

How to get started

The first steps

We try to make the whole registration process easy. Feel free to contact us if you have any questions!

Step 1: Create your vendor account

Fill out our registration form or give us an email address, which we will then use for the vendor account.

We will set up the account for you, which you can complete in the next step.

With this e-mail address you register on our platform, at the same time it is also the email address to which automatic messages are sent by the system (e.g. notifications about new orders).

You do not have to sign a contract or anything similar with us. If you want to sell through us, then you only agree to our general terms and conditions for vendors. You can find them here: [General terms and conditions for vendors \(for-vegans.com\)](https://for-vegans.com/general-terms-and-conditions-for-vendors)

Step 2: Set up your vendor account

After we have created your account, you will receive an automatic email with your login details and a link to your vendor profile.

Now you can set up your account!

For a guide on how to do this, have a look at [this document](#).

For security reasons, please set a new password when you log in for the first time.

In short, complete your vendor account by:

- filling in all required fields
- uploading your logos
- introducing your company under "Description"
- adding your legal texts
- connecting your Stripe account

Regarding the Stripe account: All payments go through Stripe, you will get the funds credited to your Stripe account in real time.

Step 3: Set up shipping costs

We will send you [this document](#) which we kindly ask you to fill out and return to us. With this information, we will set up a shipping method for you, so you don't have to.

Step 4: Creating products

Now you can set up products.

We recommend that you first create a test product manually, even if you want to import your products via a CSV file. Place the test product in the appropriate category to see if any features are missing that you need for your product(s) (e.g. a certain colour or material).

Manual product creation:

If you decide to import your products manually, check out [this guide](#).

Import via CSV/XML file:

If you want to import your products via a CSV import, please check out [this guide](#) and get in touch with us.

Direct connections to shops and ERP systems:

We offer direct connections to Shopify and Prestashop. We are also currently working on other connections, so please contact us if you have any questions. The advantage of direct connections: Products are created automatically, inventory is synchronised automatically and orders are exported as they come in.

Step 5: Product moderation

After you have successfully submitted your products to our platform, we will review them and translate the descriptions - so all you have to do is wait. Once the products are approved, you will receive an email telling you exactly which products are now live on our website.

Step 6: Your first order

When a customer orders one or more of your products, you will automatically receive an email with the details of the order.

You can also see the order in your dashboard, where you can also add the tracking number of the package once it has been shipped.

You will receive an immediate transfer of the money (minus commission and minus Stripe fees) to your Stripe balance.

This balance will be paid out to your bank account at the end of each month.

Please ensure that you always have sufficient funds (as buffer) in your account to cover possible returns and refunds.

Further information::

The above mentioned documents and files can all be found in our Google Docs.

You can find the entire folder [here](#).

Within our resources you will also find our [FAQ](#) that will hopefully answer most of your questions.

If there's anything whatsoever that we can help you with, don't hesitate to reach out to us, we're always happy to be of assistance.