

schweigen

simply *silent*

USER GUIDE

SCHWEIGEN PRO FORMA PORTAL

Version 7.1

Latest version is always available for download [here](#)

Date	Version	Document Changes
17/12/2019	1.0	Added Account Management
18/12/2019	2.0	Added Product Search, Order Management & Tracking
10/01/2020	3.0	Added Admin Modules
12/02/2020	3.1	Added Salesperson Management
26/05/2020	3.2	Added Quote Creation
01/06/2020	4.0	Version for Distribution (June 2020)
25/05/2021	4.1	Updated Freight & Delivery Charges
27/05/2021	5.0	Updated Customer Details & Sales Documentation
01/06/2021	5.1	Version for Distribution (July 2021)
08/11/2021	6.0	Added Brand Toggle & Mixed Cart Flow
11/12/2022	6.1	Version for Distribution (Schweigen X)
15/05/2023	6.2	Added Filter Option Menu (Schweigen X)
17/11/2023	6.3	Added Payment in Store Option
03/01/2024	6.4	Updated Quote & Checkout Functionalities
06/06/2024	6.5	Updated the Making of Balance Payments
08/09/2025	7.0	Added Brand Toggle, Mixed Cart Flow & Schweigen Referral Sale
12/07/2026	7.1	Added Mandatory Freight Selection

Table of Contents

1	Introduction	3
2	Logging In	4
3	Account Management.....	5
3.1	.. Account Overview	5
3.2	.. Edit Account.....	6
3.3	.. Change User Details.....	6
3.4	.. Change Password.....	6
3.5	.. Manage Logins	7
3.6	.. Manage Addresses.....	8
3.7	.. Salespeople.....	8
3.8	.. Schweigen Referral Sale	9
4	Product Search	10
4.1	.. Search Bar	10
4.2	.. Brand Toggle	12
4.3	.. Side Nav.....	13
4.4	.. Request Info.....	14
4.5	.. Add to Favourites.....	15
5	Creating a Quote	16
5.1	.. Create Quote	16
5.2	.. View Quote.....	18
5.3	.. Print/Email Quote	18
6	Making a Purchase	20
6.1	.. Add to Cart	20
6.2	.. Quick Order.....	22
6.3	.. Check Out	23
6.4	.. Making Balance Payments.....	28
7	Tracking Orders.....	29
8	Logging Out	30

1 Introduction

Welcome to [Schweigen Pro Forma Portal](https://proforma.schweigen.com.au) (<https://proforma.schweigen.com.au>)

This ecommerce portal is designed for the exclusive use of our valued retailer partners and their staff, to purchase pro forma products from our catalogue/s, simply and securely.

Upon login, you will have access to all inventory, promo, pricing and payment terms available to your business.

All orders are completed in real-time and captured on our ERP system.

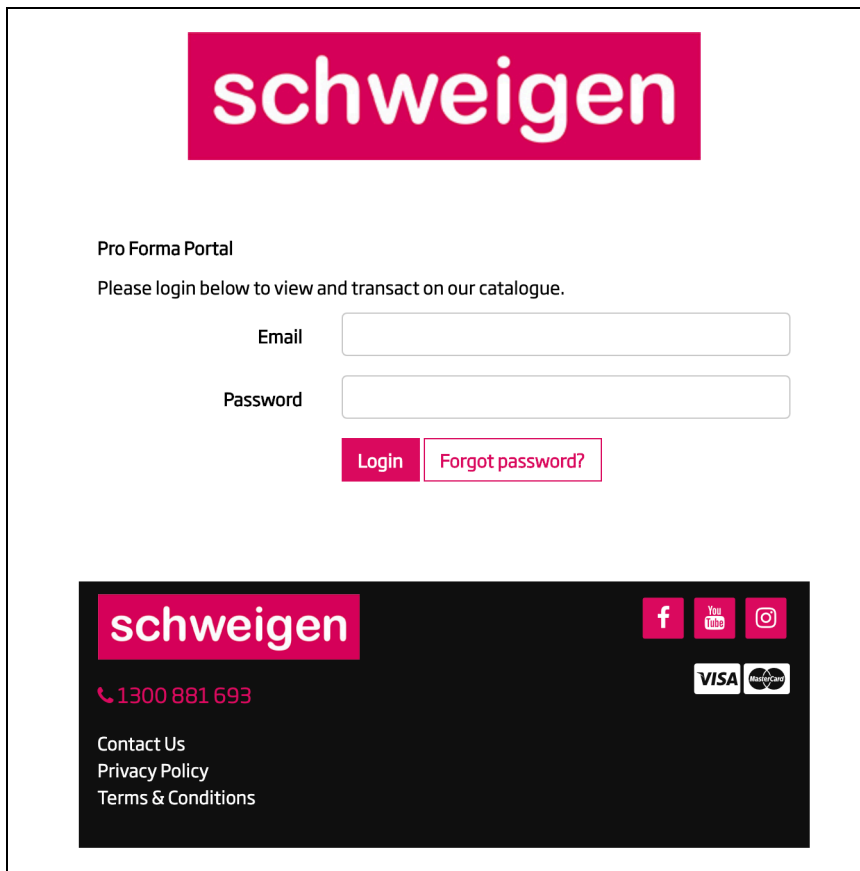
It is designed to be user-friendly, and only basic computer literacy is required for its use. However, please do not hesitate to write us at proforma@schweigen.com.au should you require any assistance.

2 Logging In

Please use your email address and the assigned password to [Login](#).

Click [Forgot Password](#) to get a new one emailed to you from proforma@schweigen.com.au.

Do check your spam or junk filter if this does not appear in your mailbox.

