

Welcome to

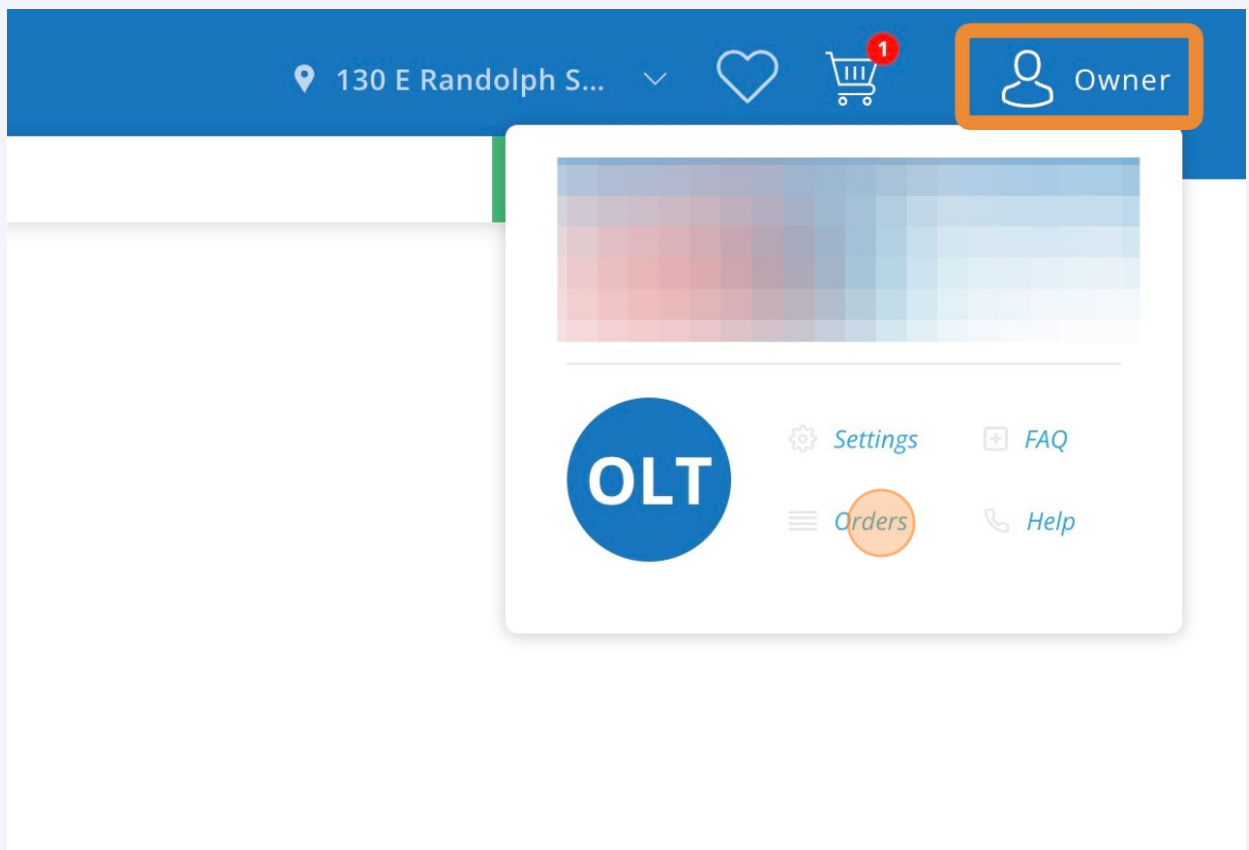
Lessen[®] MARKETPLACE



Using the Lessen Marketplace - Order updates

Log in to the portal and access the Lessen Marketplace from the top navigation bar.

1 "Orders" are accessible through the dashboard menu



2

All orders show up here. They are searchable through the filters. Additional filters are available by clicking "see more filters". To see order details, select an order

ORDERS | records found: 1

Refunds Only Order # Status Property Member [Clear all](#)

[Show More Filters](#)

Order ID	Date	Status	Items	User	Total
167956	12/6/2023 3:44 pm	Processing	1	Owner Lessen Test	\$616.97

[Contact us](#)

3

This view shows all details about a specific order, including the order status,

Order #167956 PROCESSING
Ordered on Dec 6, 2023

This order is: Tax Exempt

Ship and bill to TEST

Payment method

..... 1111

Transactions

Products	\$599.00
Vendor Fees	\$0.00
Est. Sales Tax	\$0.00
Payment Fee	\$17.97
Order Total	\$616.97

Items | 1

[add all to cart](#) [Open Support Ticket](#)

Lowes For Pros - Lessen Order sent to vendor Items are on their way Items have been delivered [Contact us](#)

4

From an order page, support tickets can be opened with order support and items can be added to cart for repeat orders

The screenshot displays an order page for Order #167956, which is in the 'PROCESSING' stage and was ordered on Dec 6, 2023. The page features a blue header with the order number and status. Below the header, it indicates the order is 'Tax Exempt'. The main content area is divided into sections for shipping/billing, payment method, and a summary table. The summary table lists 'Products' at \$599.00, 'Vendor Fees' at \$0.00, 'Est. Sales Tax' at \$0.00, and 'Payment Fee' at \$17.97, with a total of \$616.97. The 'Items' section shows one item with an 'add all to cart' button. A 'Transactions' section is also visible. At the bottom, there is a progress bar with steps: 'Lowes For Pros - Lessen', 'Order sent to vendor', 'Items are on their way', and 'Items have been delivered'. A 'Contact' button is located in the bottom right corner. Two orange boxes highlight the 'add all to cart' button and the 'Open Support Ticket' button.

Order #167956
Ordered on Dec 6, 2023

PROCESSING

This order is: **Tax Exempt**

Ship and bill to TEST

Payment method

Products \$599.00
Vendor Fees \$0.00
Est. Sales Tax \$0.00
Payment Fee \$17.97

Transactions

Order Total **\$616.97**

Items 1

[add all to cart](#)

[Open Support Ticket](#)

Lowes For Pros - Lessen
Order sent to vendor
Items are on their way
Items have been delivered

Contact