



Your Store's Settings – Setting up your Store. (In your Vendor Dashboard)

1. You need to ensure you give your shop a name. You can change your default name by going to settings > Store Name

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Settings

Store Payment Branding Shipping Social Policies SEO

Store name required

The Family Network Store

Your shop name is public and must be unique.

2. Let customers know about your company remember people buy from people.

Store description

Seller info

3. If you have a website that you wish to also drive traffic to from our market place then please include this in store website. Ensure to fill out the rest of the information of where you are located.

Store website / Blog URL

Your company / Blog URL

Store phone

This is your store contact number

Store country

Store address

City / Town

State / County

Postcode / Zip



4. Going on Holiday? Don't ship on weekends? Need to let your customers know something?

You can enable opening hours, so your customers know when you're closed and not to expect a reply. If you're going away, you can put your shop in vacation mode so no orders can be placed during your time away from your business. A store notice will appear at the top of your shop if this is enabled, great if you have a promotion running!

Enable opening hours

Enable vacation mode

Enable store notice

5. **PAYMENT** – the most important part as you need to be paid. We take NO commission from sales but remember PayPal take their own fee's this changes from time to time so please ensure you check these.

Under payment – ensure you add your PayPal email address.

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PayPal address

yourpaypaladdress@goeshere.com

Your PayPal address is used to send you your commission.



6. Shipping – If you wish to have a fixed shipping price no matter what products are order and no matter what quantity this is where you would set it up. Please note this over rides all Individual pricing for shipping that you have set up under product settings.

Shipping type

Flat Rate

Default national shipping fee

3.50

The default shipping fee within your country, this can be overridden on a per product basis.

7. Policies – Please copy and paste your privacy policy, terms and conditions, shipping policy and returns policy here for your customers to see.

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Privacy policy

Terms and conditions