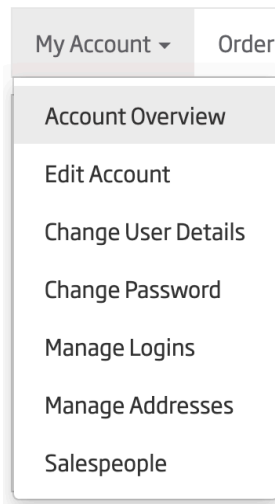


The image shows a screenshot of the Schweigen Pro Forma Portal login page. At the top, the 'schweigen' logo is displayed in white text on a red rectangular background. Below the logo, the text 'Pro Forma Portal' is followed by the instruction 'Please login below to view and transact on our catalogue.' There are two input fields: 'Email' and 'Password', each with a corresponding label to its left. Below the 'Password' field are two buttons: a red 'Login' button and a white 'Forgot password?' button with a red border. At the bottom of the page is a dark grey footer. On the left of the footer is the 'schweigen' logo in white on a red background, followed by the phone number '1300 881 693' with a red phone icon. Below the phone number are links for 'Contact Us', 'Privacy Policy', and 'Terms & Conditions'. On the right side of the footer are social media icons for Facebook, YouTube, and Instagram, and payment logos for VISA and Mastercard.

Contact proforma@schweigen.com.au should you still not be able to retrieve your account credentials.

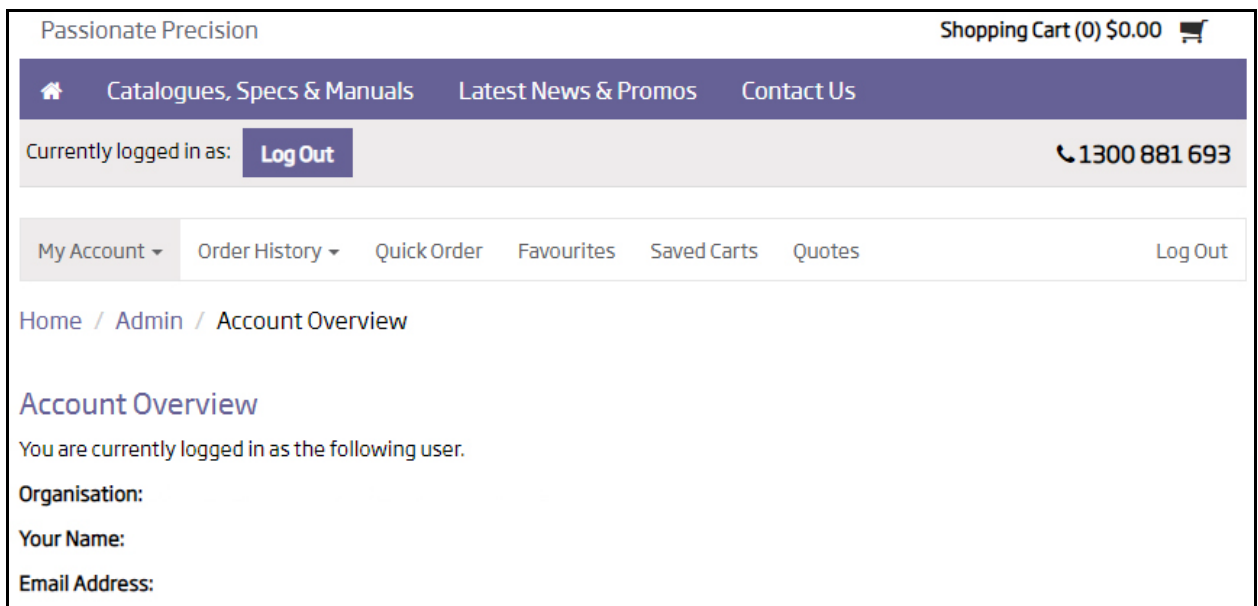
3 Account Management

This section deals with the administration of user accounts and company details on file and in use by the portal.



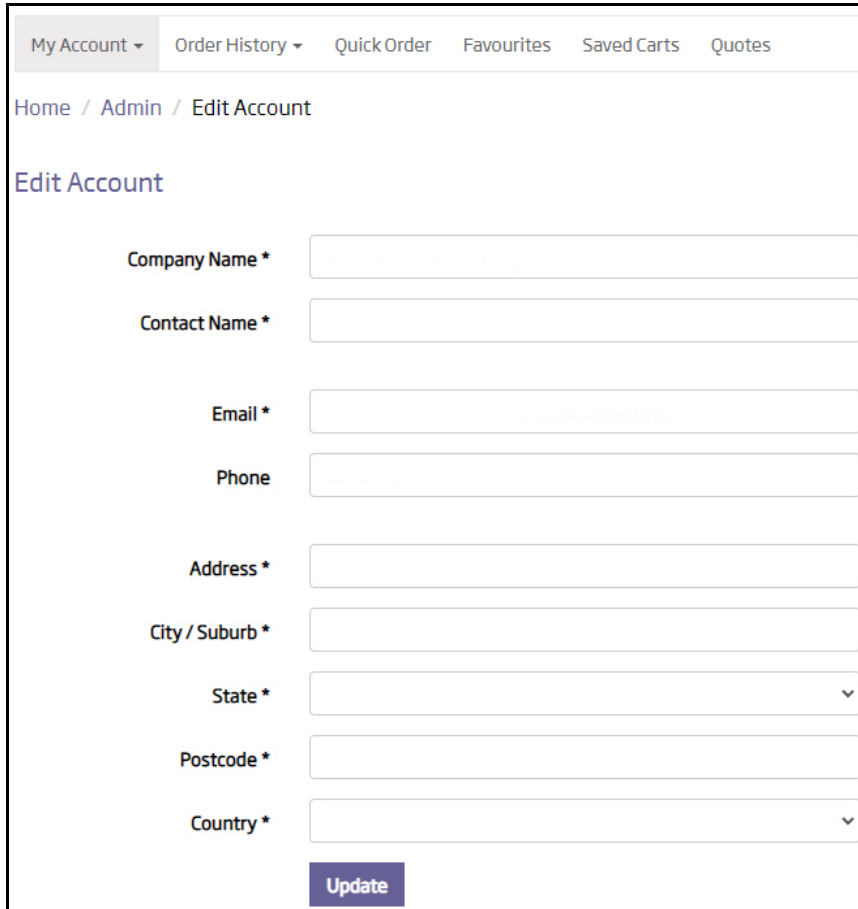
3.1 Account Overview

The [Account Overview](#) page identifies the Organisation, Name and Email Address you are logging in to, and transacting as.



