



HOW TO ORDER ASTHMA PRODUCTS ONLINE

**Asthma
+ Respiratory**
FOUNDATION NZ

[printing.com®

ORDERING PRODUCTS FROM ASTHMA FOUNDATION

All of the products available for order are in [Catalogue](#)

Use the [Filter](#) or [Category](#) links to find the items you are looking for.



Click on the image of the item you want to order.

A minimum & maximum quantity has been set by Asthma and the price is automatically calculated.

Click [Add to Basket](#)



Click [Checkout](#)



Click [Continue Checkout](#)



CLICK
HERE

DELIVERY

The next step is to set up the delivery address.

If it is your first visit to the site, you will need to load an address in.

To do this, [Click New](#).

Confirm Delivery Address

✓ Address Assign Items Despatch Place Order Complete

Delivery Address ☐ Same as Customer Address

CLICK HERE

Change Edit New

Customer Address

The Asthma Foundation New Zealand
Teresa Demetriou
Foundation of New Zealand
POBox 1459
Wellington
Wellington
6140
*New Zealand

Continue Checkout

Fill in the address fields as seen below. Then [Click Save](#).

Name: Testing

Contact: Jane Smith

Address: 3 Business Street

Town: Wellington

County: Wellington

Postcode:

Country: *New Zealand

Telephone:

Default: ☐ Set As My Default Destination

Save Cancel

IMPORTANT!

YOU MUST FILL IN THE

REGION FIELD

DO NOT LEAVE IT BLANK

OR YOUR ORDER WILL

NOT PROGRESS.

Click [Continue Checkout](#)

Confirm Delivery Address

✓ Address Assign Items Despatch Place Order Complete

Delivery Address ☐ Same as Customer Address

CLICK HERE

Change Edit New

Customer Address

The Asthma Foundation New Zealand
Teresa Demetriou
Foundation of New Zealand
POBox 1459
Wellington
Wellington
6140
*New Zealand

Continue Checkout

FINALISING YOUR ORDER

On the Despatch page:

Click [Continue Checkout](#)

The Despatch page shows a progress bar with steps: Address, Assign Items, Despatch, Place Order, and Complete. The Despatch step is active. Below the progress bar, there is a checkbox for "Check this box if you need the items by a specific date". The main content area is divided into two columns. The left column contains a table with headers: Delivery Address #1, Delivery Options, Delivery Date, and Price. The table has one row with the following data: Delivery Address #1: Jane Smith, 3 Business Street, Wellington, *New Zealand; Delivery Options: Pick and Pack Shipping; Delivery Date: 12 February 2014; Price: \$7.97. Below the table, there is a field for Weight: 0.83kg and a text area for Delivery Instructions. The right column contains an Order Summary box with the following data: Items: \$14.00, Delivery #1: \$7.97, Total: \$21.97. At the bottom of the page, there is a "Show Items" button.

Delivery Address #1	Delivery Options	Delivery Date	Price
Jane Smith 3 Business Street Wellington *New Zealand	Pick and Pack Shipping	12 February 2014	\$7.97

Weight: 0.83kg

Delivery Instructions:

Order Summary

Items	\$14.00
Delivery #1	\$7.97
Total	\$21.97

Continuing Checkout

Show Items

The Place Order page shows a progress bar with steps: Address, Assign Items, Despatch, Place Order, and Complete. The Place Order step is active. Below the progress bar, there are two boxes: Invoice To and Deliver To. The Invoice To box contains the following data: The Asthma Foundation New Zealand, Teresa Demetriou, Foundation of New Zealand, POBox 1459, Wellington, 6140, *New Zealand. The Deliver To box contains the following data: Jane Smith, 3 Business Street, Wellington, *New Zealand. Below these boxes, there is a "Show Items" button. The main content area is divided into two columns. The left column contains a Summary box with the following data: Items: \$14.00, Goods: \$14.00, Delivery #1 - Pick and Pack Shipping - Wednesday, 12 February 2014: \$7.97. Below the Summary box, there is a section for promotional codes with a text area for "Enter Promotional Code" and an "Apply" button. The right column contains a section for terms and conditions with a checkbox for "I Agree to the Terms and Conditions" and a "Place Order" button. Below the "Place Order" button, there is a "Payment Express" logo and the text "Alternatively, pay using" and "Brought to you by DPS". At the bottom of the page, there is a "Privacy Policy" link.

Place Order

Invoice To

The Asthma Foundation New Zealand
Teresa Demetriou
Foundation of New Zealand
POBox 1459
Wellington
6140
*New Zealand

Deliver To

Jane Smith
3 Business Street
Wellington
*New Zealand

Show Items

Summary

Items	\$14.00
Goods	\$14.00
Delivery #1 - Pick and Pack Shipping - Wednesday, 12 February 2014	\$7.97

Do you have a promotional code?

Enter Promotional Code

Apply

Total

\$21.97

I Agree to the Terms and Conditions

Place Order

Alternatively, pay using

paymentexpress

Brought to you by DPS

Privacy Policy

Tick check box "I agree to the Terms and Conditions"

Enter a [Purchase Order or Job Reference](#) (like your name)

Click [Place Order](#) (this will show up if you have a charge account with printing.com)

Click [Payment Express](#) to pay for your order via Online Bank Transfer or Credit Card. Follow Prompts to complete payment.

If you want to **pay on invoice rather than credit card or bank transfer** please contact Asthma & Respiratory Foundation on 04 495 0098. They will provide instructions on how to be set up as an account customer with printing.com

Your order will only have been placed properly if you are given an Order Number. If you do not get one, check your "Basket" to make sure the items are not still sitting there.