

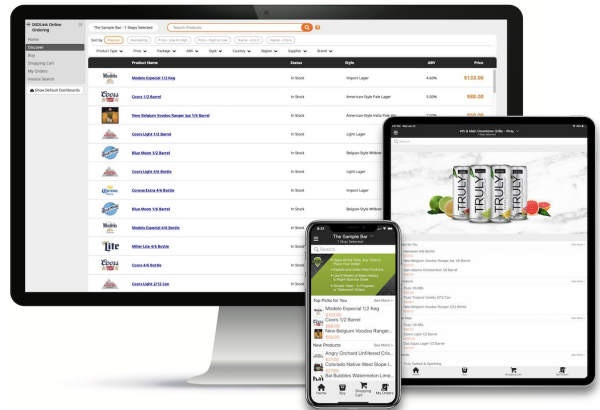


ONLINE ORDERING WITH DSDLINK

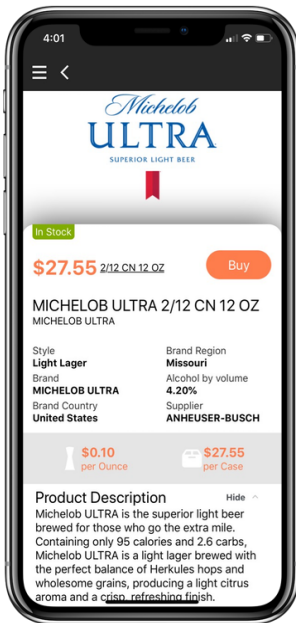
Place your beverage orders anywhere, at any time, on any device with DSDLink. Be informed with up-to-date pricing, inventory information, product specs, account information, and delivery notifications.

DOWNLOAD & GET STARTED IN MINUTES

1. Search for 'DSDLink' on the App Store/ Google Play to download the app or visit DSDLink.com to access the desktop version.
2. Sign up with your email address.
3. Link to your distributors
4. . Begin placing orders!



ORDER ANYWHERE AT ANYTIME!



- Explore and order new products
- Place orders for today or for your next scheduled delivery
- Use recent sales history to right-size the order for products
- Take advantage of discounts and promotions
- Know about new products
- Order for multiple accounts

TRACK YOUR ORDERS

- Follow your delivery with 'Delivery Tracker'
- Edit upcoming orders for any last minute changes
- Be informed with accurate pricing for the day of delivery
- View previous orders and account history
- Delivery notifications



GET STARTED WITH YOUR SMARTPHONE/TABLET

1. Sign up

- Download DSDLink from the App Store or Google Play
- Tap 'Sign up'
- Enter your Email, Full Name, & Mobile Number
- Tap sign up again



2. Receive Email/Reset Password

- Login to to your email on your phone
- Wait for an email from Info@dSDLINK.com
- Open the email and tap 'Reset Password'
- Enter an 8+ character password
- Follow the prompts to return to the application

3. Link Your Business to your Distributors

- Log in with your email/password
- Swipe through or skip the tutorial
- Tap on the 'Add a link' button at the top
- Search and select your distributor
- Enter a previous invoice number & your customerID
- Tap 'Add a link'



GET STARTED WITH YOUR COMPUTER

1. Sign up

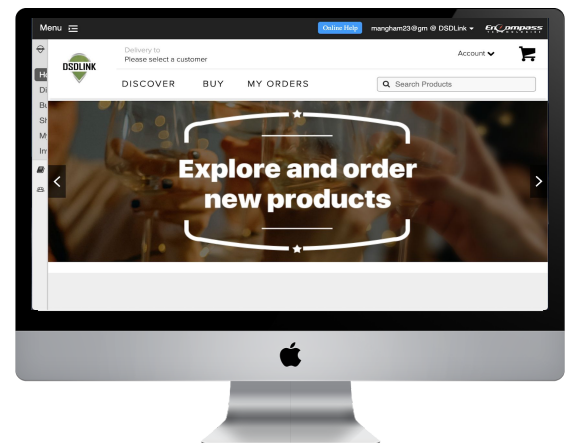
- Go to DSDLINK.com
- Select 'create a free account'
- Enter your Email, Full Name & Mobile Number.

