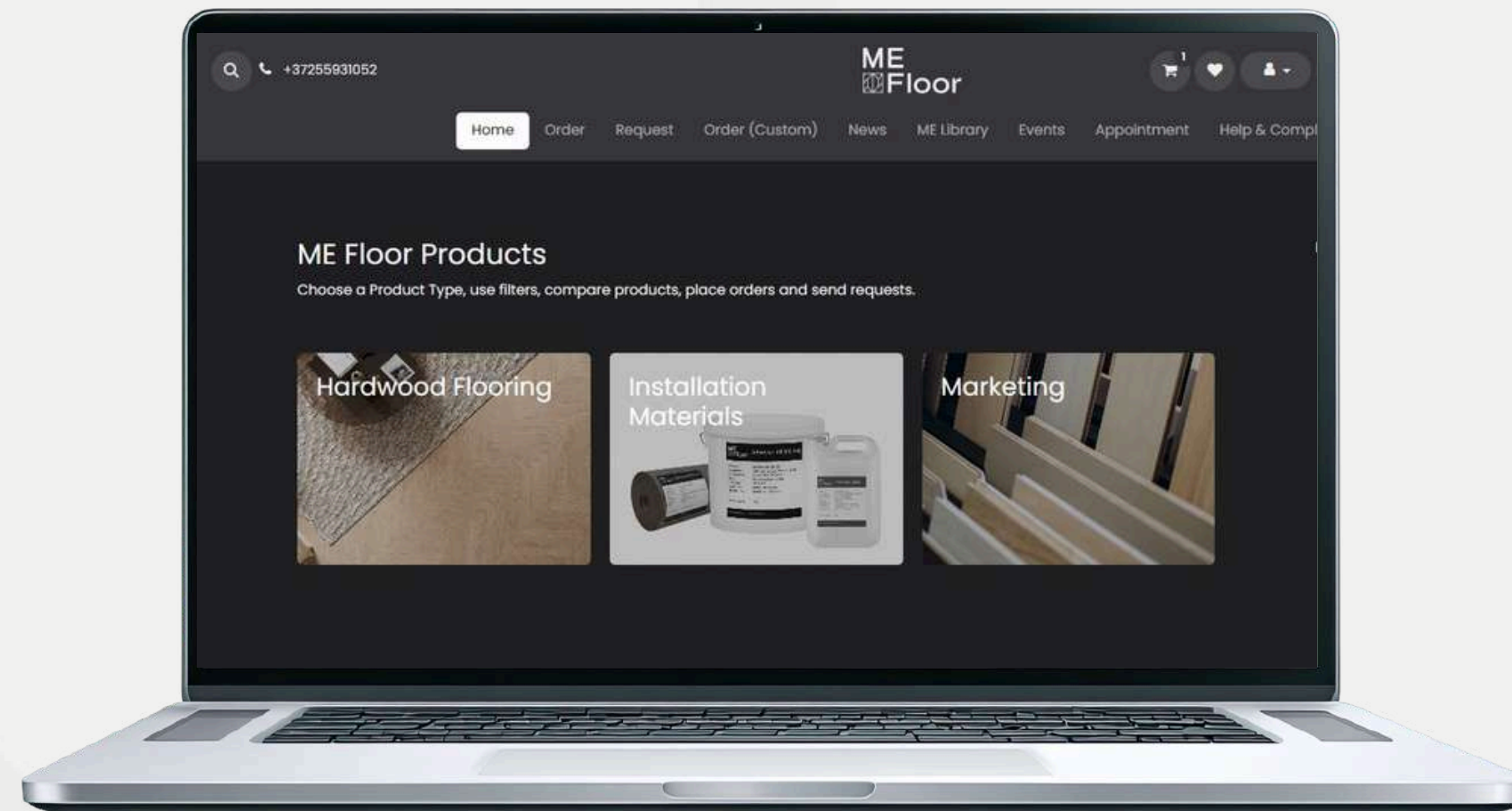


www.me-floor.com/partnerportal

ME FLOOR DIGITAL PARTNER PORTAL

We are happy to present ME Floor Partner Portal for Professionals.
Swipe to find how it can assist you.



INTENDED FOR:

DESIGNERS OR ARCHITECTS

CONSTRUCTION COMPANIES

FLOORING INSTALLERS

SALES AGENTS

ME FLOOR DEALERS & DISTRIBUTORS

FUNCTIONALITY:

01 STOCK

- Check availability on-line in one click
- Reserve selected products
- 24/7 access regardless time zones

02 PRICES / REQUESTS / QUOTATIONS / ORDERS

- B2B Price visible on-line for standard range
- Customize products on-line and see price immediately
- Send inquiries
- Receive quotations
- Place orders

03 MY ACCOUNT - PAPERLESS EASY WORKFLOW

- Orders' status on your screen online
- Inquiry/Order/Delivery - fast & easy in 1 place
- Track full history of requests, offers, orders, deliveries and Invoices
- B2B Price-Lists with articles ready for downloading in EXLs and PDF
- Digital workflow to assure “no mistakes” - no complicated POs in EXLs; no losing info & time in messengers; no long letterchains

FUNCTIONALITY:

