


Begin by going to your Shopping Cart by clicking the button in the top right corner of the screen.

The screenshot displays the Parts One website interface. At the top, there is a navigation bar with the text "ADMINISTRATION" centered. Below this, a search bar is followed by menu items: "CATEGORIES", "BRANDS", "PRODUCTS", "REWARDS", and "HELP". On the right side of the navigation bar, there is a shopping cart icon with a red box around it and the text "(1)".

The main content area features the Parts One logo on the left, which includes the text "PARTS ONE ANTHONY | HILLPHOENIX OEM. Made Easy." Below the logo is a large promotional banner for "Shelves" with the tagline "One Stop. All Makes." and the text "Simplify multi-brand requirements with our Universal Shelf offerings." A "Learn More >" button is positioned at the bottom of this banner.

Overlaid on the right side of the page is a shopping cart summary. It states "THERE ARE 1 ITEM(S) IN YOUR CART." and lists the following item:

	PVC VENTED KICKPLATE - STORM GREY - 120.25" Quantity: 1	\$115.20
SUB-TOTAL		\$115.20

A "GO TO CART" button is located at the bottom of the cart overlay. The background of the website features a dark blue color scheme with a close-up image of a welding torch at the bottom right.

In your Shopping Cart you can review and edit your order by increasing the Quantity of an item or by Removing or selecting Save for Later. Be sure to click Update Shopping Cart to implement any of these changes.

ADMINISTRATION


PARTS ONE  
10000 BAYVIEW BLVD  
DEERFIELD BEACH, FL 33442

Search...

CATEGORIES BRANDS PRODUCTS REWARDS HELP

ADMINISTRATION

## SHOPPING CART


SAVE FOR LATER	REMOVE	SKU	IMAGE	PRODUCT(S)	PRICE	QTY.	TOTAL
<input type="checkbox"/>	<input type="checkbox"/>	P040113C		PVC VENTED KICKPLATE - STORM GREY - 120.25"	\$115.20	1	\$115.20

**PLEASE NOTE: SHIPPING CHARGE IS AN ESTIMATE. YOU WILL BE CONTACTED SHORTLY WITH A FULL SHIPPING QUOTE. THANK YOU.**

**SUB-TOTAL:** \$115.20  
**SHIPPING:** CALCULATED DURING CHECKOUT  
**TAX:** \$5.76

# Parts One Store Guide: Placing an Order with a PO#

To continue to the Checkout please read our Terms of Service and select the checkbox signifying that you have read and agreed with them.

<input type="checkbox"/>	<input type="checkbox"/>	P040113C		PVC VENTED KICKPLATE - STORM GREY - 120.25"	\$115.20	1	\$115.20
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[UPDATE SHOPPING CART](#) [EMPTY CART](#) [CONTINUE SHOPPING](#)

**PLEASE NOTE: SHIPPING CHARGE IS AN ESTIMATE. YOU WILL BE CONTACTED SHORTLY WITH A FULL SHIPPING QUOTE. THANK YOU.**

**PURCHASE ORDER : PLEASE UPLOAD PO ATTACHMENT**

[UPLOAD A FILE](#)

**SUB-TOTAL:** \$115.20  
**SHIPPING:** CALCULATED DURING CHECKOUT  
**TAX:** \$5.76  
**TOTAL:** CALCULATED DURING CHECKOUT


I agree with the terms of service and I adhere to them unconditionally (read)

[ESTIMATE SHIPPING](#)  
Enter your destination to get a shipping estimate

[CHECKOUT](#)

# Parts One Store Guide: Placing an Order with a PO#

Click **Checkout**

<input type="checkbox"/>	<input type="checkbox"/>	P040113C		PVC VENTED KICKPLATE - STORM GREY - 120.25"	\$115.20	1	\$115.20
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[UPDATE SHOPPING CART](#) [EMPTY CART](#) [CONTINUE SHOPPING](#)

**PLEASE NOTE: SHIPPING CHARGE IS AN ESTIMATE. YOU WILL BE CONTACTED SHORTLY WITH A FULL SHIPPING QUOTE. THANK YOU.**

**PURCHASE ORDER : PLEASE UPLOAD PO ATTACHMENT**

[UPLOAD A FILE](#)

**ESTIMATE SHIPPING**  
Enter your destination to get a shipping estimate

SUB-TOTAL: \$115.20  
SHIPPING: CALCULATED DURING CHECKOUT  
TAX: \$5.76  
TOTAL: CALCULATED DURING CHECKOUT

I agree with the terms of service and I adhere to them unconditionally (read)

[CHECKOUT](#)

You can either ship to one or multiple addresses that you have attached to your account or you can ship your order to a new address.

