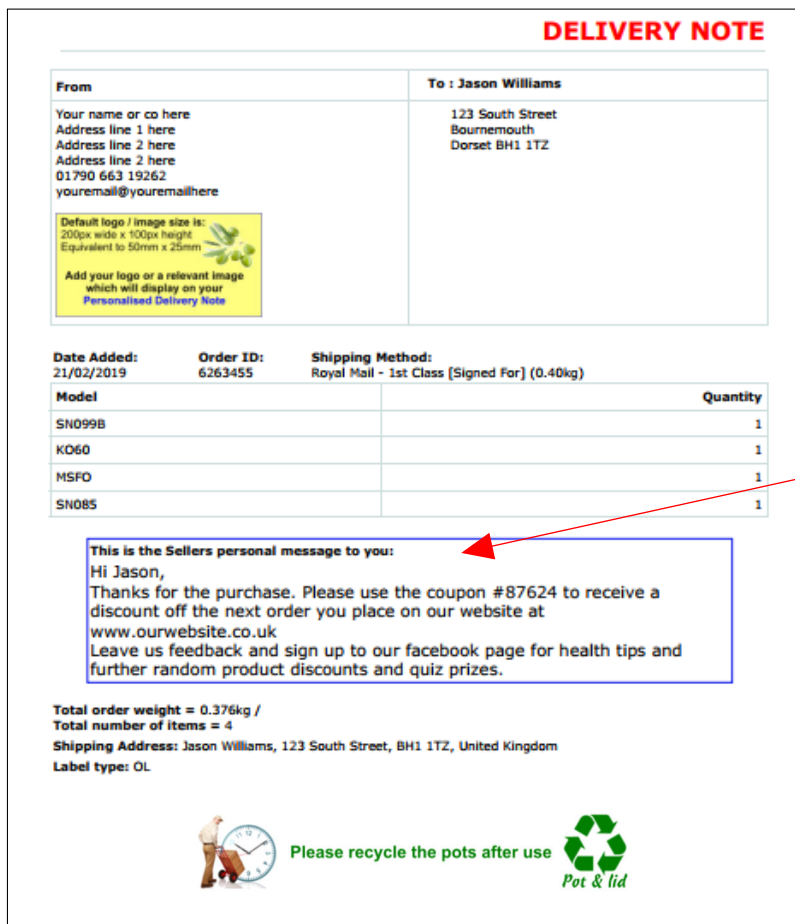
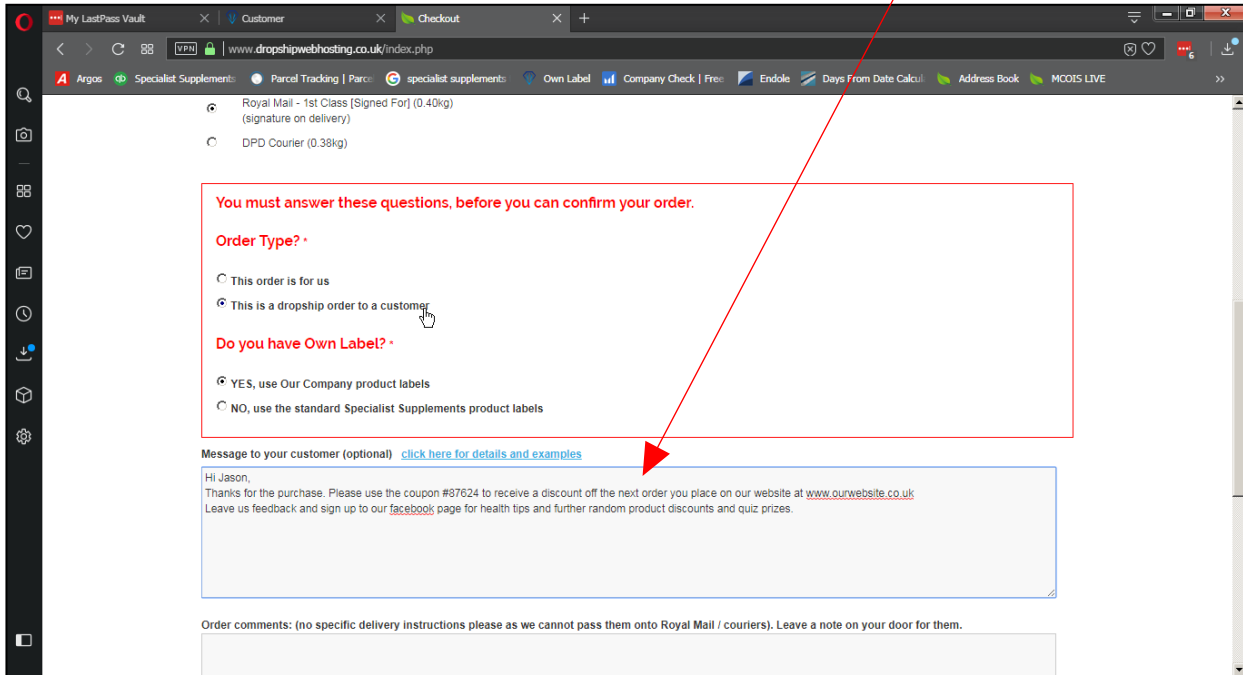