04 ME LIBRARY (EXTENDED ACCESS TO):

- Technical information
- Educational Presentations
- Marketing Materials

05 EVENTS

- Receive invitations for ME Floor Events

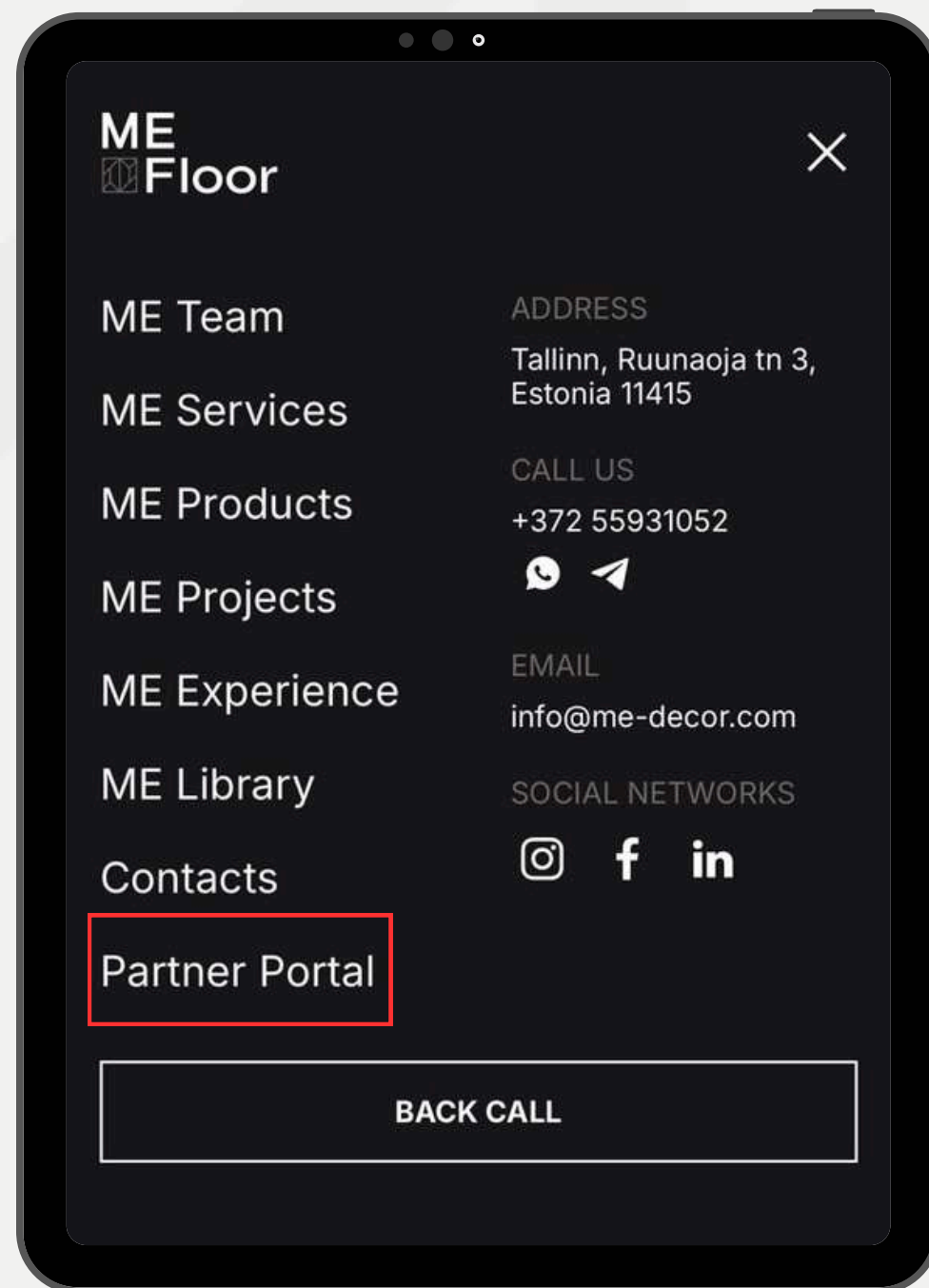
06 HELP & COMPLAINTS

- Send your suggestions and complaints in one click

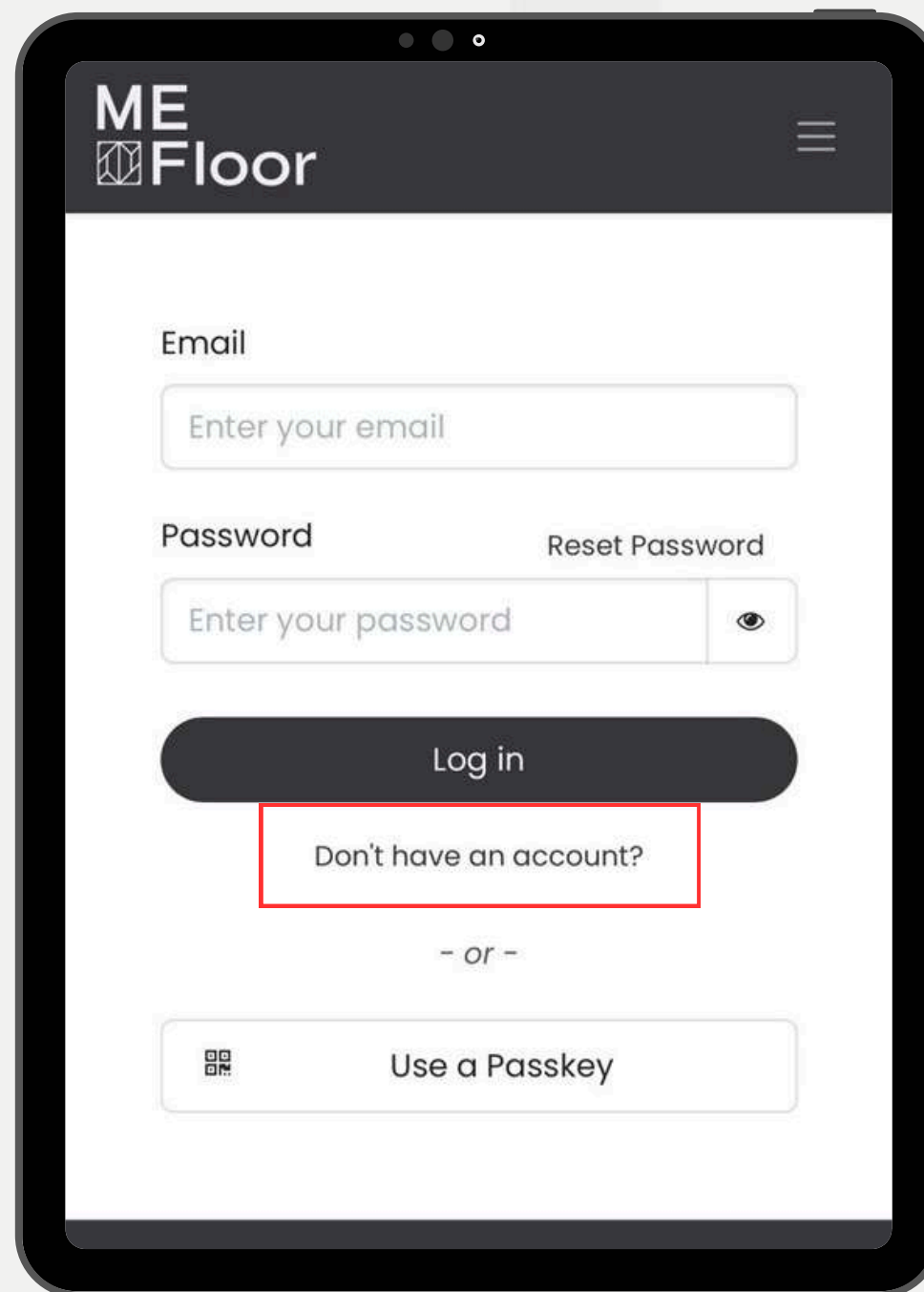
User Guide

Authorisation

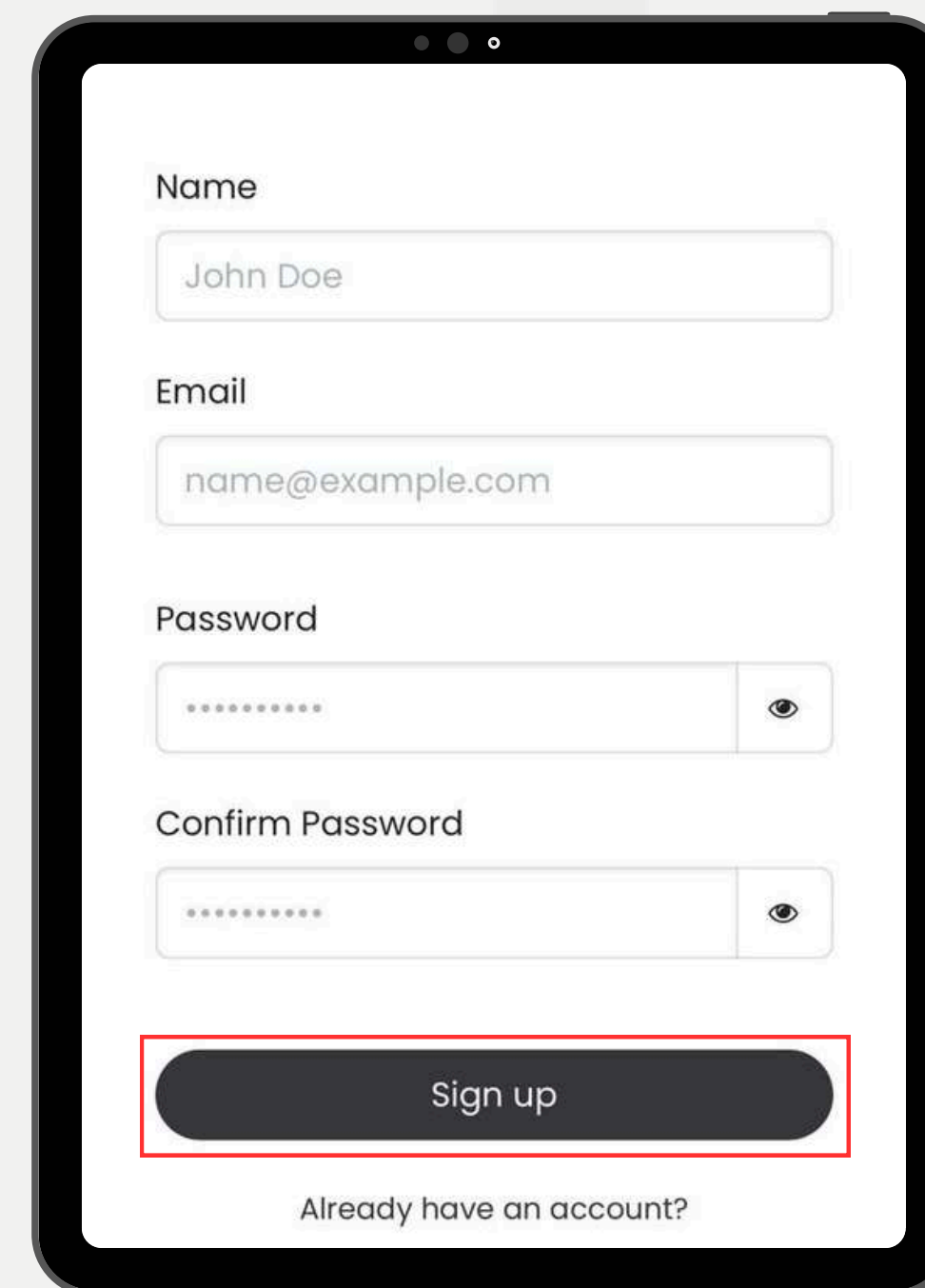
01 Go to ME Floor website:
www.me-floor.com and choose
Partner Portal in the menu



