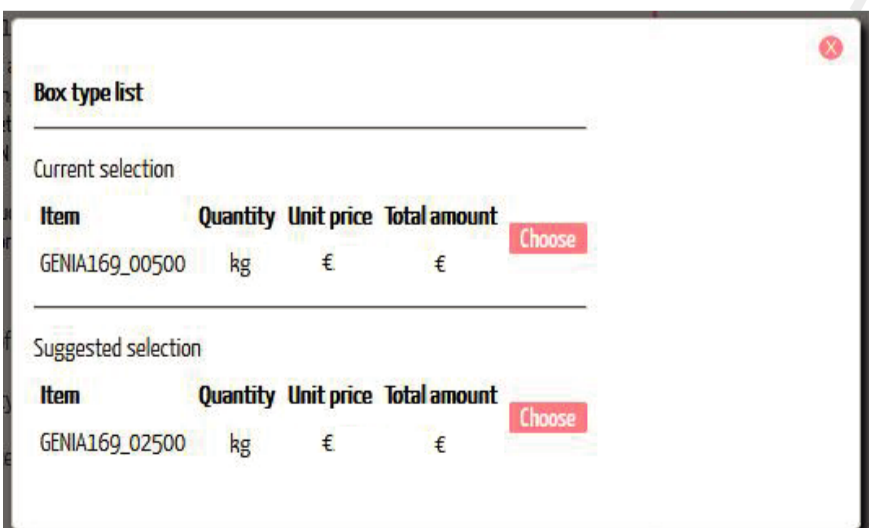
For additional info on the product you selected, download the technical and safety data sheets.



6. Check the price and define your quantities.
7. Once you're ready, add to the basket, by pressing on 

Let us suggest!

- Depending on the different type of box, we suggest the different price solutions for your order.
- Once you choose, the system will insert your product in your basket (box to the right)
- You can now repeat this procedure as many times as you like.
- Once the basket is complete: press next!



HOW CAN I PLACE MY ORDER ON PROGOLD WEBSITE?

2. PRODUCT AVAILABILITY

1. Check if your product is in stock.
For urgent orders, if available, select the express delivery option.
2. Check the amount in the box to the right.
3. Look at the note below.

MY PRODUCT IS NOT AVAILABLE?

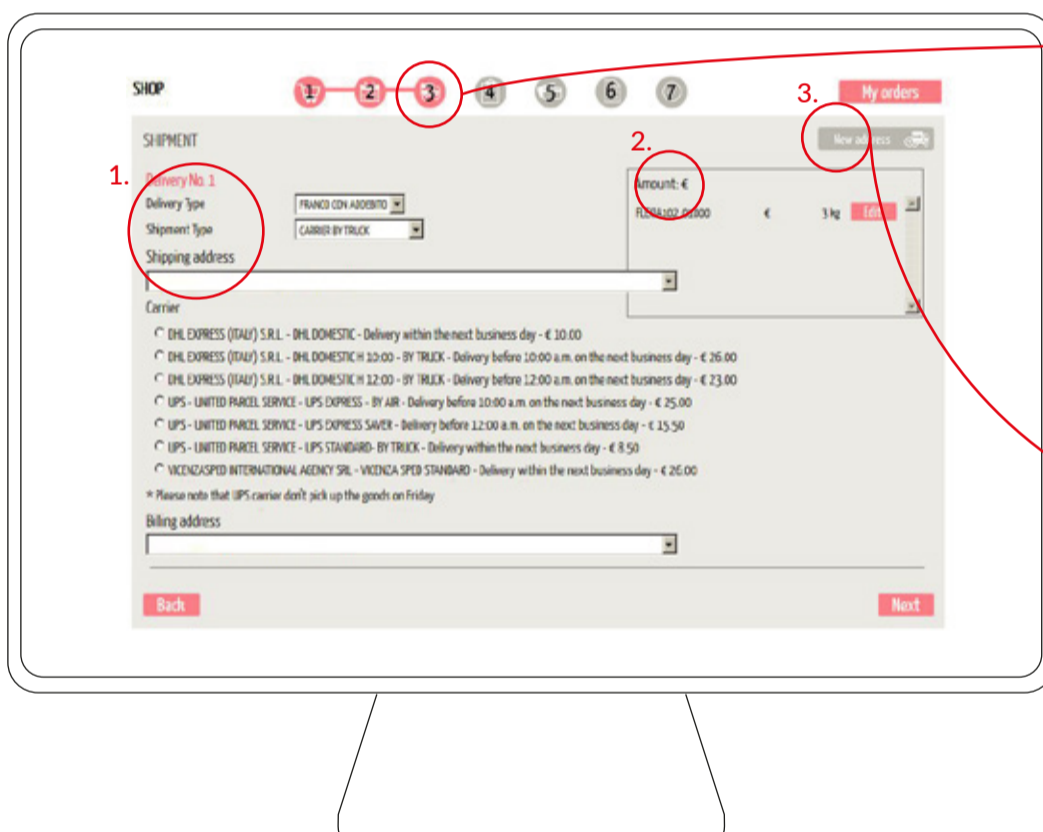
4. If the product is partially available, you can choose to receive a partial shipment.
5. If the product is not urgent and you prefer to receive only one shipment, you can join the shipments. Then press "SAVE".



