## INSTRUCTIONS

This form is to help FLEXISS customers gather all the necessary information we will require to setup an Ecwid e-commerce website.  Once you have gathered the details here, you will be able to go to www.flexiss.net/contact/e-commerce-details and fill out the form to submit these details to us.  There are a few things that we will contact you about later in the process.  **Thank you!**

## STORE INFORMATION

Store name:

Store email address:

Telephone number:

Address:

☐ Do you have an invoice logo?

## SHIPPING INFORMATION

| ☐ USPS (Postal Service) | ☐ FedEx |
|---|---|
| ☐ UPS | ☐ User Defined |

If you selected User Defined Shipping, please have a description ready to provide us details of how you would like to ship your products.  We will discuss these details with you to make sure they are feasible.  For other shipping methods we will contact you for more information.

## SALES TAX INFORMATION

| ☐ Charge Sales tax? | State Tax Rate: |
|---|---|
| Other: | City Tax Rate: |

## PAYMENT INFORMATION

| ☐ Authorize.net | We will contact you for more details |
|---|---|
| ☐ PayPal (Website Payments Standard) | We will contact you for more details |
| ☐ PayPal (Express Checkout - simplest method) | PayPal Email Address: |
| ☐ Purchase Order | |
| ☐ Offline (Credit card is on file or seller will call for payment, etc) | |

## CUSTOMER SERVICE INFORMATION

☐ Do you have warranty and returns information prepared?