02 Press “Don’t have an account”

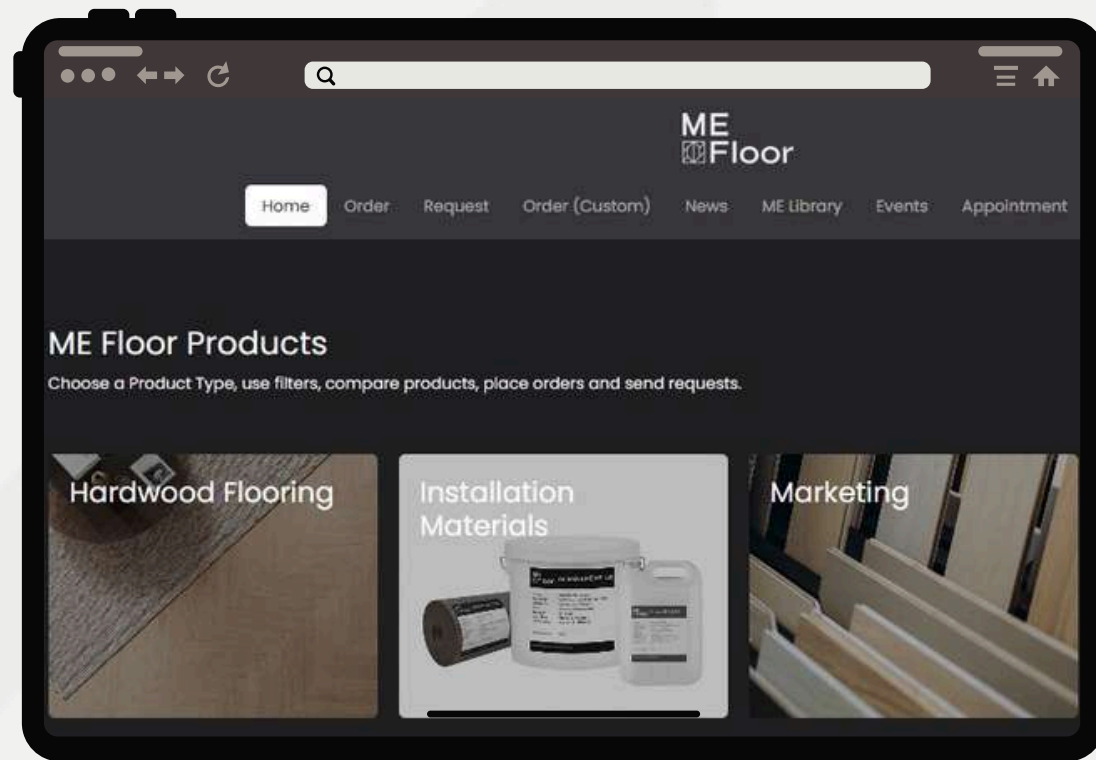


03 Fill in the form
04 Press Sign up

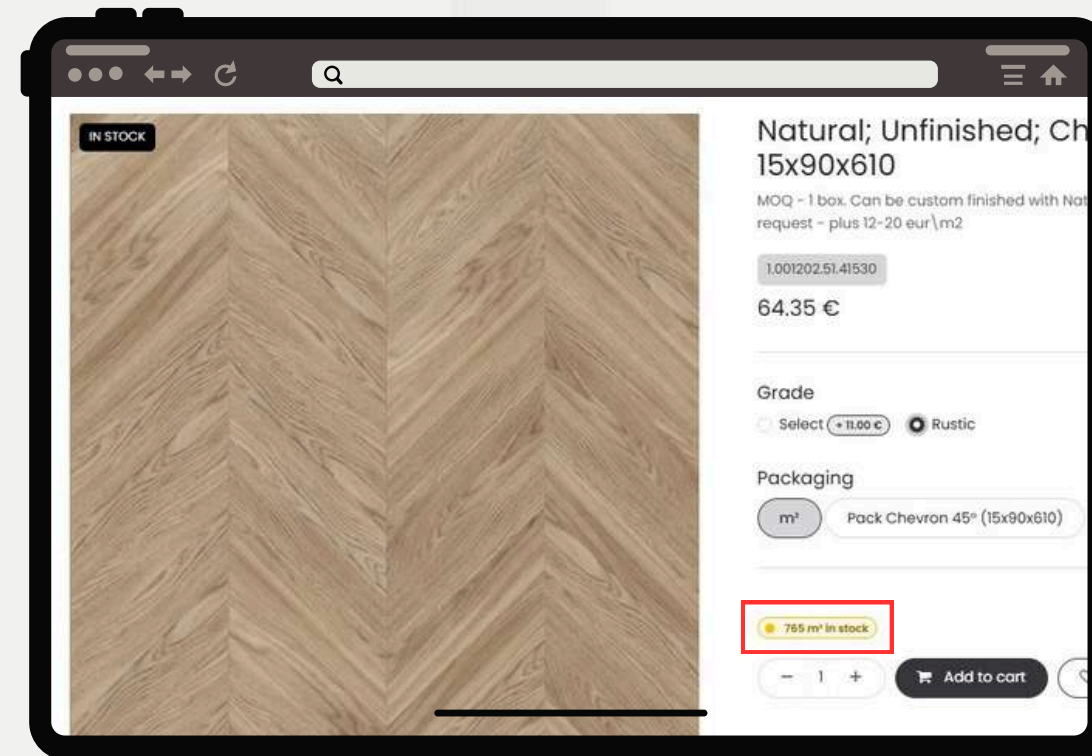
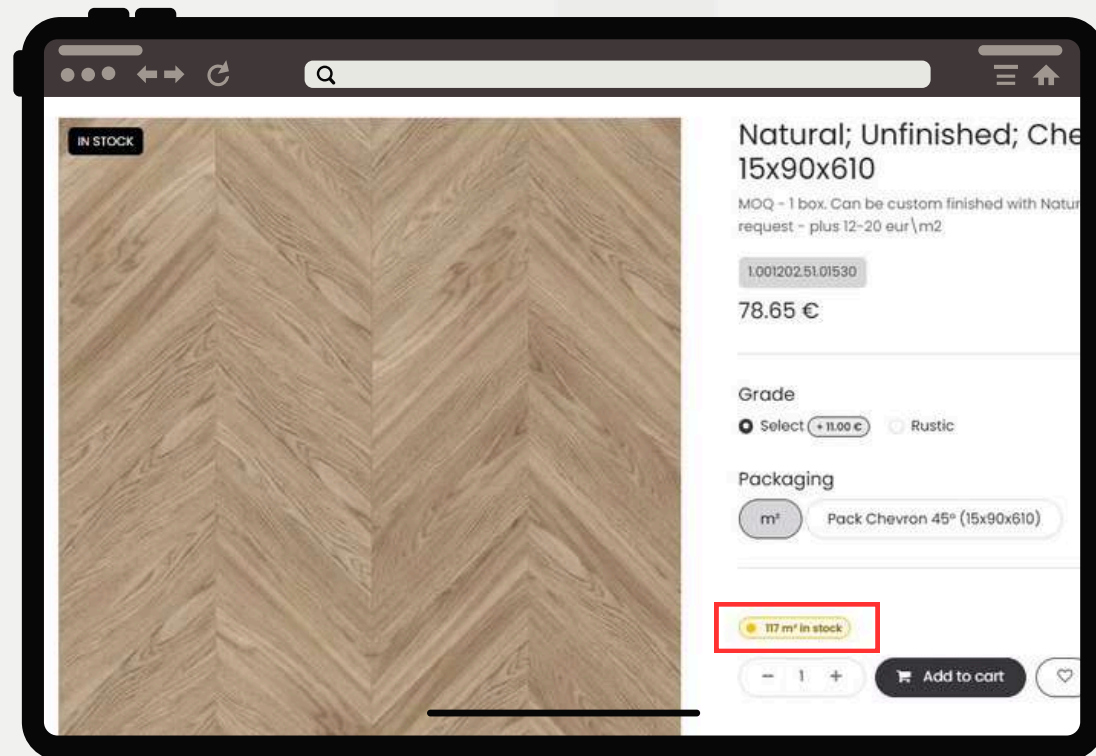
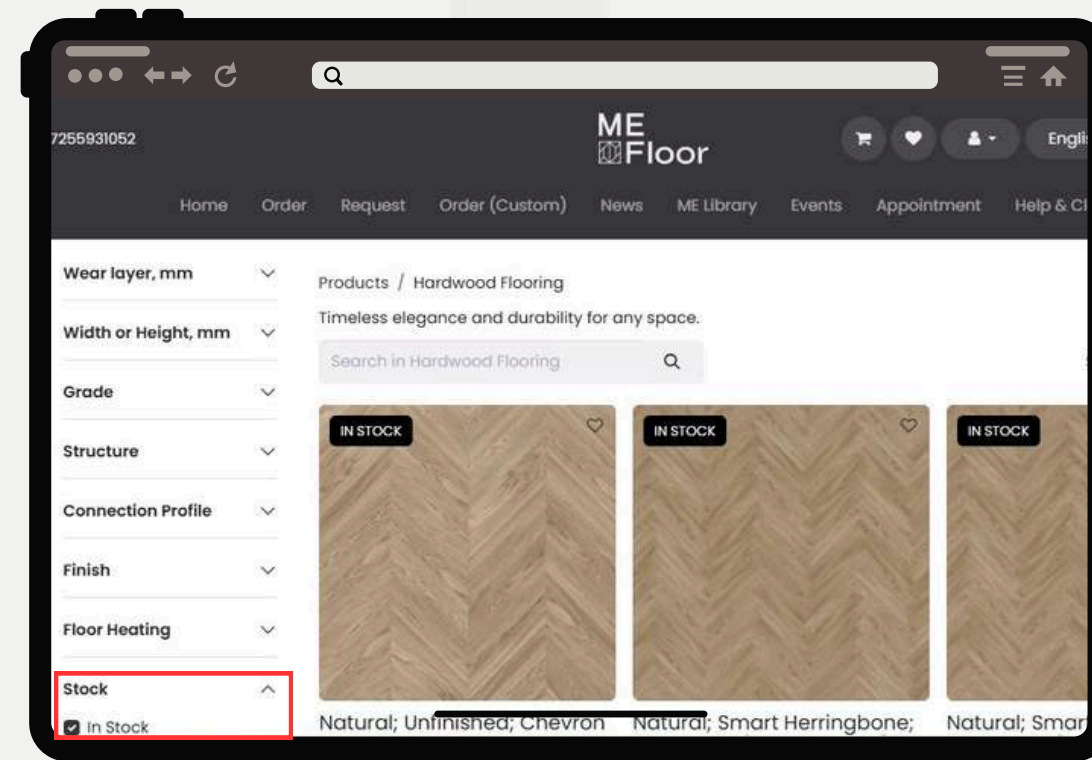