3.2 Edit Account

[Edit Account](#) lets you amend the Company Details on file.



The screenshot shows a web application interface for editing account details. At the top, there is a navigation bar with links: 'My Account' (selected), 'Order History', 'Quick Order', 'Favourites', 'Saved Carts', and 'Quotes'. Below the navigation bar is a breadcrumb trail: 'Home / Admin / Edit Account'. The main heading is 'Edit Account'. The form contains the following fields:

- Company Name *
- Contact Name *
- Email * (with a placeholder text: 'no longer than 100 characters')
- Phone
- Address *
- City / Suburb *
- State * (dropdown menu)
- Postcode *
- Country * (dropdown menu)

At the bottom right of the form is a blue 'Update' button.

3.3 Change User Details

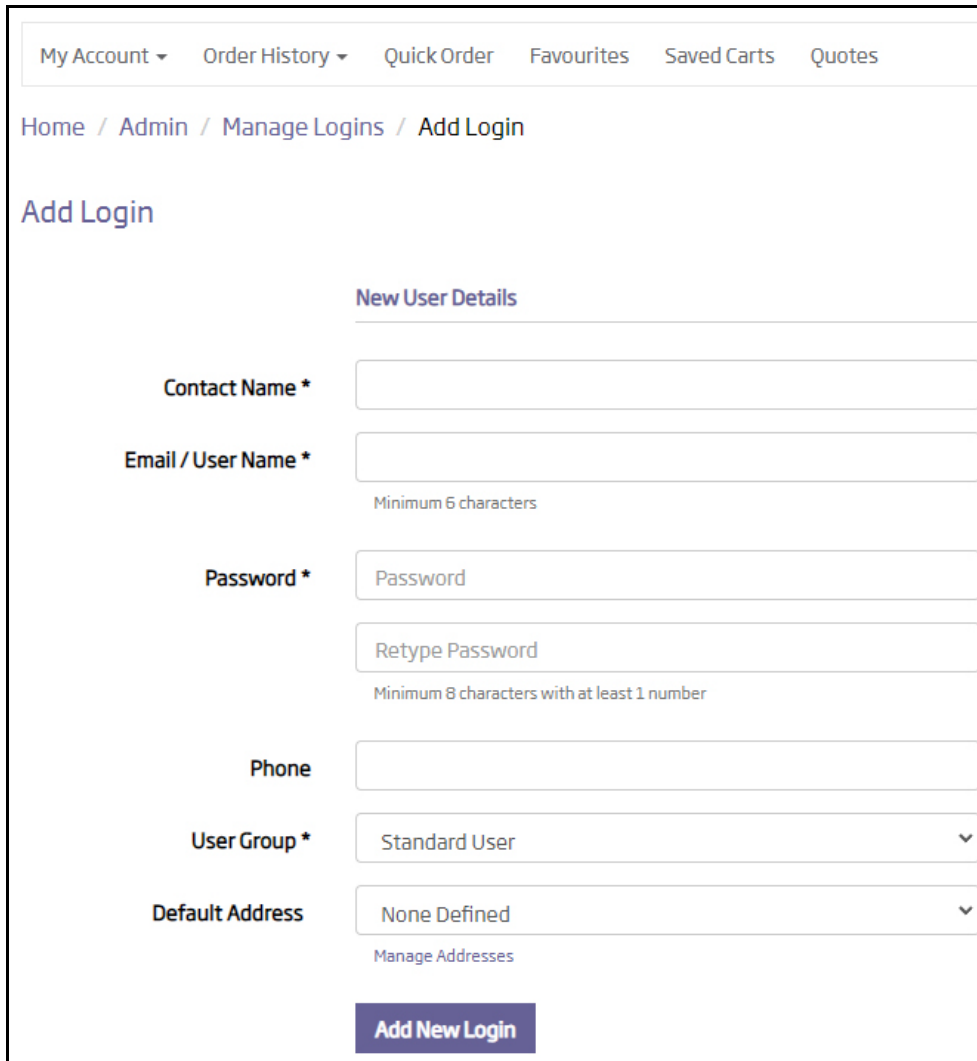
[Change User Details](#) lets you amend details for the account you are logging in with.

3.4 Change Password

[Change Password](#) lets you amend the Password for the account you are logging in with.

3.5 Manage Logins

[ADMIN FUNCTION] Admins can add/edit/delete accounts for all users that need access to transact on the portal on the store's behalf. To start, click [Manage Logins](#) and [Add New User](#). Supply user details as instructed on screen.



The screenshot shows the 'Add Login' form within an admin interface. At the top, there is a navigation bar with links: 'My Account', 'Order History', 'Quick Order', 'Favourites', 'Saved Carts', and 'Quotes'. Below this is a breadcrumb trail: 'Home / Admin / Manage Logins / Add Login'. The main heading is 'Add Login'. The form is titled 'New User Details' and contains the following fields:

- Contact Name ***: A text input field.
- Email / User Name ***: A text input field with a note 'Minimum 6 characters' below it.
- Password ***: A text input field with the placeholder 'Password'.
- Retype Password**: A text input field with the placeholder 'Retype Password' and a note 'Minimum 8 characters with at least 1 number' below it.
- Phone**: A text input field.
- User Group ***: A dropdown menu currently showing 'Standard User'.
- Default Address**: A dropdown menu currently showing 'None Defined' with a link 'Manage Addresses' below it.

