

Login to Partner portal

Partner portal is available on:

<https://partner.boxnow.bg/>

Login to Partner portal is available to enabled mobile phone number(s) by OTP (one time password).

On the login page input the mobile number and click *Confirm*:

The screenshot shows the login page with the BOX NOW logo in the top left corner. The main heading is "Enter your phone number to log in" with a subtext "We'll send you the login code". Below this is a form with a dropdown menu showing the Bulgarian flag and the phone number "+359 888 888 888". A green "Confirm" button is positioned below the form.

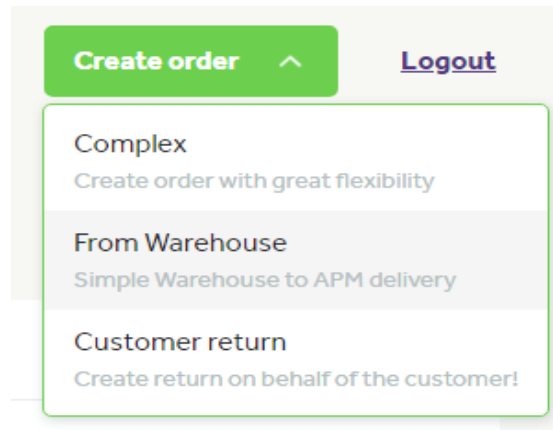
An SMS with the OTP will arrive to the mobile shortly:

Моля, потвърдете влизането си в системата, като използвате следния еднократен код (6 цифрен код) Екипа на Вохпoв.

Input the OTP to the portal and click *Log in*:

The screenshot shows the login page with the BOX NOW logo in the top left corner. The main heading is "Now enter the login code" with a subtext "We've sent it to +38591 123456". Below this is a form with a text input field containing "123456". A blue link "Resend the code" is positioned below the input field. A green "Log in" button is positioned below the "Resend the code" link.

To create a request for delivery in the top right corner click *Create order -> From Warehouse*:



Under *Pick up* select the warehouse from where the parcel is going to be picket up:

* Pick up

loc_id: 2199, DemoWarehouse, 1000 ▾

Warehouse

loc_id: 2199, DemoWarehouse, 1000

Address	Location ID	Location public identifier
test, Sofia, 1000, Bulgaria	2199	-
Note		
-		

If your company has only one pickup location it will be selected by default. If there are any changes to the pickup locations or you need to add some new ones please contact us: integrationsupport@boxnow.bg.

In the *Your customer's details* input the information of the parcel recipient:

Your customer's details

* Full name

BOX NOW Test

* Phone number

 +359 888 888 888

* Email

test@boxnow.bg

This is important as this information will be printed on the shipping label and the contact details will be used by the BOX NOW system to inform the customer that their parcel is delivered to the locker.

In the *Delivery address* field select the locker the parcel will be shipped to, the payment method and type the total price:

Delivery address

* APM number

* Payment method

Prepaid Cash on delivery

* To collect in BGN

* Return

Not allowed Allowed

You can search and select by typing the locker ID or the locker location name. You can find all the lockers by clicking on this link: <https://www.boxnow.bg/locker-finder>

Once you select the locker the details will be displayed:

* APM number

1840 - Studentski Grad, New Avenue

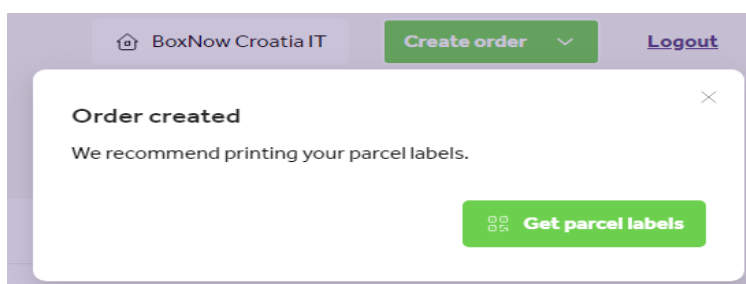
1840 - Търговски център New Avenue, жк. Студентски град

Address	Location ID	Location public identifier
ул. Проф. арх. Храбър Попов №14, София, 1734, Bulgaria	1840	-

Note

В сградата на търговски център New Avenue.

Click *Create order* to finish. After order creation you can download the shipping label in the prompt in the top right corner by clicking *Get parcel labels*.



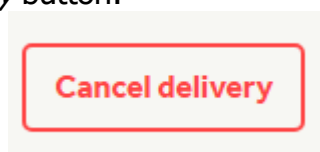
A PDF with the shipping label will be provided for you to download, print etc.

