



Website User Manual

Thomas Textiles

QLD Member of Alliance Textiles

New Website Launch



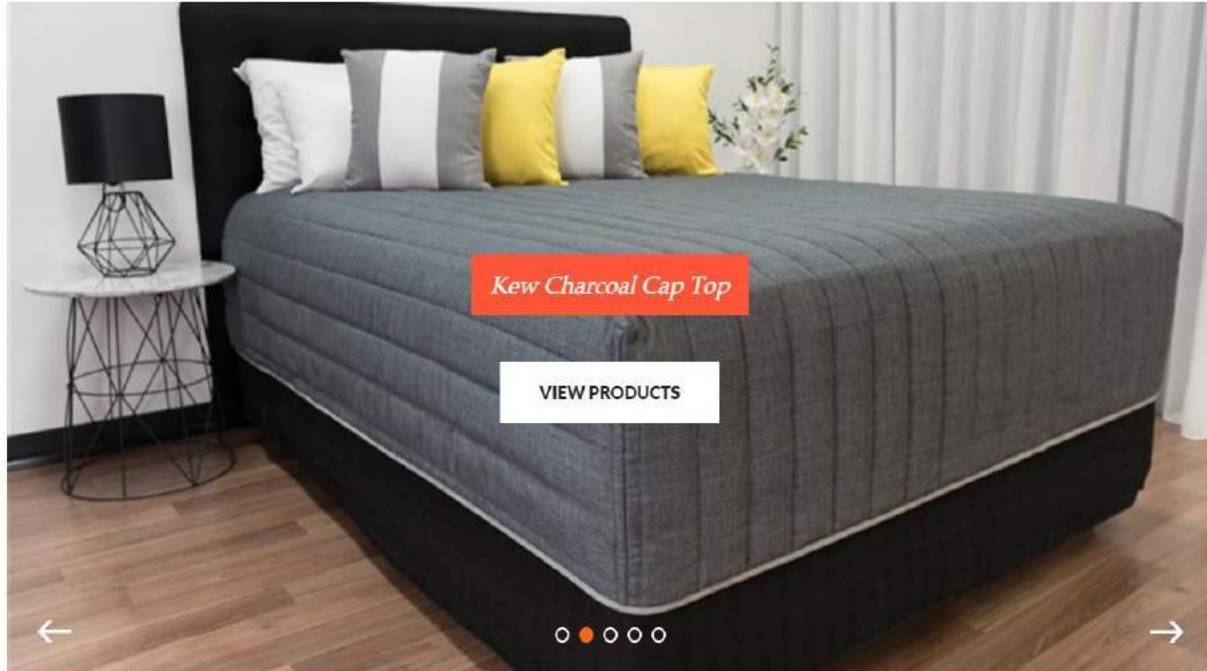
Dear Valued Customer,

WELCOME TO OUR NEW UPDATED WEBSITE.

For the first time you can now place priced orders through this website, to achieve this please follow the guidelines to login and then place an order. Our friendly customer service team and our area managers are at the ready should you need any help. Your custom is always appreciated, hopefully this new addition will make supplying to you a whole lot easier.

www.thomastextiles.com.au

Login Account Application



Step 1

Create an account to see pricing and order directly online!

Visit our website to get started.

In the top right hand corner, click the **Login/Join** tab.

Customers without a web account can still request quotes online, however will not be able to view pricing.



HOME

BROWSE BY

PRODUCT TYPE +

INDUSTRY +

ONSALE +

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LOGIN

APPLY FOR AN ACCOUNT

To open an account with Thomas Textiles you will need an ABN. Once your application has been approved you will be able to login to view pricing and place orders online.

COMPANY DETAILS

Trading name*

Telephone

Registered business name*

Fax

Business Type

Sole trader ▾

Email*

ABN

Mailing Address (include postcode)

ACN

Delivery Address (include postcode)*

Year Est.

Will you accept back orders?

Yes No

Step 2

Fill in your company details below, scroll down & click **Submit Application**

*Note: If you already have a Login, select the **Login Tab** on the left*



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the details are different than owner/manager

CONTACT DETAILS: PURCHASING

the details are different than owner/manager

I/we agree that we have read, understood and accepted the tradings terms & conditions.

I would like to receive special offers from Thomas Textiles via email.

SUBMIT APPLICATION

SIGN UP TO RECEIVE
OUR MONTHLY SPECIALS

Name

Email

SUBSCRIBE



Email sales@thomastextiles.com.au | Phone (07) 3274 2066

Step 3

Once you have submitted your application, your request will be processed by one of our staff members.