At the bottom of the form is a blue button labeled 'Add New Login'.

In the User Group above, Admins can define if a new user is an Admin or Standard User. Only Admin Users have the authority to manage Logins and the [Salesperson](#) dropdown menu that appears during checkout.

When done, simply click [Add New Login](#) at the bottom of the form, and the new user may login immediately with his/her email address and password assigned by the Admin.

3.6 Manage Addresses

This lets you amend Addresses that have been saved for easy retrieval and use in the checkout process. This would typically include your store and/or warehouse's delivery address.

To add a commonly used Delivery Address for easy selection during the Checkout process, users may click [Add Delivery Address](#) and populate the necessary details. Click [Create Address](#) when done.

3.7 Salespeople

[ADMIN FUNCTION] Admins can create and manage Salespeople that appear on a dropdown menu for selection during the Checkout process.

At least ONE Salesperson needs to be created, before you can start ordering.

To add a Salesperson name for display and selection during the Checkout process, click [Salespeople](#) and populate the necessary details. Click [Add](#) when done.

Salespeople

Current Salespeople

Name	
Angela Witford	Delete
Ben Mckinnon	Delete
Bill Good	Delete

New Salesperson

Salesperson Name *

[Add](#)

3.8 Schweigen Referral Sale

A [Schweigen Referral Sale](#) has been added to the Salesperson dropdown list during checkout. This option is meant to be used by Schweigen Account Managers when putting in a pro forma referral sale on behalf of the store. Sales Correspondence for such orders will display “Schweigen Referral Sale” where the name of a Salesperson will typically appear

Please ensure the delivery address below is correct before proceeding with your order.

The contents of your cart should either contain items for store delivery OR home delivery.

Store Information

Salesperson *	Please Select
Purchase Order #	Jay Liddle
Store Name *	Kaylie Hyde
Store Email *	Marion Child
Store Phone *	Schweigen Referral Sale
	jackson.bourke@straightsell.com.au
	1300136456

Schweigen will facilitate customer payment for such orders through the portal via credit card or bank transfer. You will receive related Sales Correspondence via email. and any applicable rebates/commissions will be credited to your store at the end of each month.

Account Managers putting in a Referral Sale order may also credit the name of any Salesperson from the store who put the customers through to them. The name of the Salesperson may be entered into the box titled <Delivery Date & Instructions> during Checkout, along with any other details or instructions.

Delivery Date & Instructions	Delivery typically takes 7-10 business days from the time full payment is received. Please add preferred dates or instructions here. 125 Characters Remaining
---	---

4 Product Search

4.1 Search Bar

The [Search Bar](#) is located below the brand logo on the top left. Simply type in the model you seek and click the magnifying glass to search and display the results.

schweigen

X

Brand:

Schweigen X

Search Results

Searched for: **SXWU295-9S**. 1 results found.

Sort by:

Product Name

 View:



SXWU295-9SP (1600 m3/hr)

Product Code: SXWU295-9SP

Description:
The powerful SXWU295-9S silent undermount rangehood installs discreetly into overhead cabinetry and outperforms the extraction efficiency of larger...

Brand: Schweigen X

\$2799.00 (Inc GST)

Select Filter:

1

Add to Cart

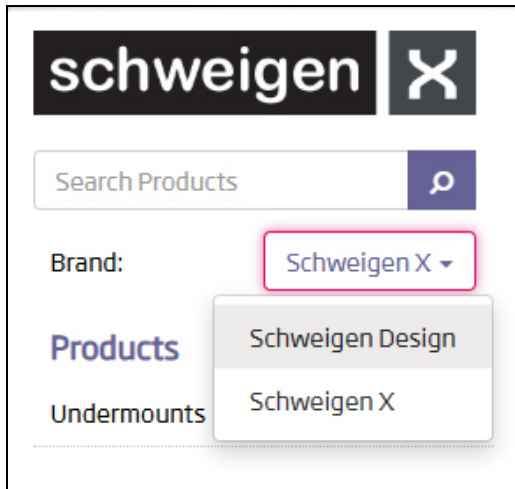
Request Info

Add to Favourites

Add AM Favourite

4.2 Brand Toggle

[Brands](#) are easily accessible from the same menu on top left. Click to view all Brands available to you, and select one to view all product categories within.



4.3 Side Nav

[Product Categories](#) are easily accessible from the same menu on top left. Click one to view all products within your category of choice, sortable by [Product Name/Code](#) and displayed in your view of choice.

Currently, Schweigen X has just Undermount Rangehoods available. Schweigen Design has both Islands and Wallmount Rangehoods available.

The screenshot shows the Schweigen X website. The header includes the Schweigen X logo, a search bar, and navigation links: 'Passionate Precision', 'Catalogues, Specs & Manuals', 'Latest News & Promos', and 'Contact Us'. The shopping cart shows 0 items for \$0.00. A user is logged in, with a 'Log Out' button and a phone number '1300 881 693'. The main navigation bar includes 'My Account', 'Order History', 'Quick Order', 'Favourites', 'Saved Carts', 'Quotes', and another 'Log Out' button. The breadcrumb trail is 'Home / Products / Undermounts'. The left sidebar shows 'Products' and 'Undermounts'.

