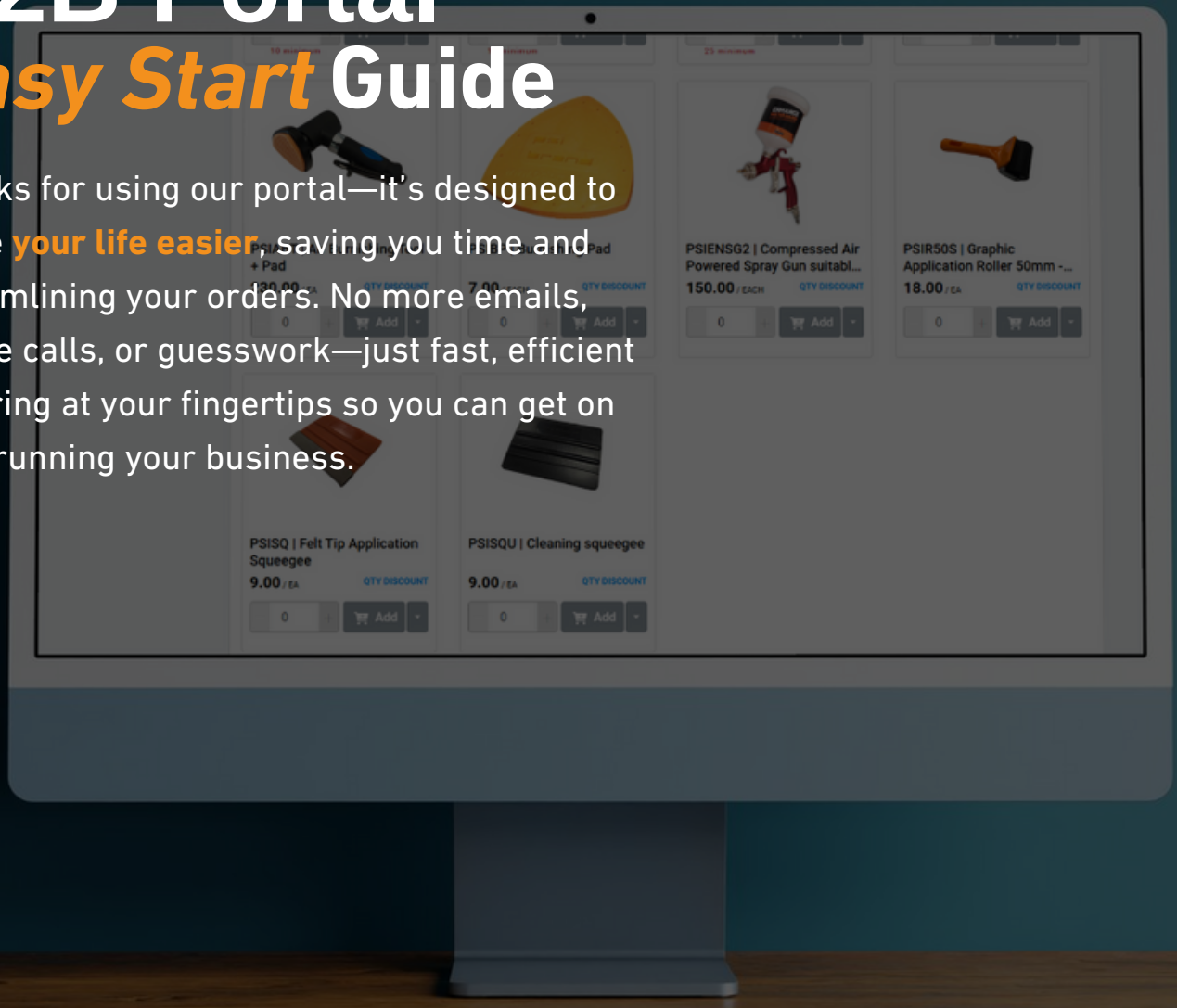




B2B Portal

Easy Start Guide

Thanks for using our portal—it's designed to make **your life easier**, saving you time and streamlining your orders. No more emails, phone calls, or guesswork—just fast, efficient ordering at your fingertips so you can get on with running your business.



Making ordering easy as

Navigating our B2B portal is as easy as —quick and hassle-free. With just a few clicks, you can place orders, see your order history and access account details, ensuring your business runs smoothly without the back-and-forth.

EASY

Start Guide

Mastering our B2B portal is as simple as 1, 2, 3... well, 4!
From logging in to tracking your order, every step is designed to make ordering faster, easier, and more efficient. Here's how you can take full control in just four simple steps.

1 LOGIN & GET STARTED

You'll receive an email with a link to set up your account. Once completed, we'll provide your login details. Your first login takes you directly to the B2B portal—bookmark the page for easy access. Visit directly or through www.psibrand.com under Shop/Portal.

3 FINALISING YOUR ORDER

Click Order Now and choose your payment method:

- "Order Now" – Invoice sent per your agreement.
- "Order and Pay" – Secure online payment.

Freight is calculated after ordering. If paying upfront, a separate freight invoice will be sent.

2 PLACING AN ORDER

Click Products and use the "My Branding" filter to view your pre-loaded products. Adjust quantities and Add to Cart. At checkout, select your shipping address, enter your Purchase Order Number (PO#), and set a dispatch date (minimum 15 working days out). Add any order notes, then confirm your order.

4 FREIGHT + ORDER CONFIRMATION

We'll confirm your order, estimated delivery time (ETD), and any updates.

Freight costs will be provided post-order.

Need help? We're here to help so please contact customer support at anytime.



**AFTER A VIDEO WALK-THROUGH
ON HOW TO GET STARTED?**

CLICK HERE