2. Receive Email/Reset Password

- Login to to your email
- Wait for an email from Info@dSDLINK.com
- Open the email and tap 'Reset Password'
- Enter an 8+ character password

3. Link Your Business to your Distributors

- Click menu → show more dashboards
- Click on the home page
- Click 'account' in the top right of the home page.
- Select 'Add a link'
- Search and select your distributor
- Enter a previous invoice number from them & your customer ID
- Click Confirm
- Click your business under 'delivery to' on the home page and begin ordering!



QUICK START: HOW TO USE DSDLINK

HOW TO PLACE AN ORDER:

1. Go to the BUY page → The buy page displays products you are currently purchasing
2. Search the buy page with the search box. Search all products by clicking on orange + icon
3. Enter in the quantities you would like to buy in the purchase box
 - a. Click on 'sales history' to view the quantities you previously purchased
 - b. Click on the product to view product specs
 - c. Take inventory in the inventory box (optional)
4. Go to the shopping cart
5. Select place order. This order will be placed for your next scheduled delivery
 - a. Have any pickups? Enter them in the MEMO box in the shopping cart

HOW TO DISCOVER NEW PRODUCTS:

1. Go to the DISCOVER PAGE → The discover page shows you all of the products available for you to buy
2. Search for a keyword or filter the page by package type, segment, brand, style etc
3. Click on the product
4. Click buy
5. Enter the quantity you would like to purchase

**Pro tip: You can go from the buy page to the discover page by clicking on the orange + icon in top right (on the app) or click 'search all products' (on website).*

HOW TO VIEW OR EDIT PREVIOUS ORDERS:

1. Go to the MY ORDERS page → The my order page is where you can find your current & past orders
2. Click 'edit' to make changes to an existing order
3. Add the products and then click back into the shopping cart
4. Click submit order
5. Click view order detail or invoice PDF to see the order

HOW TO VIEW PAYMENT HISTORY & AR:

1. Click on menu in the top right corner
 - APP: Click on 'paylink' → view bills
 - WEBSITE: Click on 'invoice search'
2. Select AR account and enter in start & end date
3. Click view



HOW TO UPDATE USER SETTINGS:

1. Click on menu in the top right corner
 - APP: Click on settings → user management
 - WEBSITE: Click on home → 'account' → user management
2. Edit roles
3. Click save changes

Need Help? Reach out to your sales representative
or email: support@dsdlink.com

FAQs

Can I edit my order after it has been submitted?

- + Yes! You can edit your order up until the cut off time. To edit an previous order go to the my orders page & click edit order. Add the items to your shopping cart and press submit.

I forgot my password, where can I reset it?

- + You can reset your password on the login screen of the DSDLink app & server.

What if I own multiple retail accounts?

- + You can link to all of your retail accounts using the same user account. Once you have logged in, add a link and repeat for your additional businesses. To toggle between your accounts, on the home page, click on your account name and select a business.

What if I need to request a pick up?

- + To request a pick up, build your order & enter the request in the memo box located on the shopping cart page. Your delivery driver will pick up the items upon your next order delivery.

Where can I find the order cut off time?

- + Click on your account name on the homepage of DSDLink.

Can I request a different date for delivery?

- + You may request a date for delivery on the shopping cart page. However, the request is contingent on the routing schedule. If there is not a scheduled delivery for the requested date, your order will be moved to the next closest delivery date.

How do I know if I placed my order successfully?

- + DSDLink keeps you up to date throughout the entire process, from order to delivery. As soon as you place an order on DSDLink, you will see the order in the My Orders page and receive a pre-delivery notification. You can track your order from the time it leaves the warehouse to when it is at your door. DSDLink will send you automatic order reminders when it is time to place your order.