The screenshot shows the Schweigen Design website. The header includes the Schweigen Design logo, a search bar, and navigation links: 'Ventilation Design Re-Imagined', 'Catalogues, Specs & Manuals', 'Latest News & Promos', and 'Contact Us'. The shopping cart shows 0 items for \$0.00. A phone number '1300 881 693' is displayed. The main navigation bar includes 'My Account', 'Order History', 'Quick Order', 'Favourites', 'Quotes', and a 'Log Out' button. The breadcrumb trail is 'Home / Products'. The left sidebar shows 'Products' and two categories: 'Islands' and 'Wallmounts'. The main content area prompts the user to 'Please choose from the categories below:' and lists 'Islands' and 'Wallmounts'.

4.4 Request Info

Got a question about a particular model? Click [Request for Info](#) on the product listing and send your queries through the form provided. Schweigen will get back to you as soon as they can.



SXQU330-9SP (1600 m3/hr)

Product Code: SXQU330-9SP

Description:
Protect your kitchen from airborne grease, smoke, steam, noise and odours without compromising its design with a sleek silent undermount rangehood....

Brand: Schweigen X

\$3699.00 (inc GST)

1

Add to Cart

Request Info

Add to Favourites

4.5 Add to Favourites

To add commonly searched or popular items to your Favourites folder, click [Add to Favourites](#).



SXQU330-9SP (1600 m3/hr)

Product Code: SXQU330-9SP

Description:
Protect your kitchen from airborne grease, smoke, steam, noise and odours without compromising its design with a sleek silent undermount rangehood....

Brand: Schweigen X

\$3699.00 (inc GST)

Add to Cart

Request Info

Add to Favourites

And they will always be accessible from the [Favourites](#) folder on your [Account Menu](#).

My Account ▾ Order History ▾ Quick Order **Favourites** Saved Carts Quotes Log Out

Home / Admin / Favourites

Favourites

Sort by: Product Name ▾

Add to Cart

	Code	Product Name	Price (inc GST)	Qty
X 	SXQU330-9SP	SXQU330-9SP (1600 m3/hr)	\$3699.00	0
X 	SXWU295-9SP	SXWU295-9SP (1600 m3/hr)	\$3599.00	0

Delete All

Add to Cart

Items per Page: 10 ▾ Total Pages: 1

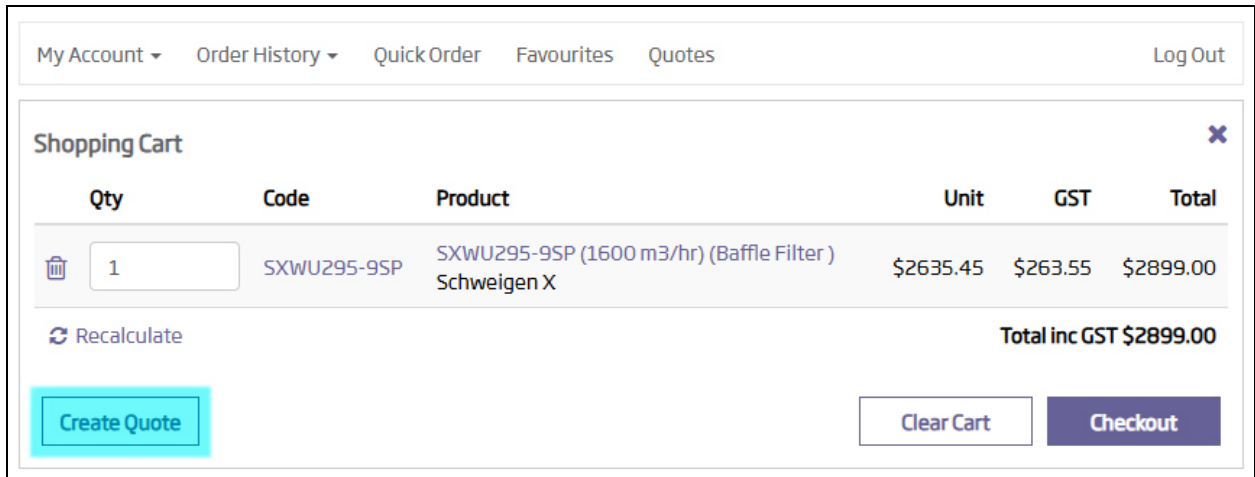
Prev **1** Next

5 Creating a Quote

5.1 Create Quote

When you're ready to create a quote with the items you've added to your shopping cart:

- Click [Shopping Cart](#) at top right
- Click [Create Quote](#)



The screenshot shows the 'Shopping Cart' section of a web application. At the top, there is a navigation bar with links: 'My Account', 'Order History', 'Quick Order', 'Favourites', 'Quotes', and 'Log Out'. Below this, the 'Shopping Cart' title is followed by a close icon. The cart contains one item with the following details:

Qty	Code	Product	Unit	GST	Total
1	SXWU295-9SP	SXWU295-9SP (1600 m3/hr) (Baffle Filter) Schweigen X	\$2635.45	\$263.55	\$2899.00

Below the item table, there is a 'Recalculate' button and a 'Total inc GST \$2899.00' label. At the bottom of the cart, there are three buttons: 'Create Quote' (highlighted in red), 'Clear Cart', and 'Checkout'.

A pop-up box will appear to inform you that this Quote will always be available from [Quotes](#) in your Account Menu.



The screenshot shows the 'My Account' section of the web application. The navigation bar at the top includes 'My Account', 'Order History', 'Quick Order', 'Favourites', 'Quotes', and 'Log Out'. The 'Quotes' link is highlighted in red, indicating it is the active selection.

Quotes are only valid for 14 days from the date of their creation and subject to stock availability. Promotional terms and conditions apply for time-limited sale/discounted items.

- Enter Customer Details as prompted in the form fields overleaf
- Click [Save Changes](#) when done

Create Quote

This Quote will be saved. You can access it via the Quotes option in your Account Menu. Quotes are only valid for 14 days from the date of its creation and subject to stock availability. Promotional terms and conditions apply for time-limited sale/discounted items.

