Review Your Profile Page 1 of 2

Review Your Profile

This Review section is a summary of your company's **Profile** for your Navigator Platform application.

A company's '**Profile**' is made up of the following details.

CONTACT INFO

- Catalog Navigator Contact
- Customer Service Contact

PAYMENT

- Minimum Order Amount
- Payment Providers (with details)

SHIPPING

- General Settings
 - Default Shipper and Ship From Location
 - Exclude specific U.S. States or Canadian Provinces from Shipping Rate
 - Total Order Free Shipping
 - Handling Charges
 - Additional Shipping markup
- Select Shipper
 - Configure Shipper
 - UPS
 - USPS
 - Fed ex
 - ABF Freight
 - YRC Freight
 - Custom

TAX

- Sales Tax
 - Shipping and Handling details
 - Chose States in which you collect sales tax
 - Point of Origin (used only in certain situations)
 - Point of Order Acceptance (used only in certain situations)
 - Point of Title Passage (used only in certain situations)

ATTACH

Chose whether to allow Order / RFQ File Attachments

NOTIFICATIONS

- Specify email addresses for Order / RFQ Notifications
- Set-up Customer Emails
 - Automatic BCC
 - Reminder for RFQs Awaiting Customer Response
 - RFQ Notification Email to Buyer
 - Order Notification Email to Buyer
 - Shipping Confirmation email to Buyer

Review Your Profile Page 2 of 2



• Enter your company's Terms and Conditions which must be in place in order for the e-commerce application to function properly.

You can edit any section of Your Profile at any time. Changes to Your Profile take effect immediately upon clicking the Save Profile button. There is no need to do a full "Publish".

Use the links at the top of the page to navigate between sections. When you complete your profile, click Save Profile