The screenshot shows the checkout process on a website. At the top, there is a navigation bar with the logo and links for CATEGORIES, BRANDS, PRODUCTS, REWARDS, and HELP. The main heading is "CHECKOUT". Below this, the first step is "1. BILLING ADDRESS". A checkbox labeled "Ship to the same address" is checked. Below the checkbox, the text reads "SELECT A BILLING ADDRESS FROM YOUR ADDRESS BOOK OR ENTER A NEW ADDRESS." A dropdown menu shows the selected address: "Andrew Like, 1308 Battery Brooke Parkway 23237, United States". A blue "CONTINUE" button is highlighted with a red border. Below the billing address section, there are five more steps listed: "2. SHIPPING ADDRESS", "3. SHIPPING METHOD", "4. PAYMENT METHOD", and "5. PAYMENT INFORMATION".

Select your desired shipping method. An estimate will be calculated and an exact price will be provided when your PO is processed by our Sales Team.

The screenshot displays a checkout process with six steps: 2. SHIPPING ADDRESS, 3. SHIPPING METHOD, 4. PAYMENT METHOD, 5. PAYMENT INFORMATION, and 6. CONFIRM ORDER. Step 3 is active, showing five radio button options: GROUND, 2ND DAY AIR, NEXT DAY AIR (selected), CUSTOMER PICK UP, and 3RD PARTY. Below the options are 'BACK' and 'CONTINUE' buttons. The 'CONTINUE' button is highlighted with a red border. A blue progress bar at the bottom indicates the current step.

2. SHIPPING ADDRESS

3. SHIPPING METHOD

GROUND

2ND DAY AIR

NEXT DAY AIR

CUSTOMER PICK UP

3RD PARTY

BACK CONTINUE

4. PAYMENT METHOD

5. PAYMENT INFORMATION


6. CONFIRM ORDER

In the Payment Information tab you will be asked to Enter a PO Number which will also assist you in tracking your order once processed.

4. PAYMENT METHOD

5. PAYMENT INFORMATION

PLEASE ENTER A PO# (YOUR PERSONAL TRACKING ID):


SKU	IMAGE	PRODUCT(S)	PRICE	QTY.	TOTAL
P040113C		PVC VENTED KICKPLATE - STORM GREY - 120.25"	\$115.20	1	\$115.20

**TOTAL**

SUB-TOTAL: \$115.20  
SHIPPING: (NEXT DAY AIR) \$83.98  
TAX: \$5.76

# Parts One Store Guide: Placing an Order with a PO#

Click confirm to submit your order to our Sales Team who will contact you to work out the details. You will not be charged for anything unless notified.

P040113C		PVC VENTED KICKPLATE - STORM GREY - 120.25"	\$115.20	1	\$115.20
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<b>TOTAL</b>	SUB-TOTAL:	\$115.20
	SHIPPING: (NEXT DAY AIR)	\$83.98
	TAX:	\$5.76
	<b>TOTAL:</b>	<b>\$204.94</b>

[BACK](#) [CONTINUE](#)

6. CONFIRM ORDER

[DEALERS LOCATION](#)



# Parts One Store Guide: Placing an Order with a PO#

Your Order Details contain your PO Number. You can reference your past orders at anytime on your Account page (signified by the Person icon in the top right of the screen).

The screenshot displays the Parts One website interface. At the top, there is a navigation bar with the 'PARTS ONE' logo on the left, a search bar in the center, and navigation links for 'ADMINISTRATION', 'CATEGORIES', 'BRANDS', 'PRODUCTS', 'REWARDS', and 'HELP' on the right. A shopping cart icon with '(0)' items is also visible. The main content area features a large 'THANK YOU' message. Below this, a white box contains the text 'YOUR ORDER HAS BEEN SUCCESSFULLY PROCESSED!' followed by 'Order number: 28'. A red rectangular box highlights a link that says 'Click here for order details.'. At the bottom of this white box is a blue 'CONTINUE' button. Below the white box, there is a dashed horizontal line and a blue button labeled 'DEALERS LOCATION' with a dropdown arrow.

# Parts One Store Guide: Placing an Order with a PO#

ADMINISTRATION

**PARTS ONE**  
AUT. SUP. PARTS & TYRES  
24HR HIRE & RENT

Search...

CATEGORIES BRANDS PRODUCTS REWARDS HELP

Shopping Cart (0)

## ORDER INFORMATION

PRINT PDF INVOICE

**ORDER #28**  
Order Date: Friday, January 11, 2019  
Order Status: Pending  
Order Total: \$204.94

BILLING ADDRESS	SHIPPING ADDRESS
Andrew Like Email: c-alike@doverfoodretail.com Phone: Fax: Dover Food Retail	Andrew Like Email: c-alike@doverfoodretail.com Phone: Fax: Dover Food Retail