



NEW for 2022: Sales Center & Ordering Process

This year we are offering a new online sales center where you will submit your orders and be able to access sales documents and logos.

In the past we offered an FTP program, but due to the way internet browsers are changing it isn't as simple as it used to be. We have now incorporated this into our website.

To access the Sales Center, you will need to set up an account on our website. Once you set it up or if you already have an account, email customerservice@wavearmor.com to let us know your user id and we can set you up to see the Sales Center. Once you have confirmation we have connected your login to the Sales Center, follow these instructions:

1. Login to our website and click on Sales Center in the left-hand menu

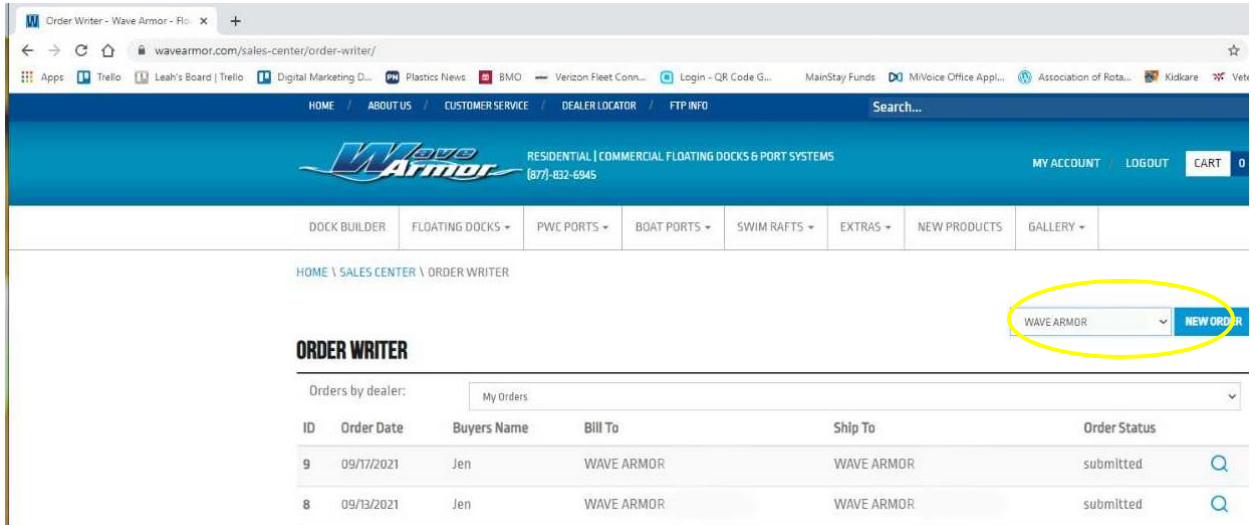
The screenshot shows the Wave Armor website's navigation bar with links for HOME, ABOUT US, CUSTOMER SERVICE, DEALER LOCATOR, and FTP INFO. A search bar is present on the right. Below the navigation bar is a menu with categories: DOCK BUILDER, FLOATING DOCKS, PWC PORTS, BOAT PORTS, SWIM RAFTS, EXTRAS, NEW PRODUCTS, and GALLERY. The main content area is titled 'MY ACCOUNT' and includes a greeting: 'Hello kejaszkowiak (not kejaszkowiak? Log out)'. Below the greeting is a list of account management options: Sales Center (highlighted in yellow), Dashboard, Orders, Addresses, and Account details.

2. Click on **Order Writer** to start a new order.

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3. Select your account from the drop down menu and click New Order



4. **New Order** – make sure the Bill to and Ship to information is correct. If you want a different ship to address, you can edit the fields. If your bill to information is wrong, please contact us at ar@rhinomade.com to get it updated.

The required fields are marked with a red * for you to complete.

If you edit the Ship To address, it will automatically save for you to have next time.

In the Truck Routing, choose how you want shipping to be planned.

- **Customer Routed** – This means you will make arrangements to have the product picked up – either with your own truck or a trucking service you work with
- **Prepay & Add**- This means Wave Armor will make the arrangements for you and shipping costs will be added to your invoice
- **Customer Shipping Default**

For your stocking orders, please select “Stocking Order “ under payment terms. This will auto default the shipping date to February 1, 2022 , however we will begin shipping all stocking orders immediately.

There are pictures next to each item, click on them to make them bigger for better visibility on your mobile device.

Scroll down and increase quantities for each item you would like to order.



At the bottom there will be a summary of the product you are ordering and your invoice total. In the drop down box you can choose to Process Order or Save as Draft. Once you click Submit, your order will be sent to the Customer Service team.

You can review any order placed within your Sales Center and you have the option to Print, Download or Request to Cancel the Order.

Order Writer - Wave Armor - Firefox

wavearmor.com/sales-center/order-writer/

HOME / ABOUT US / CUSTOMER SERVICE / DEALER LOCATOR / FTP INFO Search...

RESIDENTIAL | COMMERCIAL FLOATING DOCKS & PORT SYSTEMS (877)-832-6945 MY ACCOUNT LOGOUT CART 0

DOCK BUILDER FLOATING DOCKS PWC PORTS BOAT PORTS SWIM RAFTS EXTRAS NEW PRODUCTS GALLERY

HOME \ SALES CENTER \ ORDER WRITER

WAVE ARMOR NEW ORDER

ORDER WRITER

Orders by dealer: My Orders

ID	Order Date	Buyers Name	Bill To	Ship To	Order Status
9	09/17/2021	Jen	WAVE ARMOR	WAVE ARMOR	submitted
8	09/13/2021	Jen	WAVE ARMOR	WAVE ARMOR	submitted

We look forward to seeing your (electronic) order!