# Personalised Delivery Note and Order Messages Help file

## 1) Adding a personalised message to your customers dropship order:

- During the checkout process, you will see the heading **Message to your customer (optional)** a
- Type in the message you wish to leave this customer

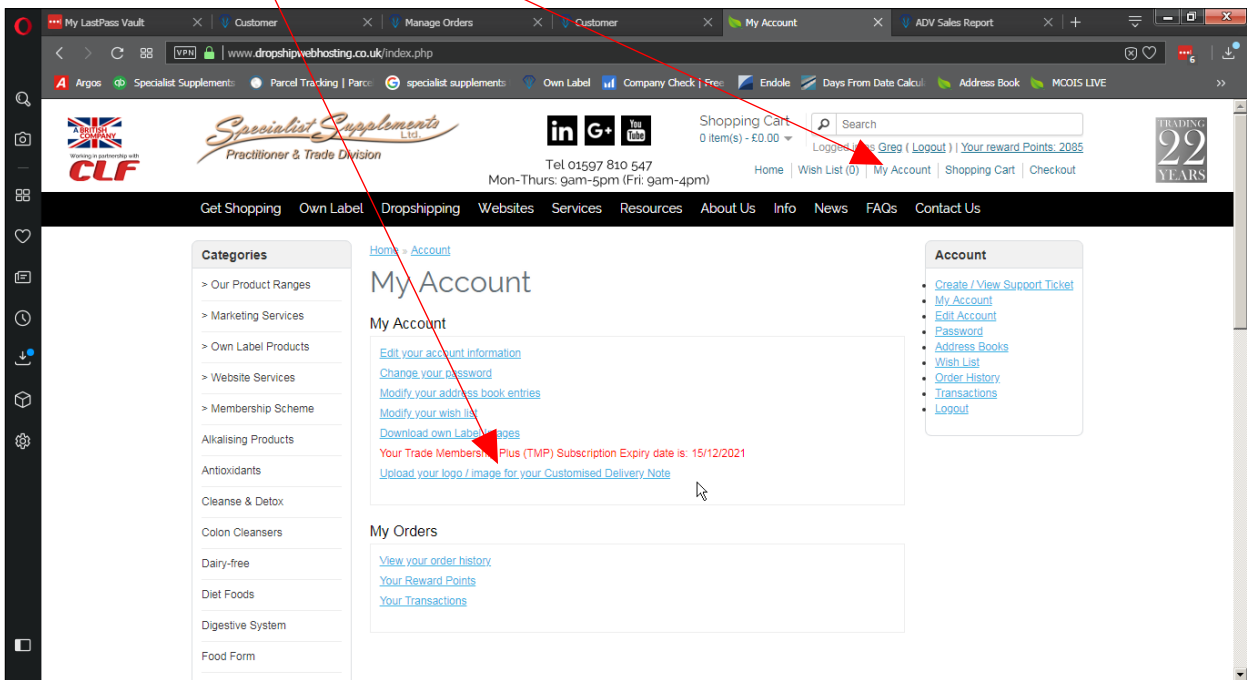
*Offer your customer a discount coupon off their next order, provide them with your website address, usage instructions or other marketing information*



*Your message will be prominently displayed to your customer on your **Personalised Delivery Note**, when they receive their dropship order*