3. SHIPMENT

1. You can now select every detail about your shipment: delivery type, shipment type, shipping address, carrier and billing address.
2. On the right you'll always find the order price updated.
3. Need to add an address?
Attention! The company name must be the same.

[Click here](#)

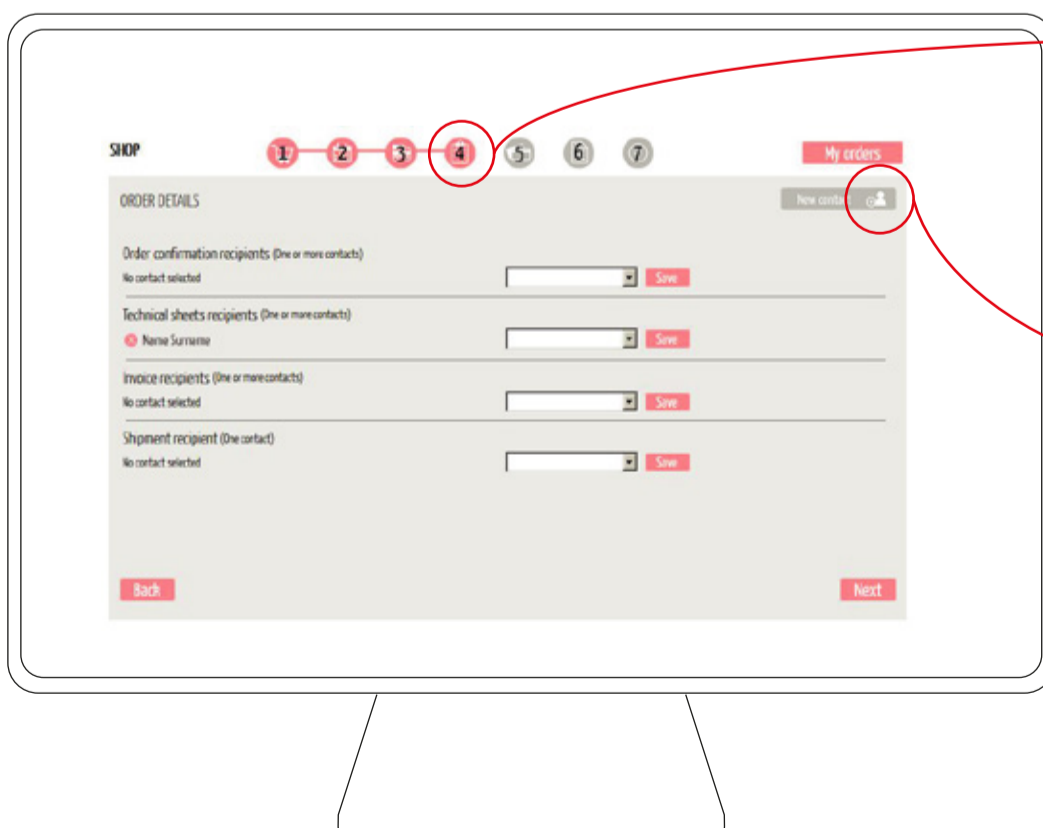


4. ORDER DETAILS

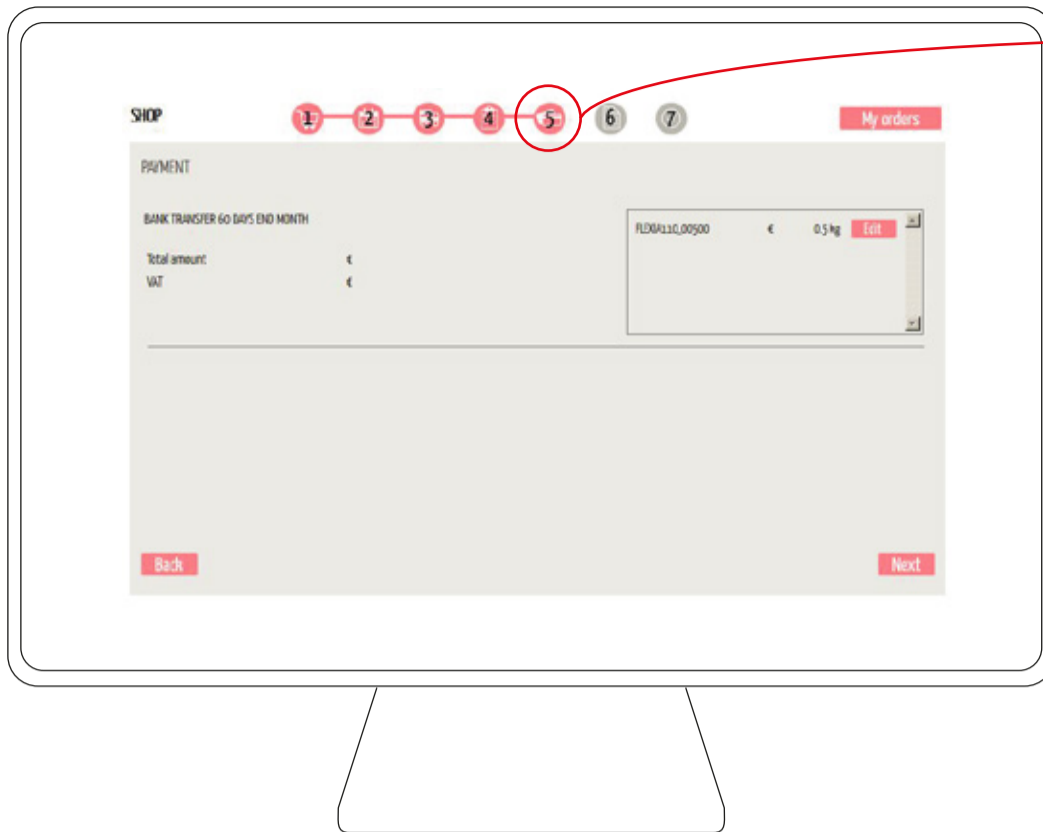
Insert your preferred recipient and press save for each contact!