Quote Name *

Q080124

Salesperson *

Norman

Customer Name *

Bono Jericho

Customer Email *

bonojericho@gmail.com

Customer Mobile *

0432857548

Address *

1 Tree Hill

City / Suburb *

Monash

State *

Victoria

Postcode *

3150

Country *

AU

Close

Save changes

Click [Close](#) to stop or [Save Changes](#) to complete.

5.2 View Quote

The new created quote is accessible anytime by clicking [Quotes](#) on your account bar.

From the [Search Quotes](#) tool bar, quotes are searchable by Customer Name, Quote ID or Salesperson.

My Account ▾ Order History ▾ Quick Order Favourites Saved Carts **Quotes** Log Out

Home / Admin

Quotes

Quotes are only valid for 14 days from the date of its creation and subject to stock availability. Promotional terms and conditions apply for time-limited sale/discounted items.

Search Quotes

Customer Name	Quote ID	Sales Person	Saved On	
Bono Jericho	1564626	Norman	January 17, 2024	View Remove
Franz Ferdinand	1564291	Norman	January 15, 2024	View Remove

Items per Page: 10 ▾ Total Pages: 1 **1**

Click to View or Remove (delete) your selected Quote

5.3 Print/Email Quote

Click [Quotes](#) on your account bar. Find your Quote of choice and click [View](#).

Click [Print](#) to send to your printer for a hardcopy or [Restore to Cart](#) to make it the active cart to complete your checkout.

View Quote

Print
Restore to Cart

Quote Details

Name:
Q080124

Date:
January 17, 2024

Contact Name:
Oliver Fraatz

Company Name:
SCHWEIGEN IN - TESTING

Address:
Unit 8, 3-4 Anzed Court
Mulgrave, VIC
AUSTRALIA , 3170

Quote ID:
1564626

Code	Product Name	Qty	Unit	GST	Total
SXQU330-9SP	SXQU330-9SP (1600 m3/hr) (Baffle)	1	\$2726.36	\$272.64	\$2999.00

Customer Details

Salesperson:
Norman

Customer Name:
Bono Jericho

Customer Mobile:
0432857548

Customer Email:
bonojericho@gmail.com

Customer Address:
1 Tree Hill
Monash, VIC
AUSTRALIA , 3150

Account Details

Bank:
Westpac

Account Name:
Schweigen Pty Ltd

BSB Number:
033181

Account Number:
390407

Quotes are only valid for 14 days from the date of its creation and subject to stock availability. Promotional terms and conditions apply for time-limited sale/discounted items.

Free home deliveries are available to metro areas of Melbourne, Sydney, Canberra, Adelaide, Brisbane, and Perth. Standard Charge of \$80 per rangehood applies for all other postcodes, except for the following which we don't currently deliver to: 803, 822-827, 852, 854-859, 862-869, 872, 880-905 and 6798-6799.

Email Quote

Email Copy (optional)

Enter customer's email address

A copy will always be sent to you, if you need another copy to go to another address, enter it here

Verification Code *

ENTER THE ALPHANUMERIC CHARACTERS YOU SEE ABOVE

Can't read the image? Try Another

Send

To email the quote to your customer, enter his/her email address in the cell beside **Email Copy** and complete the **Verification Code**. The designated admin of your account will always receive a copy of the quote you send your customer.

6 Making a Purchase

6.1 Add to Cart

When you're ready to make a purchase, first select a Filter or Colour Option, and specify number of units when prompted, before clicking [Add to Cart](#).



SXWU295-9SP (1600 m3/hr)
Product Code: SXWU295-9SP
Description:
The powerful SXWU295-9S silent undermount rangehood installs discreetly into overhead cabinetry and outperforms the extraction efficiency of larger...
Brand: Schweigen X

\$2799.00 (inc GST)

Select Filter: ▼

Select Filter:
Baffle
Mesh Filters

Add to Favourites

Add AM Favourite



Halo Island Rangehood 380mm (Non-Silent)

		*(inc GST)
Black	\$6299.00	0
White	\$6299.00	0
Stainless Steel	\$6299.00	0
Gold	\$6299.00	0
Copper	\$6299.00	0

Add to Cart

The Halo suspends from the ceiling like a celestial pillar its sleek, seamless form free from visible buttons, and perfect for modern spaces. Its tri-coat hand-painted finish adds elegant durability, while the brushless motor ensures near-silent operation. Comes with Touchless Gesture Control and adjustable lighting temperature, to make operation a pleasure.



The filter or colour option will be captured in the name of the item purchased. It will also reflect in the Order Confirmation emails and related documents.

Shopping Cart

Qty	Code	Product	Unit	GST	Total
1	SXWU295-9SP	SXWU295-9SP (1600 m3/hr) (Baffle) Schweigen X	\$2544.55	\$254.45	\$2799.00

Recalculate

Total inc GST \$2799.00

Name

Save Cart

Create Quote

Clear Cart

Checkout

Shopping Cart

Qty	Code	Product	Unit	GST	Total
1	SDHALO-BLK	Halo Black Island Rangehood 380mm (Non-Silent): Black Schweigen Design	\$5726.36	\$572.64	\$6299.00

Recalculate

Total inc GST \$6299.00

Create Quote

Clear Cart

Checkout

6.2 Quick Order

If you have the exact product code on hand, you may click [Quick Order](#), input the model number and specify the quantity to quickly add to your [Shopping Cart](#).

My Account ▾ Order History ▾ Quick Order Favourites Saved Carts Quotes Log Out

Home / Admin / Quick Order

Quick Order

Product Code



SXWU295-9SP (1600 m3/hr)

Product Code: SXWU295-9SP

Brand: Schweigen X

\$2799.00 (inc GST)

Please Select Filter: ▾

1

Add to Cart

Area Name: Content Edit Text

Use the form above to quickly add products to the Shopping Cart.