Once you receive a confirmation email with your **username**, you will be able to set your own password and access our website.

Placing Orders & Quotes

ABOUT SUPPORT CONTACT

SEARCH

LOGIN/JOIN

CART ¹



HOME

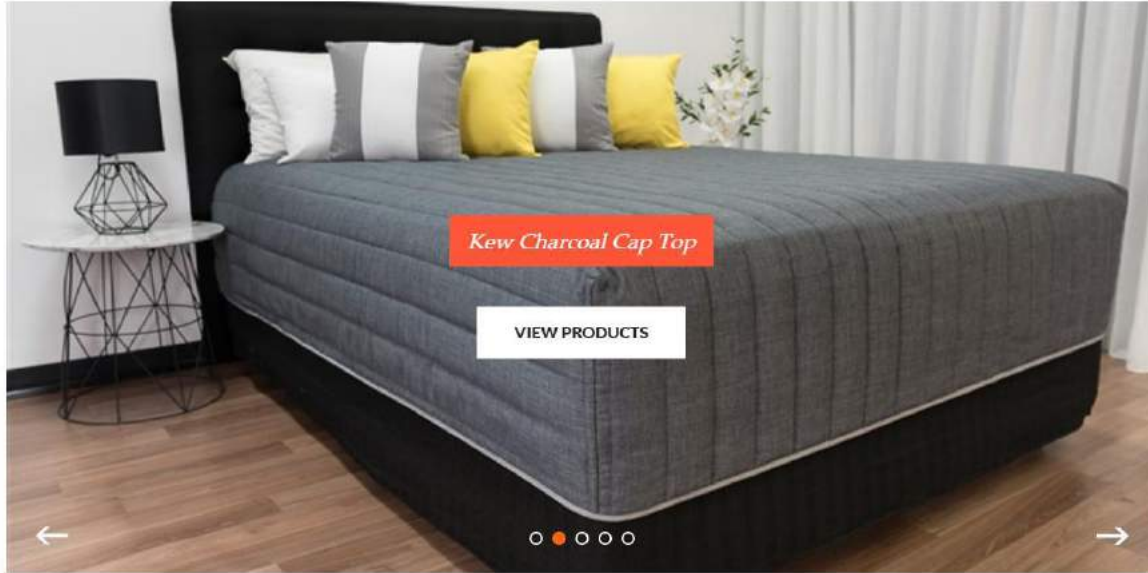
BROWSE BY

PRODUCT TYPE +

INDUSTRY +

ON SALE +

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Step 1

Login and browse by **Product Type** or **Industry** to see our extensive product range.

If you don't already have an account, you can request a quote following this same process.

Note: Pricing is only visible for customers who create an account and are logged in.



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PRODUCT TYPE +

INDUSTRY +

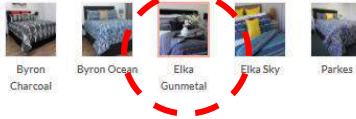
ON SALE +

CALL 07 3274 2066



• Pillow Cases included in the sets

Available Colours



Available Styles

Comforters/Coverlets

PRODUCT NAME QTY PRICE

Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - King Single 170x235cm 0

Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - Queen/King 245x235cm 0

REQUEST QUOTE



DELIVERY QLD WIDE



EASY RETURNS



FAST RESPONSE

Step 2

Once you have selected a product range, choose the desired design by clicking the **colour tile** followed by **Size** and **Quantity**.

Once complete, click **Add To Cart/Request Quote** to add the items to your cart.



HOME

BROWSE BY

PRODUCT TYPE +

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▼ Pillow Cases included in the sets

Available Colours



Byron Charcoal



Byron Ocean



Elka Gunmetal



Elka Sky



Parkes

Available Styles

Comforters/Coverlets



DELIVERY QLD WIDE



EASY RETURNS



FAST RESPONSE

| PRODUCT NAME | QTY | PRICE |
|---|-----|-------|
| Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - King Single 170x235cm | 0 | |
| Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - Queen/King 245x235cm | 0 | |

REQUEST QUOTE

Step 3

To continue shopping, simply keep browsing and selecting your products.

To view your shopping cart and place an order or quote, click the **cart icon** at the top right of the screen.



