



ON-BOARDING CHECKLIST

REGISTER TO SELL (APPROX 3 MIN)

- 1 ☐ Receive Approval

UPDATE STORE SETTINGS

- 2 ☐ Storefront (approx 2-5 min)
- 3 ☐ Policies (approx 5 Min)
- 4 ☐ Billing (Approx 2-10 min)
- 5 ☐ Shipping (approx 5-10 MIN)

STORE MANAGER/ADD A PRODUCT (APPROX 5 MIN EA)

ADD NEW PRODUCT

- 1 ☐ Title
 - 2 ☐ Short Description
 - 3 ☐ Photo
 - 4 ☐ Price
 - 5 ☐ Category
 - 6 ☐ Attribute: City
 - ☐ Inventory (if needed)
 - ☐ Update Sales Tax (if not taxable)
- ☐ SAVE AS A DRAFT
- ☐ REVIEW PRODUCT
- ☐ SUBMIT FOR APPROVAL

Go from registering to setting up your store then adding first 5 products in under an hour!