Type the Product Code of the product you would like to add in the "Product Code" field. Matching codes will dynamically display as you type. When the desired code is displayed in the list, click on it using the mouse, or use the cursor keys to scroll up and down through the list, then press ENTER to select the code and display that product's information. Type a value for the quantity of products you'd like to add and click the "Add to Cart" button.

6.3 Check Out

When you're ready to make payment on the selections in your cart, click [Shopping Cart](#) on the top right of your screen.

Passionate Precision

Shopping Cart (1) \$3699.00

[Catalogues, Specs & Manuals](#) [Latest News & Promos](#) [Contact Us](#)

Currently logged in as: [Log Out](#) [1300 881 693](#)

[My Account](#) [Order History](#) [Quick Order](#) [Favourites](#) [Saved Carts](#) [Quotes](#) [Log Out](#)

[Home](#) / [Products](#) / [Undermounts](#)

Check that the Quantity and Product Code of the item/s in your cart is correct. Modify as necessary before clicking [Checkout](#).

Shopping Cart

Qty	Code	Product	Unit	GST	Total
1	SXQU330-9SP	SXQU330-9SP (1600 m3/hr) Schweigen X	\$3362.73	\$336.27	\$3699.00

Recalculate

Total inc GST \$3699.00

Save Cart

Create Quote

Clear Cart

Checkout

In the event that you can and need to purchase items from different brands, please complete the transaction for all items in one brand first, before switching to the other to complete purchase of the rest. You will get a reminder in red when attempting to check out items from different brands in the same cart.

* Kindly note that this cart contains items from different brands and cannot be checked out until this is corrected.

Save Cart

Create Quote

Clear Cart

Step 1) Address

- Select Salesperson to attribute this sale to. (Get your admin to create one before use).
- Enter a Purchase Order number or sales reference.
- Store Details should be auto-populated with details on hand. Enter anew if not.
- Under Shipping Information, select from list of stored addresses or enter anew.
- Click [Save Address](#) if this is a new one that will be commonly used in future.
- **Enter preferred date and notes in the [Delivery Date & Instructions](#) box.**
- Select [Delivery Schedule](#) and click [Continue](#) to select Freight type.

Please ensure the delivery address below is correct before proceeding with your order.
The contents of your cart should either contain items for store delivery OR home delivery.

Store Information

Salesperson *

Purchase Order # *

Store Name *

Store Email *

Store Phone *

Shipping Information

Recipient *

Address *

City / Suburb *

State *

Postcode *

Country *

Delivery Date & Instructions

103 Characters Remaining

Select Delivery Schedule *
Upon receipt of full payment by Schweigen:

☐ Deliver immediately

☒ Deliver on the date specified in the Notes section

☐ Hold delivery - the customer will contact Schweigen to arrange a delivery date

☐ Save Address

Customer Information

Customer Name *

Customer Email

Customer Mobile

Address *

City / Suburb *

State *

Postcode *

Country *

[Continue](#)

Step 2) Freight

- Check Shipping Address
- Review [Home Delivery Policy](#)
- Select desired [Freight Option](#)
 - Charges for Home Deliveries are auto-appended based on postcode of delivery address supplied (FOC if in Metro areas, \$80 otherwise – excluding areas we don't currently deliver to)
- Select from the [Payment Methods](#) available to your business:
 - [Credit Card](#) refers to either the store's or the customer's credit card. This payment method gives stores the ability to accept partial payment (minimum 20%) of the total due. The portal auto-calculates the minimum sum. This may be manually edited to a higher sum as required.
 - [Direct Deposit](#) refers to funds transfer from either the store's or customer's bank accounts
 - [Payment in Store](#) refers to payments paid to and collected by the store - inclusive of payment via cash, credit card, gift cards and financing arrangements.
 - [On Account](#) refers to existing bank arrangement between Schweigen and store.

Address

Freight

Payment

Complete

Home delivery freight options are only available to metro areas of **Melbourne, Sydney, Canberra, Adelaide, Brisbane, and Perth**.

Please review our [Home Delivery Policy](#) for more information.

Unless otherwise advised, delivery will typically take 7-10 business days upon receipt of payment in full and is subject to possible delays due to the ongoing Covid-19 pandemic.

Shipping to: Jimmy Testing

1 Michaela Grove
Nubbins
TAS 1234
AUSTRALIA

Bill to: Jimmy Testing

customer@email.com
0412341234
1 Michaela Grove
Nubbins
TAS 1234
AUSTRALIA

Delivery Fee

☐ Free Delivery to store: (\$0.00 inc GST)

☐ Free Home Delivery (Sydney Metro): (\$0.00 inc GST)

Payment Method

☒ Credit Card

☐ Full amount

☒ Partial payment (minimum 20%)

Amount to pay

799.8

☐ Payment in-store

☐ On Account

☐ Direct Deposit

Continue

Step 3a) Payment by Credit Card

- Review order details
- If you need to go back a step to make edits, click [Address](#) or [Freight](#)
- If not, enter card details and click [Pay Now](#)

Address

Freight

Payment

Complete

3

4

You are making a partial payment of **\$739.80** against the order total of **\$3699.00**.

Please fill out your card details to complete your order. See below for details on your order.

Order ID

3313108

Total

\$739.80

Card Holder Name

Card Number

Expiry Date

MM/YYYY

Security Code

Pay Now

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Step 3b) Payment by On Account or Direct Deposit

- Review order details
- When ready, click [Place Order](#)

Please review the order details displayed below and click the "Place Order" button at the bottom of the page.