01 Check Stock

01 Choose a Section



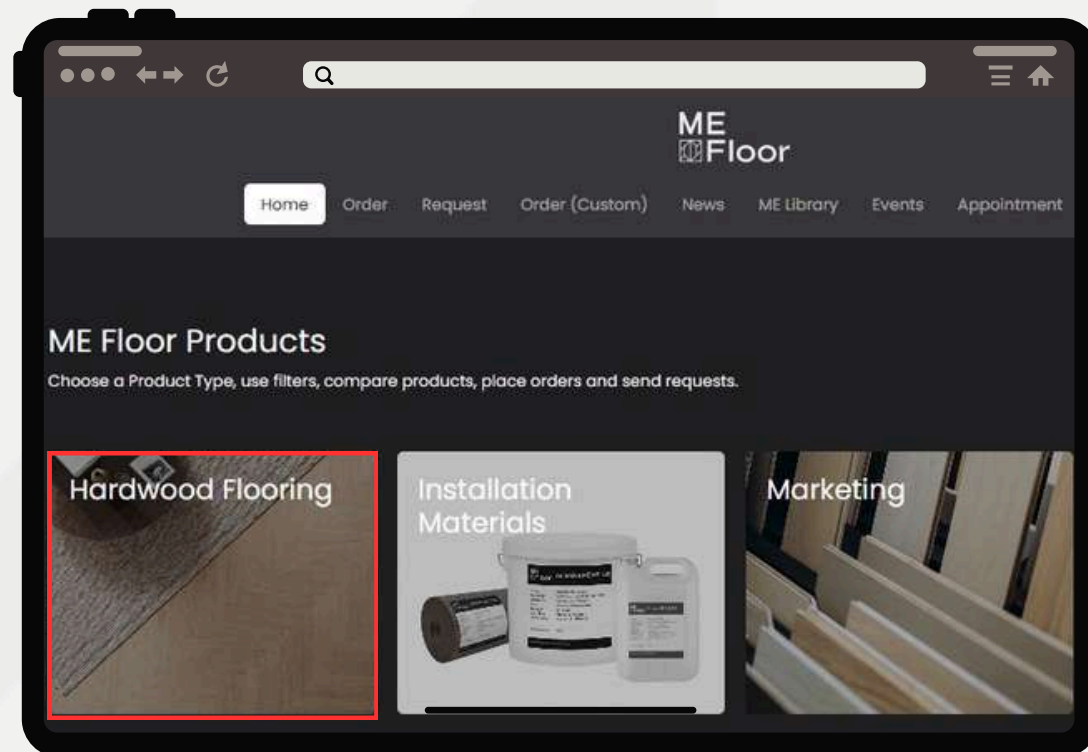
02 Filter "Stock" → In Stock and choose the needed option



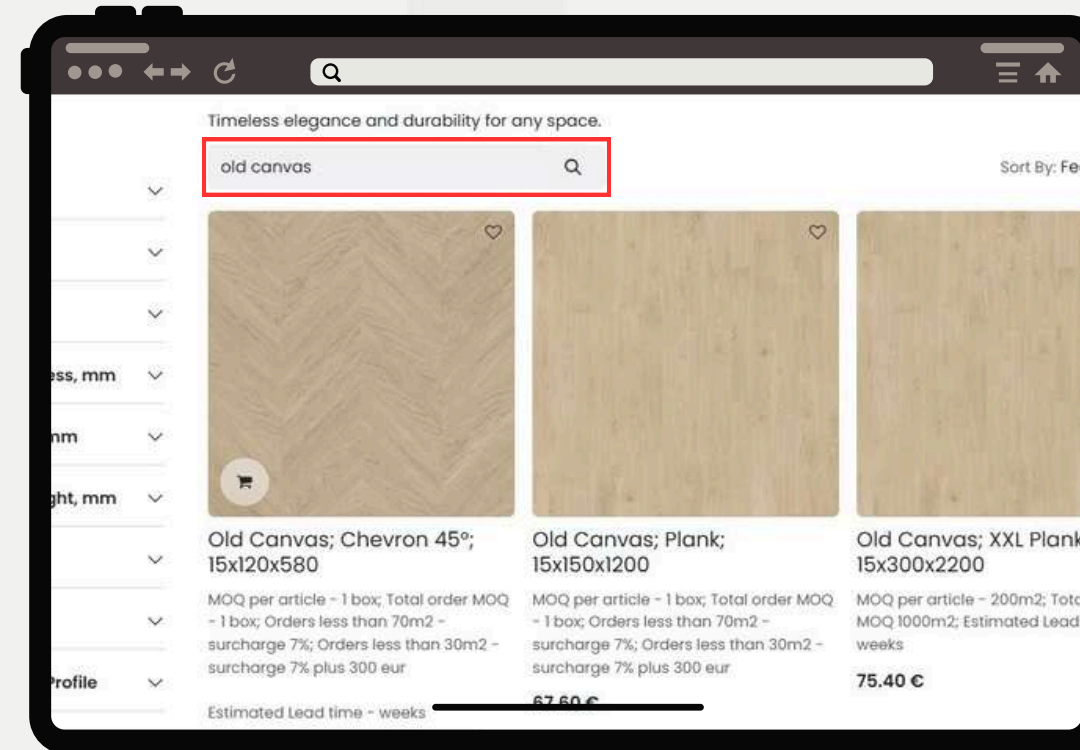
03 Click between product options to see which exact specification is in stock

02 Prices / Requests / Quotations / Orders

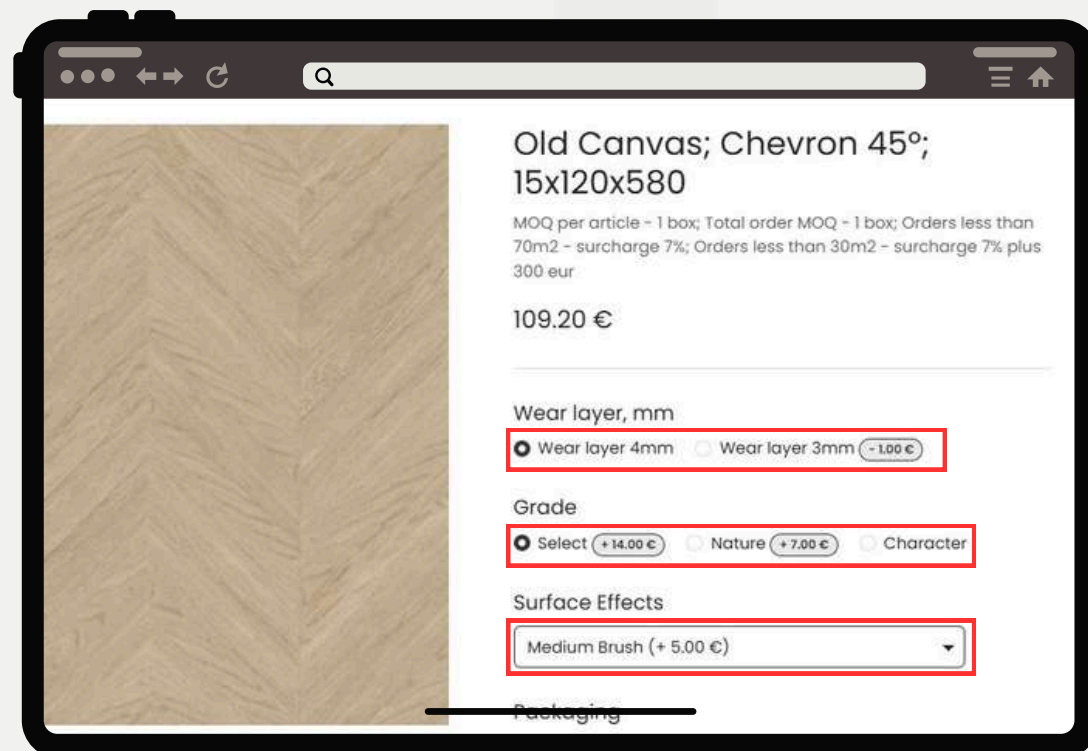
01 Choose a Section



02 Find the Product



03 Go to the Product Page



Check the price depending on:

- wear layer
- grade
- surface effects

02 Prices / Requests / Quotations / Orders (Custom)

01 Press “Request” or “Order (Custom)”

02 Fill in all the mandatory fields

03 Press “Submit”

The screenshot shows the ME Floor website's 'Request' form. The 'Request' menu item is highlighted with a red box. The form includes the following fields:

- Your Name *
- Your Email *
- Subject *
- Product \ Service Type (Category) *
- Product SubType (SubCategory) *
- Material *
- Color *

The Color field has a list of options: Other, Grey, Beige, Elegant, N\A (Not Applicable), Old Canvas, Foggy, and Venice.