1. Need to add a contact?
Attention! The company name must be the same.

[Click here](#)



HOW CAN I PLACE MY ORDER ON PROGOLD WEBSITE?



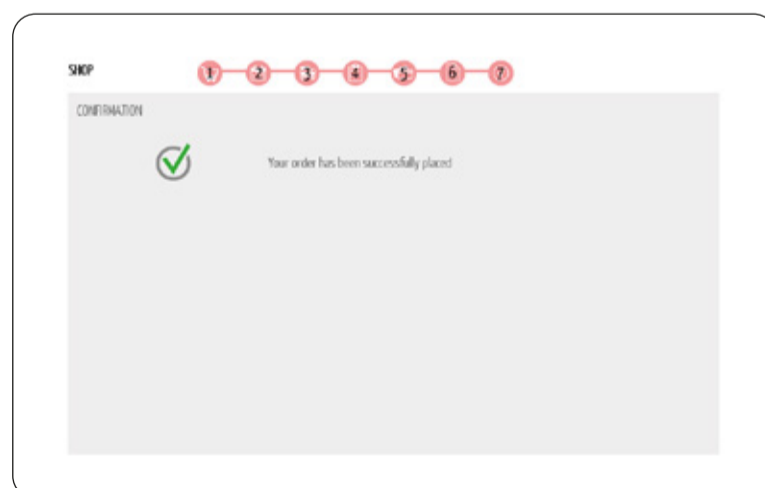
5. PAYMENT

Check the type of payment



6. ORDER DETAILS

1. Look at the order details and double check. Here you can find every detail on your products request.
2. Flag the box: I accept terms of sale
3. Then press confirm.



