



VBH24 Customer Portal

Checking Out – One Time Purchase or Subscription

The easier way to order your hardware and manage your account with VBH

- Manage your ordering and Users
- Place orders
- Check prices
- Check stock
- Improved product search
- Set up Order Templates for quick ordering
- CSV upload option for quick bulk orders
- Order using our Product Configurator (bi-folds, tilt and turns etc)
- Set up Approvals processes
- Set up Cost Centres
- Set up automatic 'Subscription' orders (coming soon)
- Compare items
- View Order History and re-order from there
- View & download images, drawings, guarantee info, certification by item
- View & download invoices and delivery notes
- View catalogues and literature

As you amend your order in the Checkout (selecting delivery options, tweaking item quantities etc) the panel on the right of the checkout box will update automatically, so you will know exactly how much you will be spending with VBH on this order.

Order Summary

Subtotal	£ 616.84
Shipping	£ 0.00
Total Value (excl. VAT)	£ 616.84
VAT	£ 117.46
Total Value (incl. VAT)	£ 734.30

One-time purchase
 Subscription





Checkout

Once you have been through the checkout process and are happy with your order, click ‘Send Order’. You will receive an acknowledgement by return to confirm that your order is on its way to us.

Note – if you have an Approvals process in place and your order exceeds any of your limits, it will be sent to your internal Approvers at this point. You can find out more about Approvals elsewhere in the User Guide.

Checking Out – Price & Availability Notice

However you place your orders, you will see a summary of what you have ordered in your shopping cart before you check out. This will confirm the VBH Item Code (and Manufacturer Code where applicable), description and price, and a confirmation of the stock assigned to your order.

	Qty.		Price	Total
D/GEAR VHH NT 310-450 Manufacturer-Art.-NR.: 259717 Product ID: 5RNT0051 Pack Size: 10 EACH	<input type="text" value="200"/>	EAC H	£ 5.43	£ 1,086.00
In Stock 23 Back Order 177				
 				
ALPHA 10SP INLINE LKG WHT ESPAG HNDL Manufacturer-Art.-NR.: Product ID: 2QEH0001A Pack Size: 25 EACH	<input type="text" value="100"/>	EAC H	£ 3.59	£ 359.00
In Stock				
 				

Note! The stock figure indicates the stock situation at the time you added the items to your basket. It is usually accurate as, in normal circumstances, our stocks are deep. However, it is subject to change as other orders are processed, or stock is booked in. The 100% accurate stock situation will be confirmed when the order has been processed through to our warehouse. You will be notified of any shortages.

We hope that you find the VBH24 Customer Portal to be a useful tool but we understand that nothing is always plain sailing.



These notes should cover most things but if you have an issue or don't understand something, contact us and we'll get you up and running in no time
Email: marketing@vbhgb.com (ideally with a screenshot showing your issue)

Remember: You will be unable to access the VBH24 Portal if your account is on hold for payment or is outside its credit limit. This is usually the reason why people have trouble logging on, so give those a check if you are having trouble.

**Thank you for using the VBH24 Customer Portal.
It's more than just a webshop**