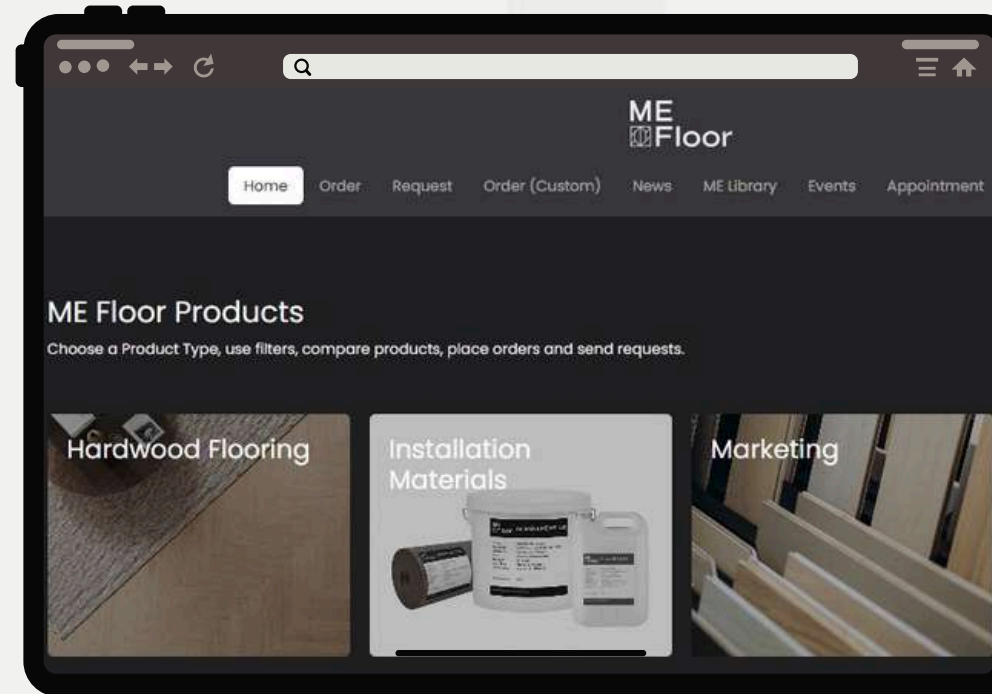
The screenshot shows the ME Floor website's 'Order (Custom)' form. The 'Order (Custom)' menu item is highlighted with a red box. The form includes the following sections:

- Comments
- Select Services
 - Installation
 - Jobsite Inspection (before \ after installation)
 - Layout
 - Project Consultancy
- Comments to Services
- Select Materials
 - Adhesive
 - Trowel
 - Primer
 - Cleaner
- Comments of Materials
- Attachments to RFQ
 - Choose Files
 - No file chosen

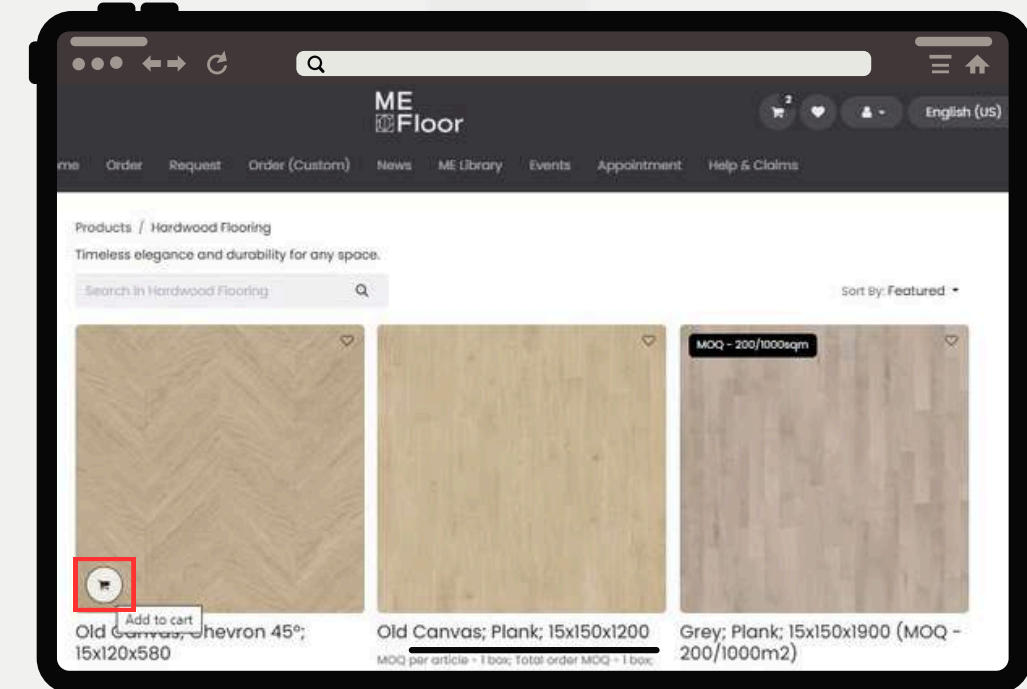
The 'Submit' button is highlighted with a red box.

02 Prices / Requests / Quotations / Orders

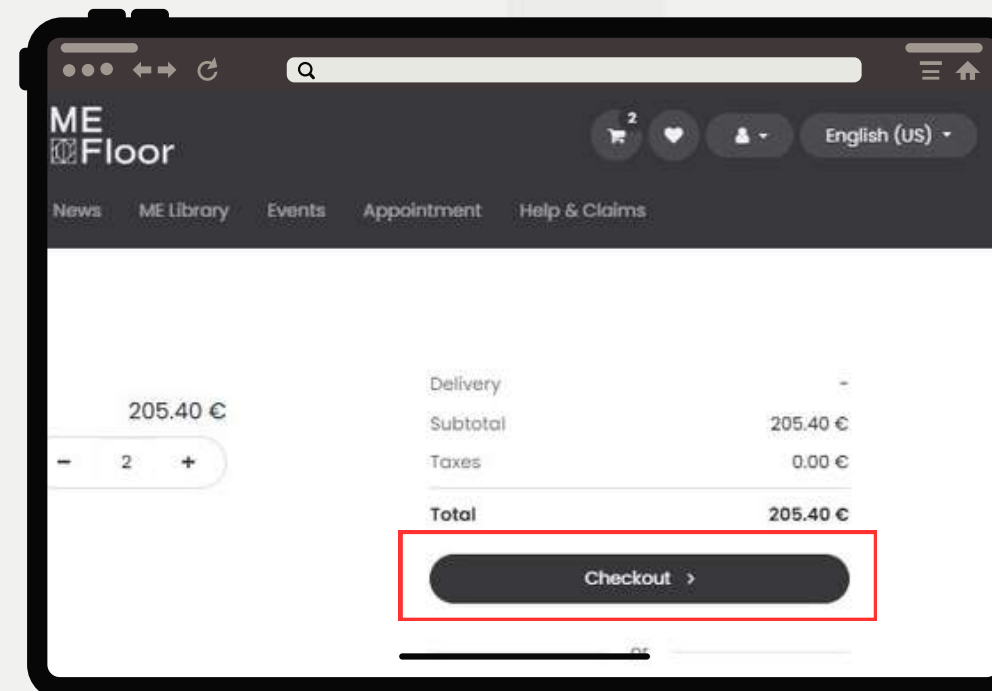
01 Choose the Product Section



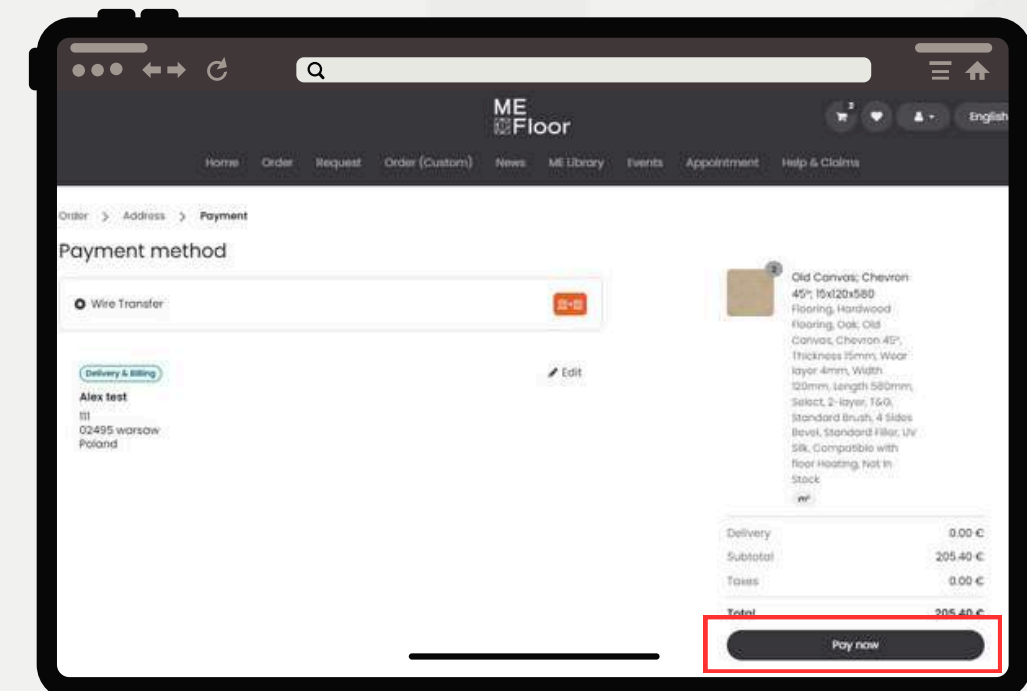
02 Find the needed Option, put it in the cart