7. CONFIRMATION

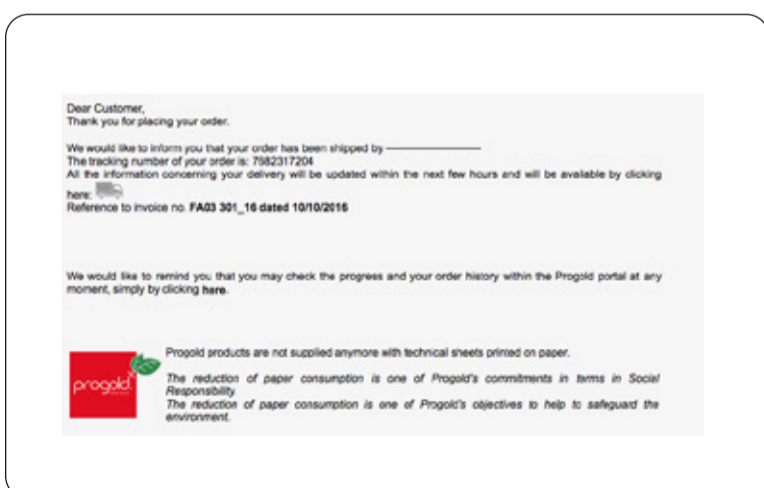
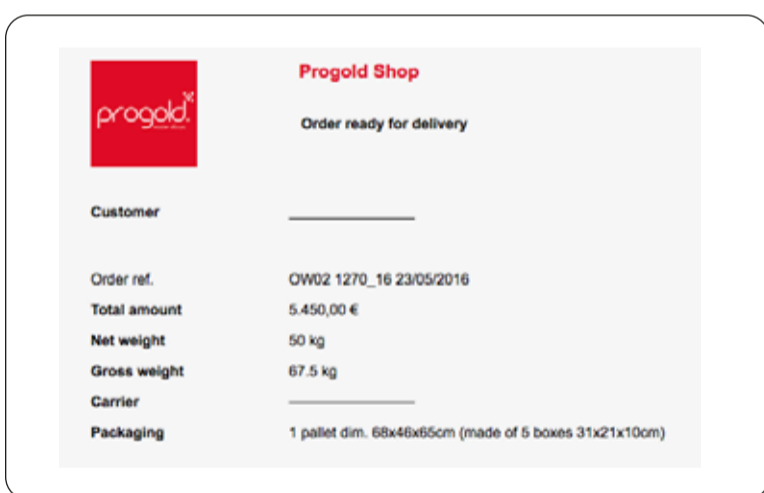
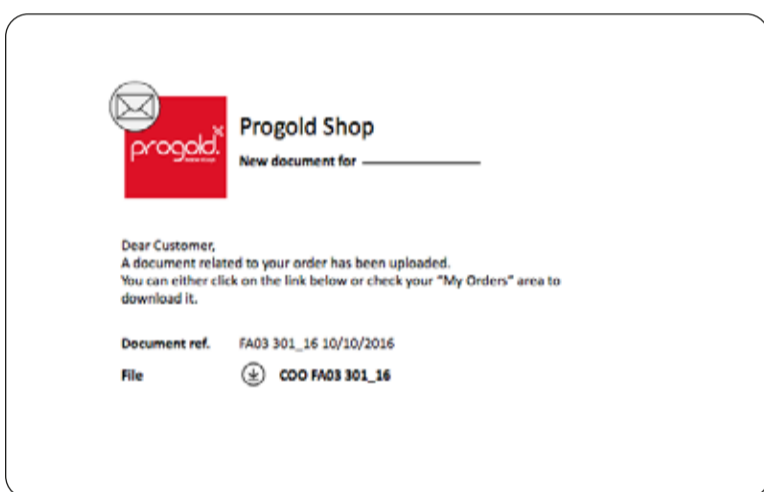
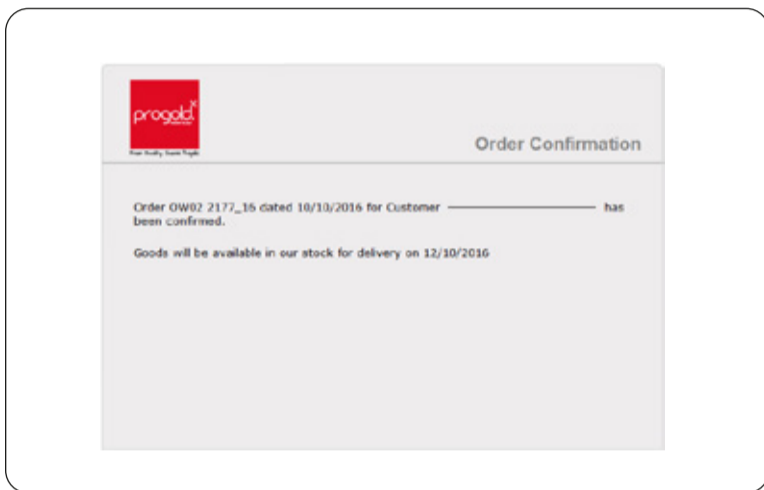
✓ Your order has been successfully placed!