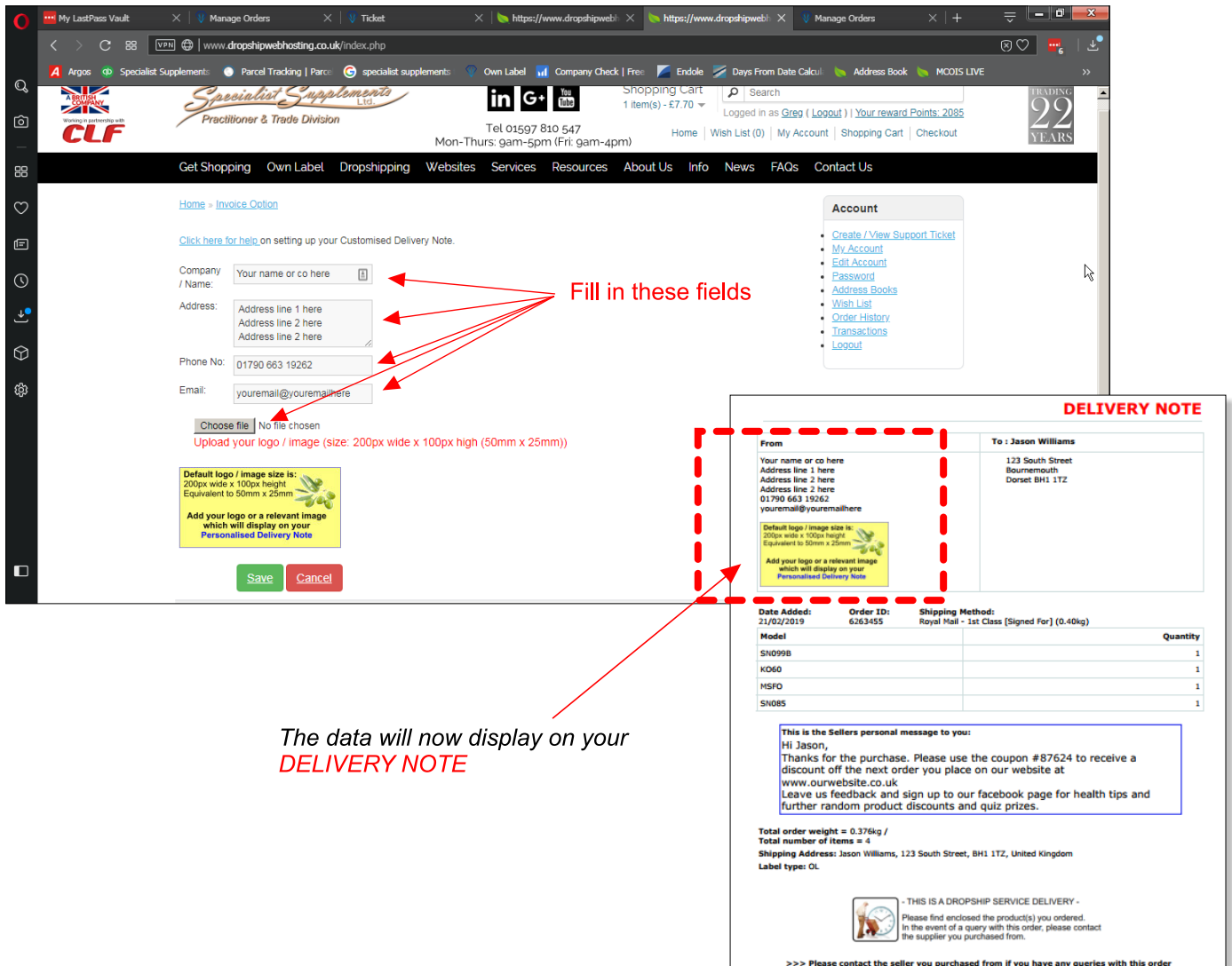
## 2) Personalised your dropship order **Delivery Note**:

1. Log into your online Trade account
2. Click the **My Account** link
3. Click the **Upload your Logo / image ...**



Now simply fill in the fields you wish to use and click the **SAVE** button.

The input text and logo will show on your personalised **Delivery Note** which is posted with every dropship order



The data will now display on your **DELIVERY NOTE**