03 Press "Checkout"

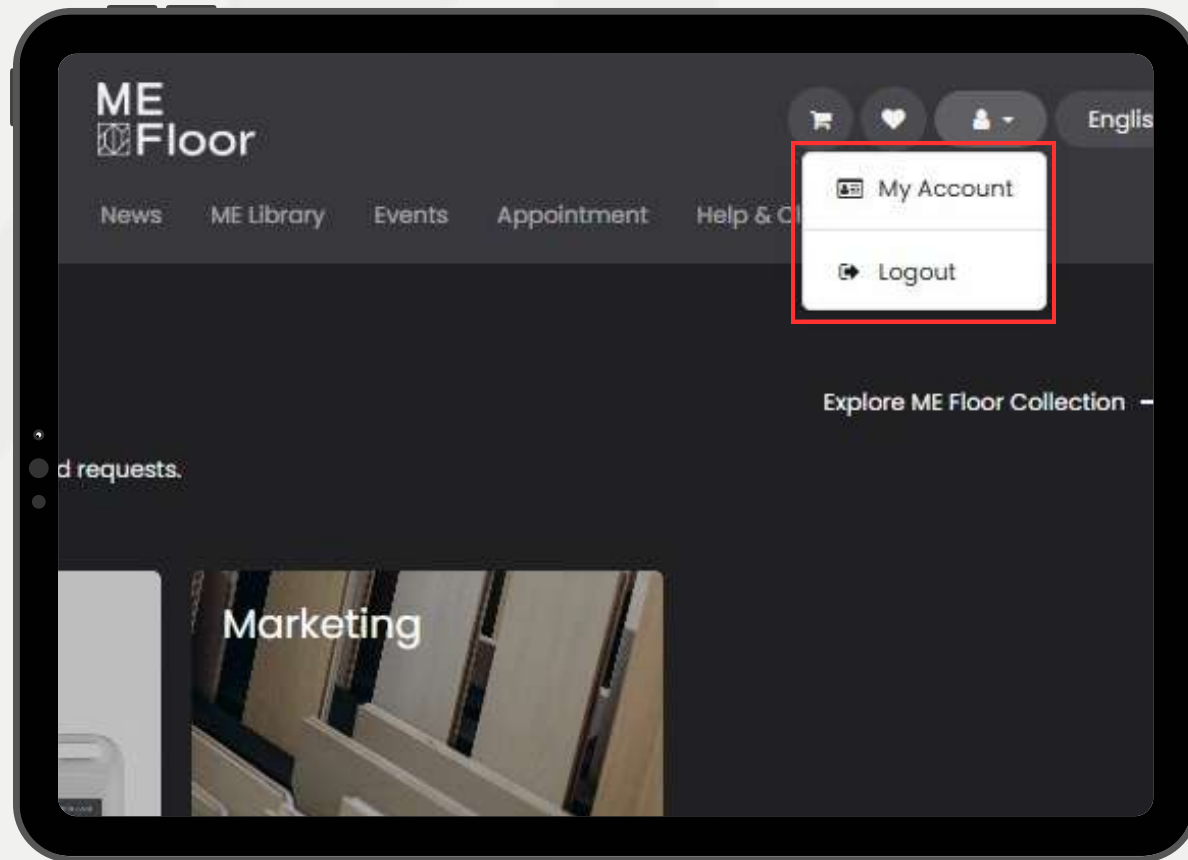


04 Press "Pay now" (request for a Proforma Invoice)

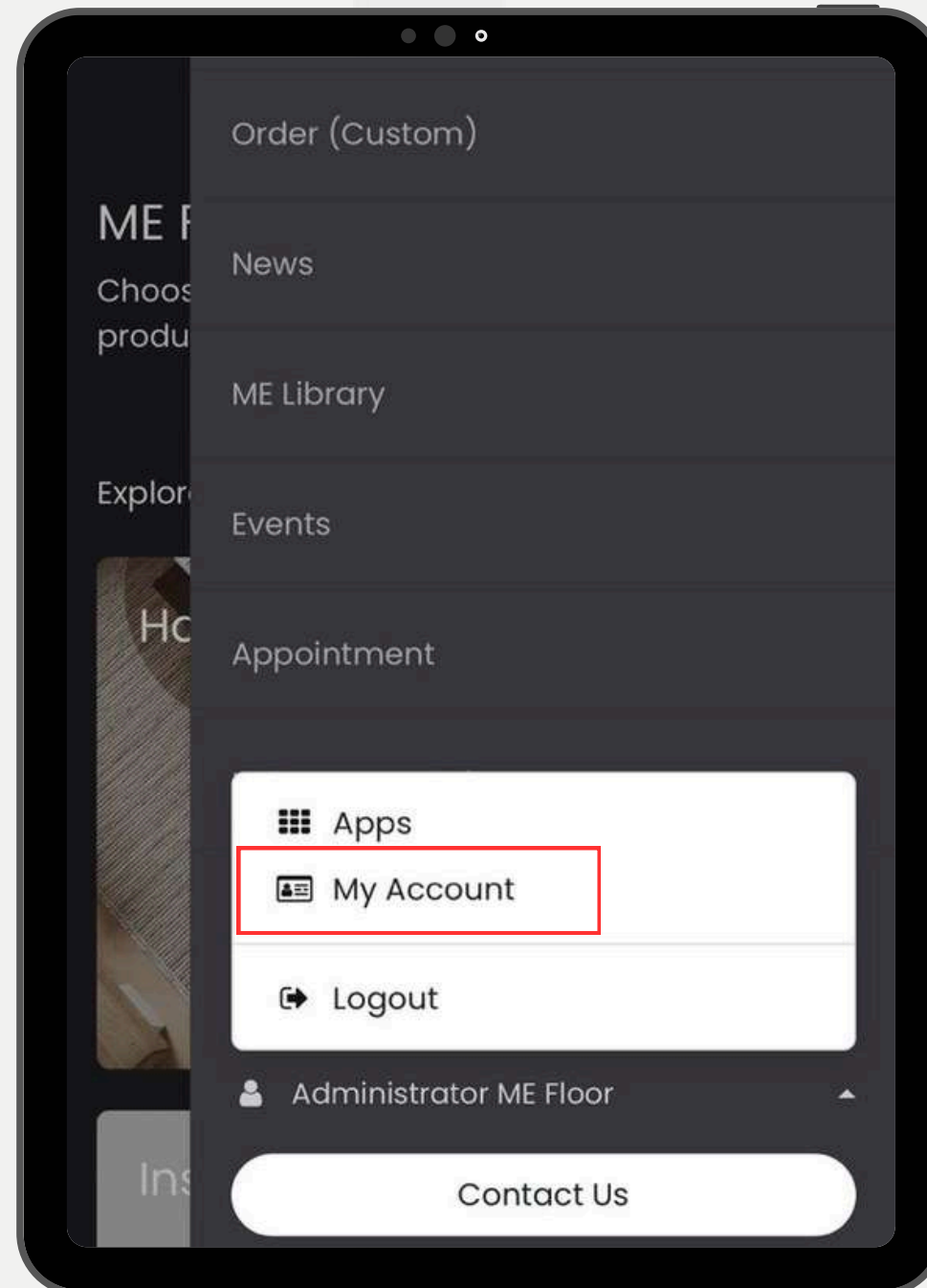


03 Personal Account (MY Account)

01 Go to "My Account" in the top menu (laptop)

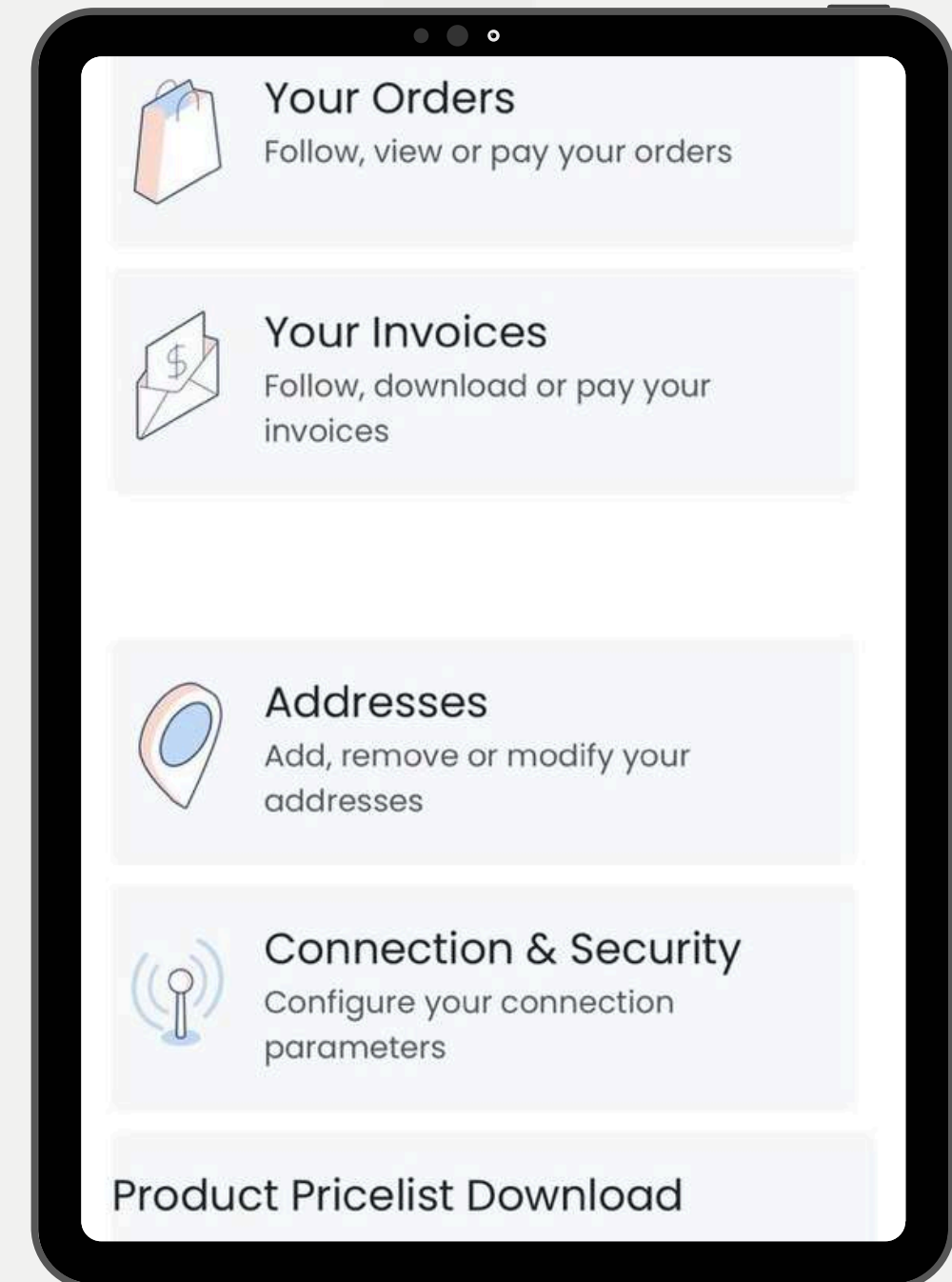


01 Go to "My Account" in the top right corner (mobile)

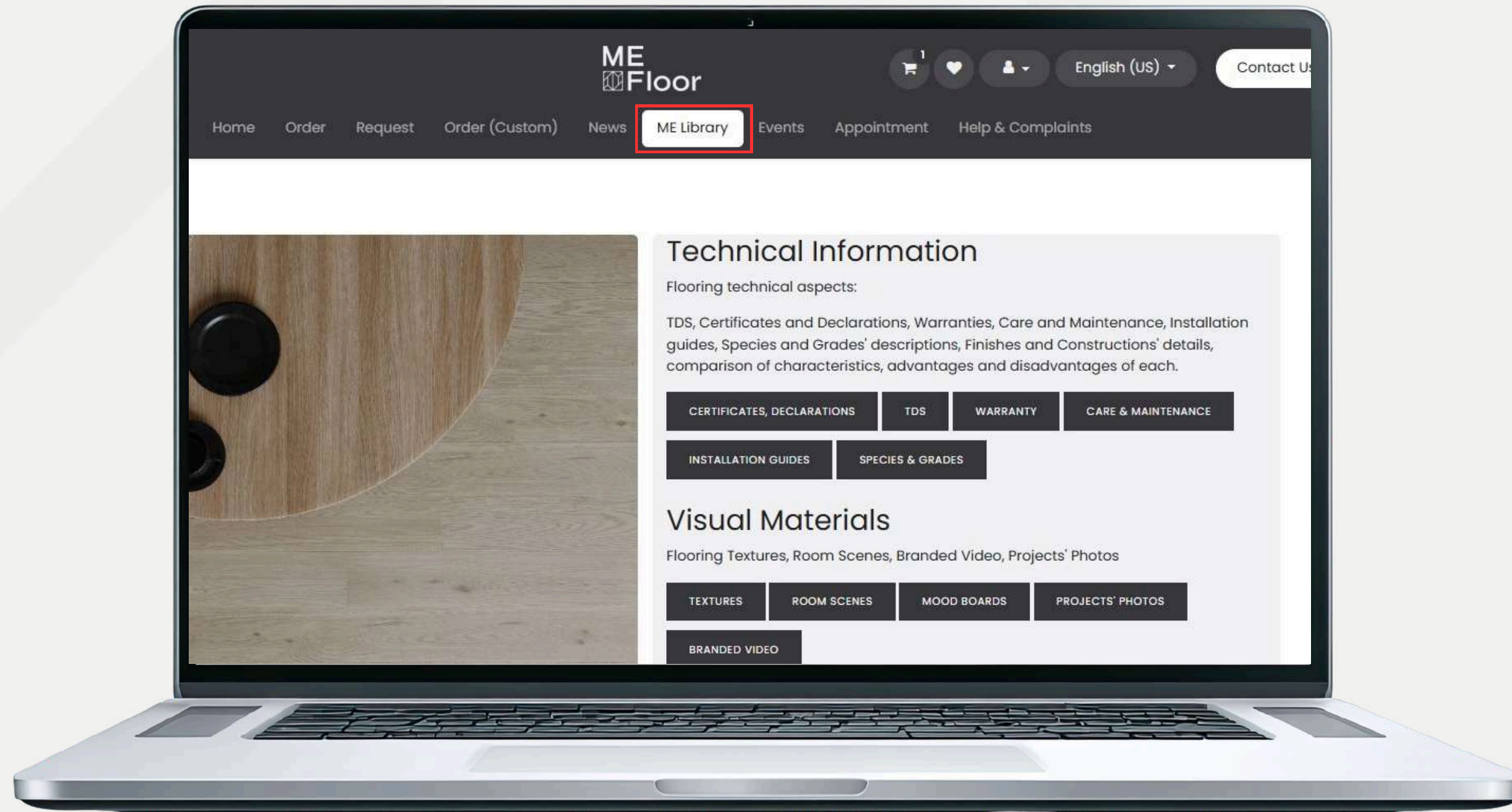