HOW CAN I PLACE MY ORDER ON PROGOLD WEBSITE?

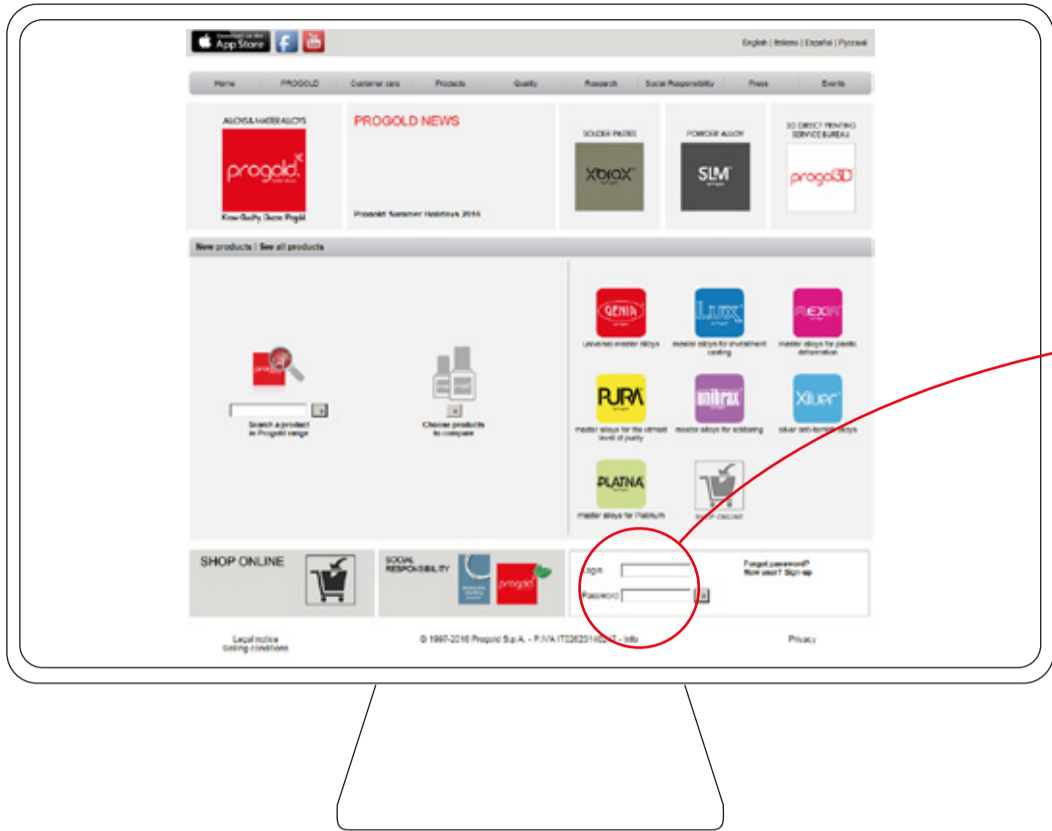


8. EMAIL NOTIFICATIONS

1. Once the procedure is complete, you'll receive a notification by email to confirm that the order has been successfully placed.
2. As the logistics dept. processes the order, you'll receive the confirmation with the delivery date.
3. You'll get a notification every time a new document (awb, proforma, invoice, customs bill, etc..) is uploaded to your reserved area.
4. Once the goods are packed, you'll get the packing list with all the info to organize the shipment, for all international deliveries.
5. For national and/or express courier shipments, you'll get a notification with the tracking number.



HOW CAN I DOWNLOAD MY DOCUMENTS FROM PROGOLD E-ORDER?