HOME

BROWSE BY



PRODUCT TYPE +

INDUSTRY +

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ORDER LIST

| | Product | Quantity |
|---|--|----------|
| x |  <p>Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - King Single 170x235cm</p> | 3 |
| x |  <p>Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - Queen/King 245x235cm</p> | 1 |

Update Quote Request

Place Order

*All non-priced items will be quoted prior to processing

*All orders will be confirmed prior to dispatch

Step 4

Confirm your order by clicking **Place Order/Place Quote** and fill in your contact and shipping details.

One of our customer service officers will get back to you within 1 business day for confirmation of your Order or Quote.

Note: If you are not Logged in, the Order tab will say **Place Quote**

SUBMIT YOUR ORDER

CONTACT DETAILS

First name * Last name *

Company name (optional)

Country / Region *
Australia

Street address *
House number and street name
Apartment, suite, unit, etc. (optional)

Suburb *

State *

Postcode *

Phone *

Email address *

SHIP TO A DIFFERENT ADDRESS?

Order notes (optional)

If you have a Purchase Order you can place it here (optional)

YOUR ORDER

| Product | Total |
|--|------------------|
| Plush Mattress Protector - Single 91x190cm × 1 | POA |
| Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - King Single 170x235cm × 3 | POA |
| Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - Queen/King 245x235cm × 1 | POA |
| Easy Wash Bed Linen - White - Double Flat 225x275cm × 3 | POA |
| Easy Wash Bed Linen - White - Queen Flat 250x275cm × 2 | POA |
| Subtotal | \$0.00 |
| Shipping | Flat rate |
| Total | \$0.00 |

Please Note

All orders will be confirmed by a Sales Order Acknowledgement prior to despatch. Shipping fees may vary based on location and has not been reflected in the total cost above.

FINALISE ORDER

Step 5

Make sure your details are all correct before finalizing.



ORDER RECEIVED

ORDER DETAILS

QUOTE NUMBER: 11155204863 | DATE: September 8, 2021

| Product | Quantity |
|---|-----------|
| Plush Mattress Protector - Single 91x190cm | 1 |
| Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - King Single 170x235cm | 3 |
| Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - Queen/King 245x235cm | 1 |
| Easy Wash Bed Linen - White - Double Flat 225x275cm | 3 |
| Easy Wash Bed Linen - White - Queen Flat 250x275cm | 2 |
| Subtotal: | \$0.00 |
| Shipping: | Flat rate |
| Total: | \$0.00 |



Thanks for your order!

Your order has been received and is now being processed. Your order details are shown below for your reference:

Order #11155204863

| Product | Quantity | Price |
|---|----------|--------|
| Plush Mattress Protector - Single 91x190cm | 1 | \$0.00 |
| Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - King Single 170x235cm | 3 | \$0.00 |
| Printed Comforters/Coverlets (Ready Made) - Elka Gunmetal - Queen/King 245x235cm | 1 | \$0.00 |
| Easy Wash Bed Linen - White - Double Flat 225x275cm | 3 | \$0.00 |

Step 6

Once you have confirmed your order, you will receive a confirmation email. Once our staff process your order, you will receive a Sales Order Acknowledgement followed by an Invoice for payment. Once we receive payment, we will then prepare your order for dispatch.

Website FAQ

- **I'm an existing customer, why do I need to create a Login/Web Account?** We have recently added new shopping features to our website. To access these new features, you need to create a Login Account. Follow the prompts to create an account to see pricing and place orders online.
- **I've sent through my request for a Login Account, but I still can't Login?** It takes approximately 1 business day to set up your web account. While you're waiting for your application to process, you can request a quote online or give us a call to place orders or request pricing.
- **I've forgotten my password or username:** To reset your password or username...Otherwise, you can call the office and we can reset it for you.
- **I've never bought from you before, can I still request a Login Account?** No! We need to set you up a wholesale/business account through our accounts department. Only then can you apply to for an Online account.
- **I can't see pricing on the website?** You need to log in to see pricing.
- **I can't login with my email?** When you receive your confirmation email after completing the Account Application, you will receive an email with your Username and a link to create your password. Your Username is also your account number, which is how we verify you in our system. This cannot be changed.
- **Can't find the answer your looking for?** Call us for assistance.

Contact



Thomas Textiles

52 Colebard Street East

Acacia Ridge 4108

Phone: 3274 2066

Fax: 3274 2263

Email: sales@thomastextiles.com.au

Web: www.thomastextiles.com.au

Territory Manager

Katrina Shearer: 0413 057 507

KatrinaS@thomastextiles.com.au

To request a quote or place an order, please call us at the office or send us an email.