02 Check the list of your placed orders, received Invoices

03 Download Up-to-Date Pricelist



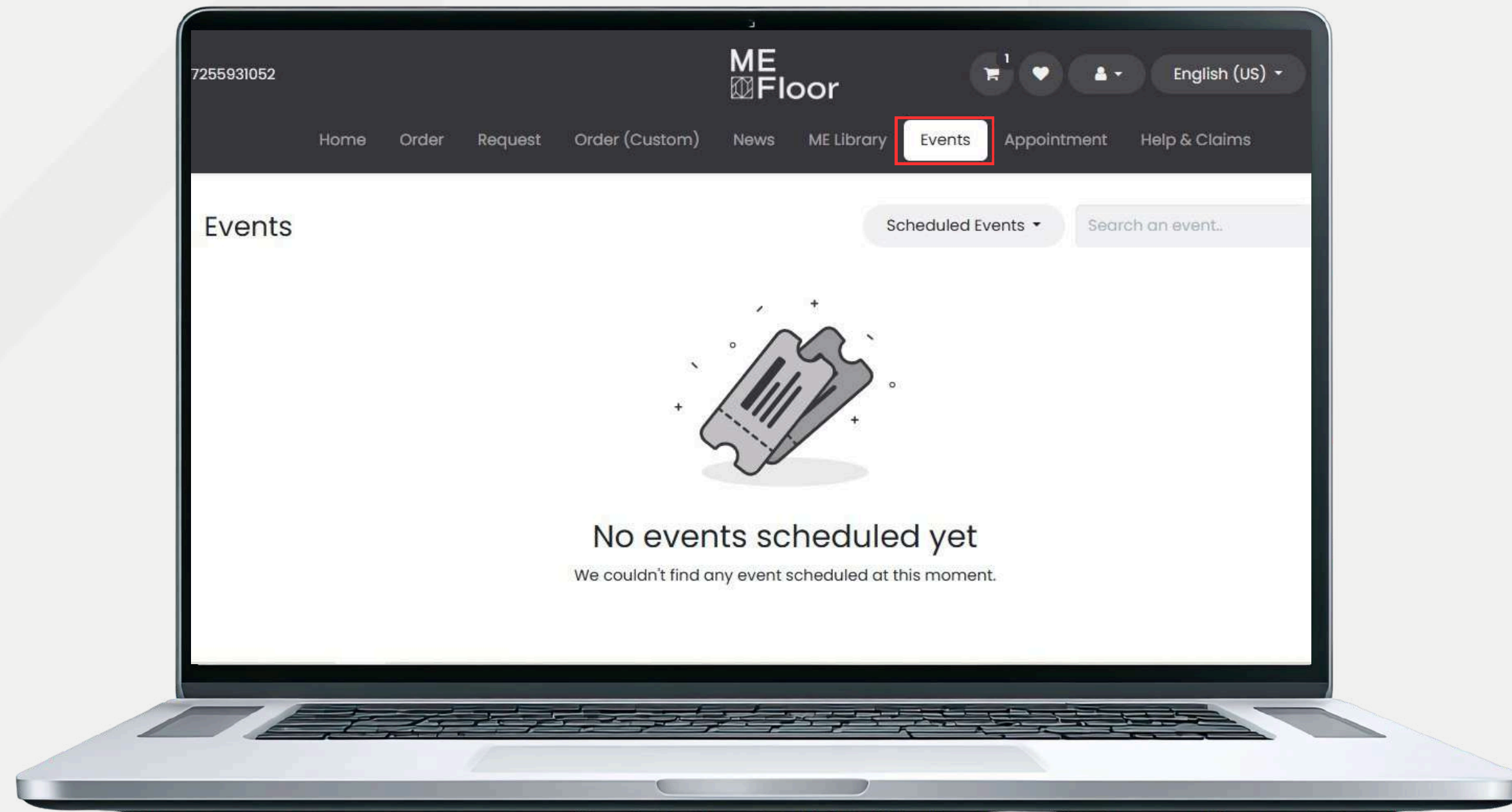
04 ME Library



01 Find **ME Library** Section in the top menu

- find and download needed materials

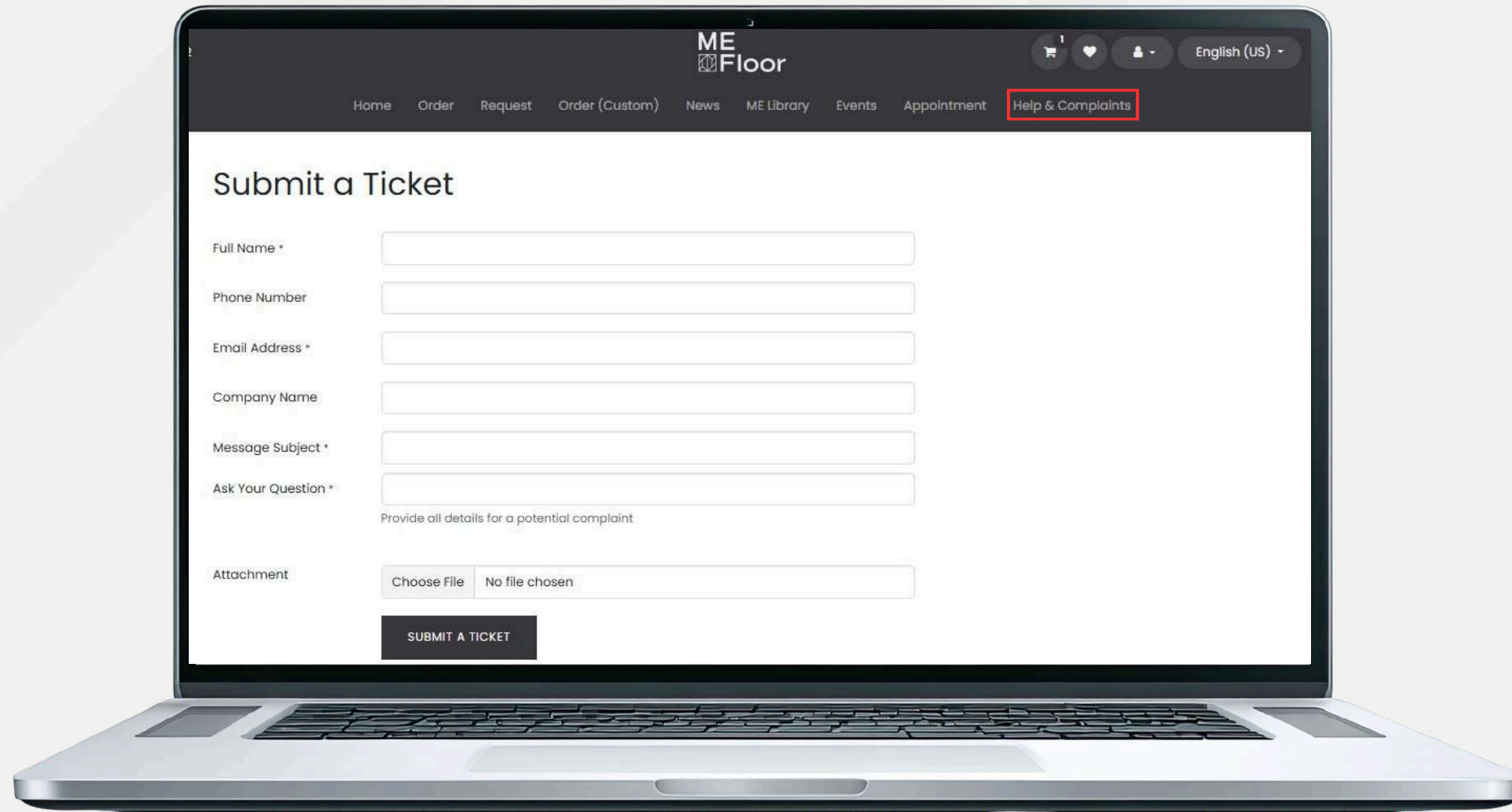
05 Events



01 Find **Events** Section in the top menu

- receive invitations to upcoming ME Floor Events in this section