1. HOMEPAGE INSERT LOGIN AND PASSWORD



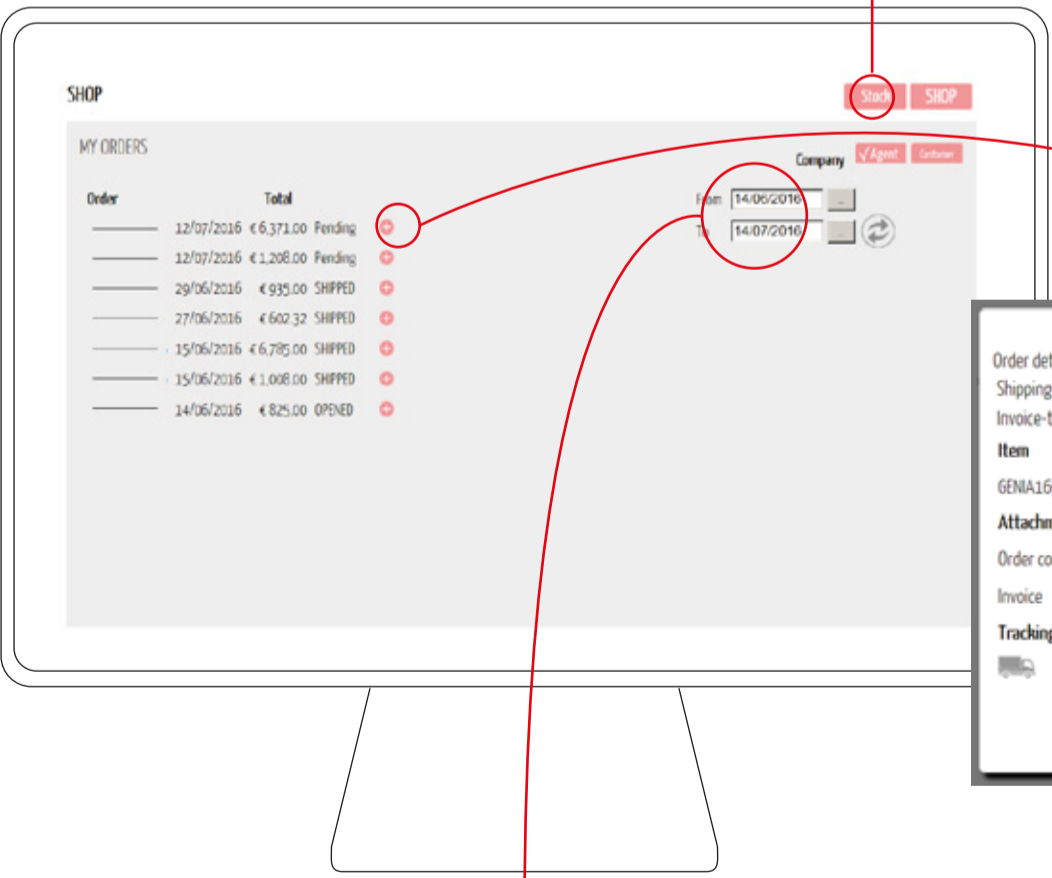
2. E-ORDER



My orders
LOOK AT YOUR DOCUMENTS:

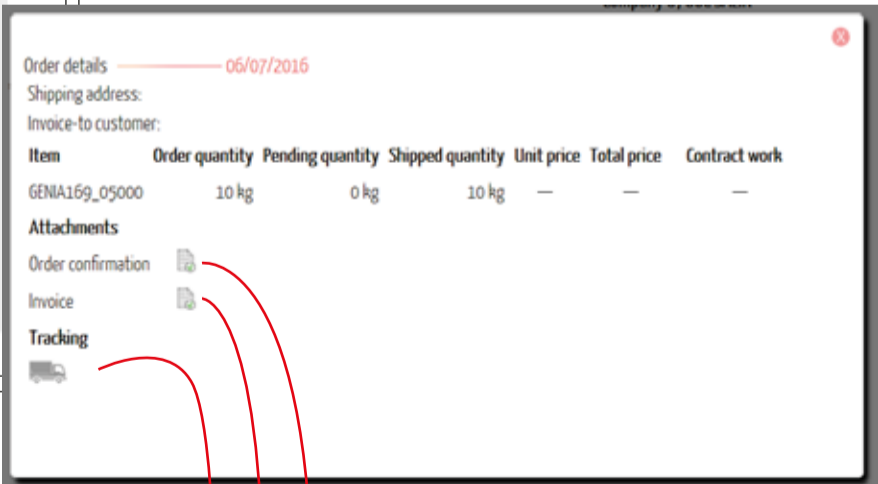
- Proforma
- Invoice
- Order confirmation
- Awb
- Tracking number
- Stock situation for work account

Stock
FIND OUT HOW MUCH METAL YOU HAVE IN STOCK



3. MY ORDERS

Click here



Your previous order?
CHANGE THE DATE!

Download here the documents you need!

YOU'LL FIND YOUR DOCUMENTS AS SOON AS YOU GET YOUR ORDER