Cancel delivery request

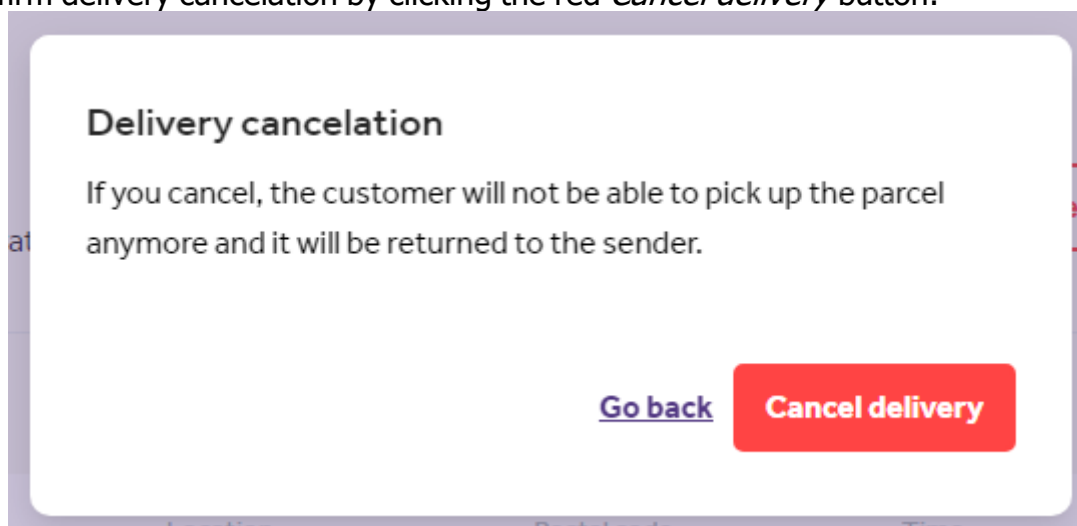
To cancel a delivery request in the portal click on the parcel number in the order list:

Order	Parcel number	Name	Updated	Status	Created
0983956625	8796355326	Ivan Horvat	16:24, 3/2/20;	New	16:24, 3/2/20;

and click on the *Cancel delivery* button:



confirm delivery cancelation by clicking the red *Cancel delivery* button:

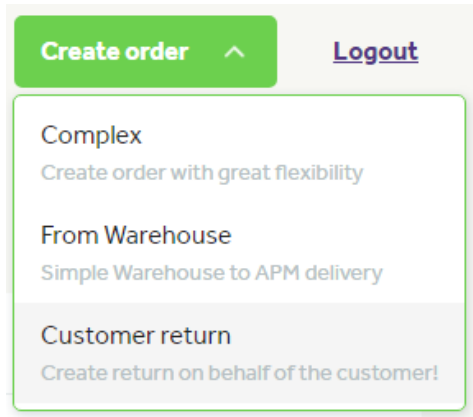


The order status will change to *Canceled*.

Create Customer return

To create a customer return in the top right corner click:

Create order – Customer return



In the Address field type *Sofia*. This setting is required for the system to work properly.

Address

Q Sofia ✕

Put the distance scroller on maximum. This setting is required for the system to work properly. The customer can use any locker to put the returning parcel in.

Distance from address

Apm distance radius 100 km

ⓘ APM found in the larger area, return might be uncomfortable for the user

Input your customers details:

Your customer's details

* Full name

* Phone number

* Email

Select your warehouse where the return parcel should be delivered to:

* Warehouse

loc_id: 2199, BOX NOW Sales WH, ... ▾

BOX NOW Sales WH

-

<i>Address</i>	<i>Location ID</i>
str. Luba Velichkova 7, Sofia, 1000, Bulgaria	2199
<i>Note</i>	
-	

Click *Create order* button.

A return order is created and a shipping label is generated.

The customer will receive an email with the shipping label. The customer should use the number of the shipping label to open the locker and put the returning parcel inside.

	Важат общите условия за обслужване, които са публикувани на уебсайта на компанията и са на разположение в централата ѝ	
WWW.BOXNOW.BG		
ПРИДРУЖАВАЩО ПИСМО ЗА ПРЕВОЗ Дата на издаване: пн 03.04.23 г. 11:22 ч.		
Изпращач Rumen Vatkov +359888716064 rumen.vatkov@gmail.com	Получател BOX NOW Sales Test Zdravnitza.com	
Адрес за доставка test Sofia, 1000		
Номер на пратка 3919685670 1 Prepaid		
Склад SOF	Тегло 0.00 kg	
Линия BSOF010 - TEST	Позиция 199/3	
	BoxNow OOD Бул.Цар Освободител 10 1000 София BG206892501	Телефон за контакт: TБDTБD Общ лиценз of СРС СРС Регистрация: TБDTБD info@boxnow.bg

The customer can use any locker for the return with the number of the shipping label to open it.

Here is an example of how to create an HTML button and pass the appropriate parameters url on our web page.

```

<body>
<input type='button' value='Returns with BoxNow' onclick='redirectPage()' />

</body>

<script>

<!--Here are the three values that you need to pass to our URL-->
let redirectPage = () => {

let v1 = '<-- Here goes your Partner ID -->';

let v2 = '<-- Here goes your Warehouse Location ID -->';

let v3 = '<-- Here goes your E-SHOP name -->';

const url = "https://boxnow.bg/returns-step-one/" + v1 + "/" + v2 + "/" + v3;

window.location.href = url;
}

</script>

```

- Alternative implementation 1

It is also possible instead of JS script implementation, the information to be sent via simple href tag.

```

<a href="https://boxnow.bg/returns-step-one/<eShopID>/<eShopWH_ID>/<eShopName>" target="_blank">Return a parcel via BOX NOW</a>

```

- Alternative implementation 2

It is also possible instead of href tag implementation, the information to be sent via simple link.

```

https://boxnow.bg/returns-step-one/<eShopID>/<eShopWH_ID>/<eShopName>

```