06 Help & Complaints



01 Find **Help & Complaints** Section in the top menu

- Fill in all the form
- Press “Submit a ticket”

ME Contacts



[me_floor_](#)



[MEFloor1](#)



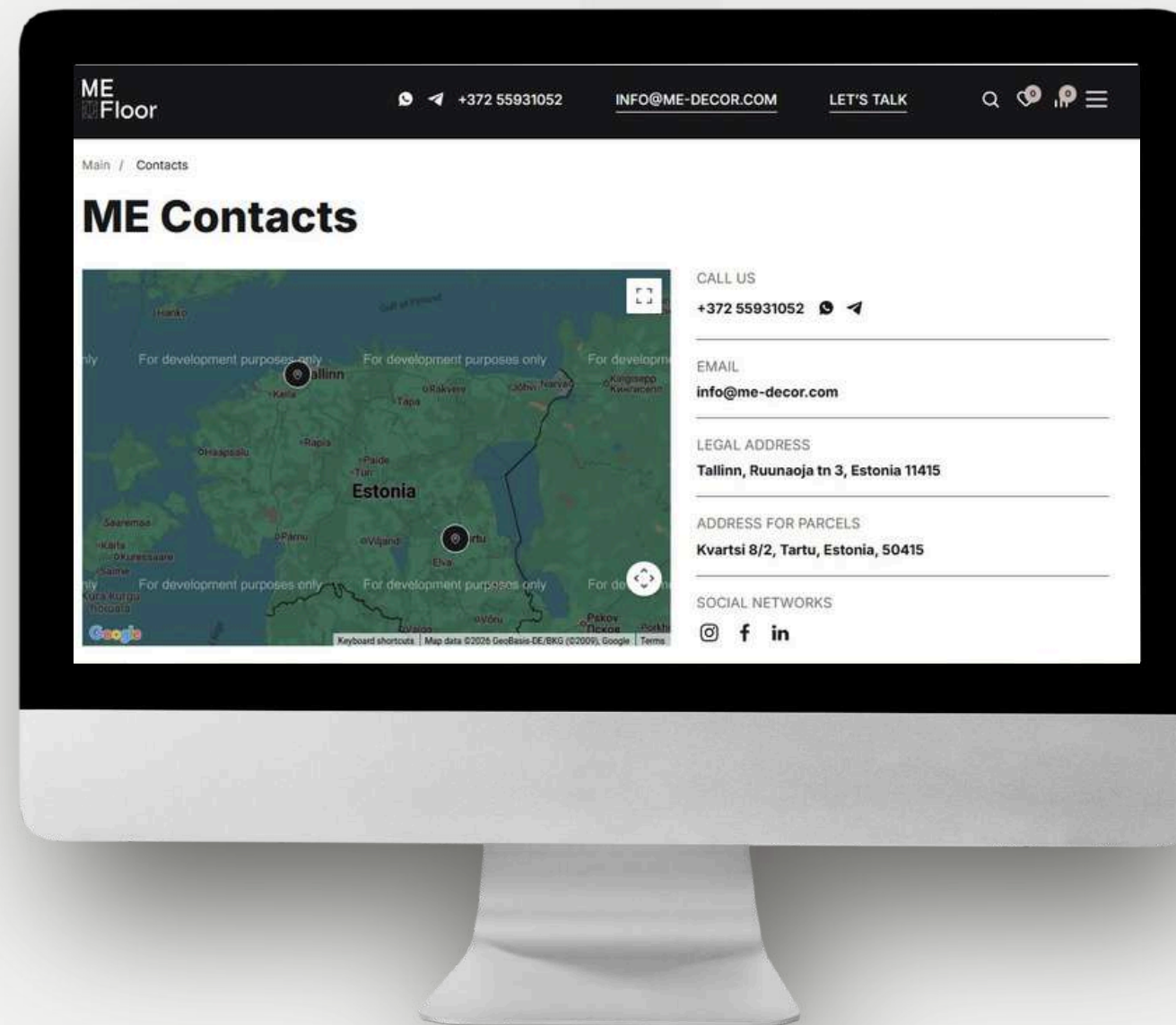
[me-floor](#)



info@me-decor.com



www.me-floor.com



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04 Welcome to come and meet