Your Details

Purchase Order Number	SXR - Q123123
Name	HN - Testing
Email	oliver.fraatz@straightsell.com.au
Phone	12341234

Delivery Details

Recipient	Warehouse Supervisor
Address	Warehouse 1 Warehouse 1 ACT 1234 AUSTRALIA
Notes	
Salesperson	Norman

Bill To

Customer Name	Bono Jericho
Customer Email	bonojericho@gmail.com
Customer Mobile	0432857548
Address	1 Tree Hill Monash VIC 3150 AUSTRALIA

Payment Method

Payment in-store

Order Details

Qty	Code	Product Name	Unit	GST	Total
1	SXQU330-9SP	SXQU330-9SP (1600 m3/hr) (Baffle)	\$2726.36	\$272.64	\$2999.00
1	Freight	Delivery to store	\$0.00	\$0.00	\$0.00
					Total inc GST \$2999.00

[Place Order](#)

Schweigen's Bank Account Details follow:

Account Name: Schweigen Pty Ltd

BSB Number: 033181

Account Number: 390407

6.4 Making Balance Payments

Under [Order History](#), select [Previous Orders](#).

My Account ▾	Order History ▾	Quick Order	Favourites	Saved Carts	Quotes	Log Out
Home / Admin / Previous Orders						
Previous Orders						
Search Orders			Q	Filter:	All Orders ▾	Print
Order ID	Date	Sales Person	Amount	Recipient	Delivery Address	
3101558	May 20, 2022 Placed by Account Manager	Kaylie Hyde	\$3699.00	Jason O'Malley	123 Hyde Road, Wheelers Hill, VIC 3150 AUSTRALIA	
3101223 1234	May 20, 2022 Placed by Account Manager	Marion Child	\$2799.00	Jerry Testing	123, 123, WA 123 AUSTRALIA	
2911035 TEST ORDER	Nov 12, 2021 Placed by Account Manager	Marion Child	\$1899.00	Jason O'Malley	Shop 124 Adelaide Arcade, Adelaide, SA 5000 AUSTRALIA	

Click [Order ID](#) to see payment details under [Note](#). Call [1300 881 693](tel:1300881693) (select option 2 or 4) with customer's credit card details when you are ready to pay the balance amount.

Note: At the time of your order, You made a partial payment of \$483.80 against the order total of \$2419.00. The outstanding balance for this order is \$1935.20					
Qty	Code	Product Name	Unit	GST	Total
1	MSQX90	MSQX90 (1110 m3/hr) (Baffle Filter)	\$2199.09	\$219.91	\$2419.00
1	Freight	Home Delivery	\$0.00	\$0.00	\$0.00
					Total inc GST \$2419.00

Alternatively, you may also wire the money to our bank account ([BSB: 0331181](#) / [Account number: 390407](#)) - referencing the [Order ID](#) for tracking.

When the item is shipped, the corresponding tax invoice will appear, paid in full, under [Order History/Invoices](#).

7 Tracking Orders

To retrieve past orders, click [Order History](#) on your [Account Menu](#). Select [Previous Orders](#) and click the [Order ID](#) of choice to view full transaction details.

Passionate Precision

Shopping Cart (1) \$3699.00

[Catalogues, Specs & Manuals](#) [Latest News & Promos](#) [Contact Us](#)

1300 881 693

My Account

Order History

Quick Order

Favourites

Saved Carts

Quotes

Log Out

Home / Admin

Previous Orders

Invoices

Previous Orders

Filter:

Order ID	Date	Sales Person	Amount	Recipient	Delivery Address
3101558	May 20, 2022 Placed by Account Manager	Kaylie Hyde	\$3699.00	Jason O'Malley	123 Hyde Road, Wheelers Hill, VIC 3150 AUSTRALIA

Alternatively, click [Invoices](#) and select the [Invoice#](#) of choice to view and print as required. From here, you can filter to view just [Invoices](#), [Credits](#) or [Invoices & Credits](#).

Invoices

Please find below a summary of your invoices. Please note that a Invoice status may not be updated until 24-48 hours after the payment of an invoice

View:

☒ Open ☒ Closed

Invoice #	Invoice Date	Due Date	Total Amount	Amount Due	Status*
IN055355	20 Dec 2022	20 Dec 2022	\$0.00	\$0.00	CLOSED

8 Logging Out

For security reasons, please remember to and keep your login credentials safe, and log out from the portal each time you're done.

If you encounter issues that are not addressed by this user guide, or have any questions, please contact your Schweigen Sales Rep for additional support, or write us at proforma@schweigen.com.au.

06/03/2024, 15:29

View and Print Invoice

PAID

Tax Invoice

schweigen

Schweigen Pty Ltd

Unit 4/1-5 Lake Drive Dingley Village, VIC 3172

AUSTRALIA

Tel: 1300 881 693

Email: proforma@schweigen.com.au

Web: <https://2449edit.straightstall.com.au/>

Delivery Method:

Deliver To:

HomeDeliveryCustomer2Name

HomeDeliveryCustomer2 Address

Norman, VIC, 3150 AU

Unless otherwise advised, delivery will typically take 7-10 business days upon receipt of payment in full and is subject to possible delays due to the ongoing Covid-19 pandemic.

Bill To:

Salesperson: Norman

HomeDeliveryCustomer2Name

proforma@schweigen.com.au

045112345678

HomeDeliveryCustomer2 Address

HomeDeliveryCustomer2 City, VIC, 3150

Qty	BkOrd	Code	Product Name	Unit	GST	Total
1	0	HOMEDELIVERY	Home Delivery	\$ 0.00	\$ 0.00	\$ 0.00
1	0	SXQU330-9SP	SXQU330-9SP	\$ 2999.00	\$ 0.00	\$ 2999.00

SubTotal Ex GST

\$ 2726.36

Total GST

\$ 272.64

Total Inc GST

\$ 2999.00

Payment Details: Westpac BSB: 033 181 | Account: 390 407

Note: A payment processing fee of 2.2% applies to Amex

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