



Web shop user
instructions



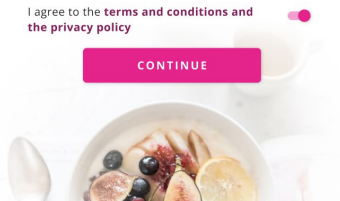
Hello!

Please enter your phone number or email

Phone number or email

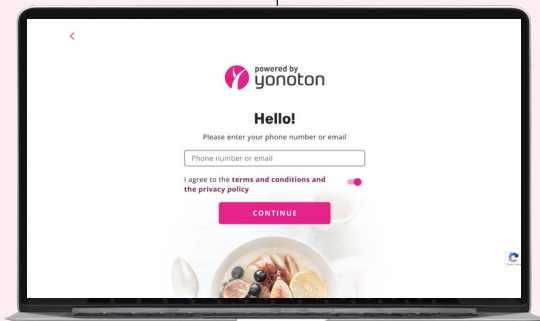
I agree to the [terms and conditions](#) and the [privacy policy](#) ☒

CONTINUE



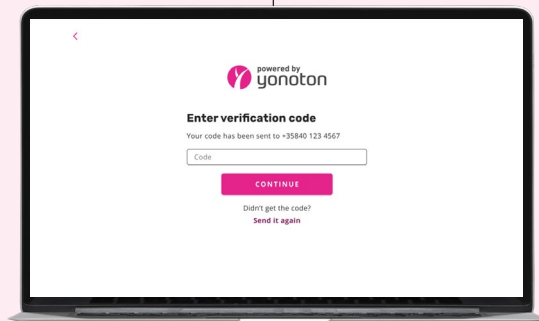
1

Login / Register



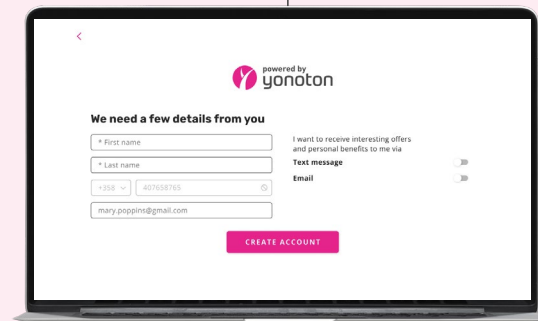
Phone number

Start the process by entering your phone number.



Verification code

You will receive a verification code via SMS – enter it into the text field.

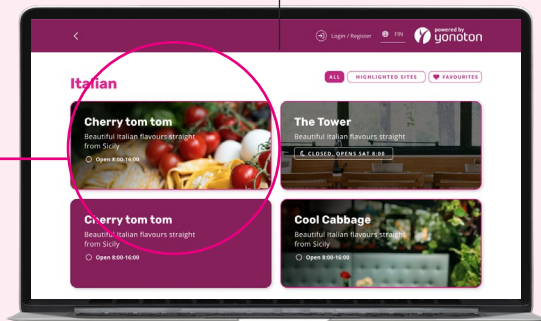


Personal information

After verifying your phone number, you will need to add some personal details such as your name and email address.

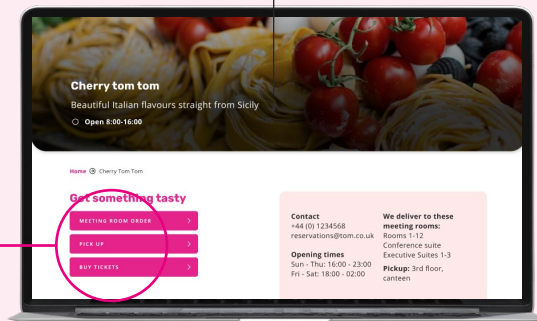
2

Venue listing



Choose a restaurant

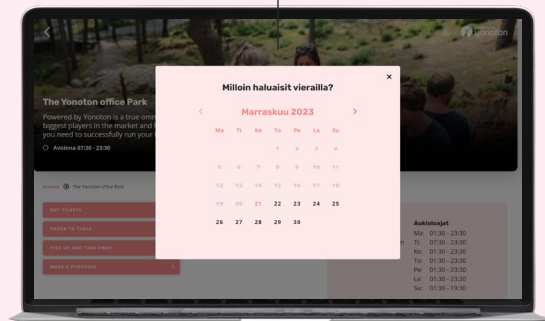
After registration / login process, you will see a list of restaurants to choose from. Pick the one you want to order food from.



Venue page: choose a service

Do you want your food delivered to a meeting room or do you want to pick it up yourself? Or do you want to buy tickets. Choose the service here.

Tickets

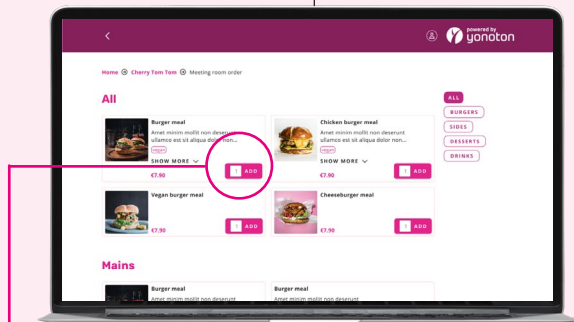


When purchasing tickets, you will be asked for a date as a first step. You can change the date later.

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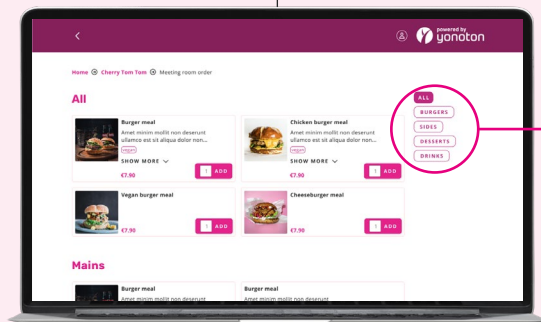
4

Products



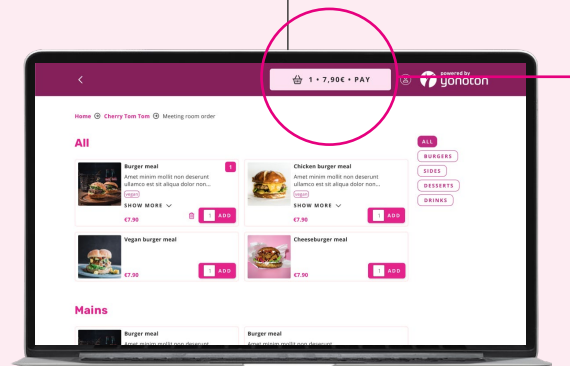
Choose products

Whether you're buying tickets or food items, you will find a list of all the available products that are offered.



Filtering

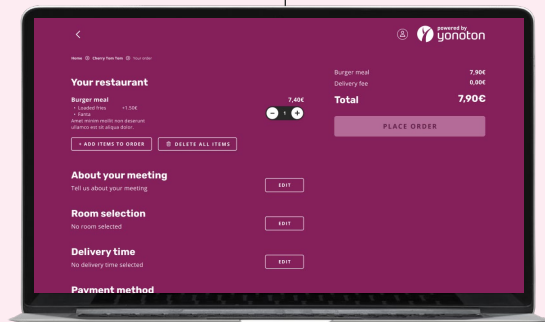
Use the tabs on the right side to filter items according to categories.



Item added

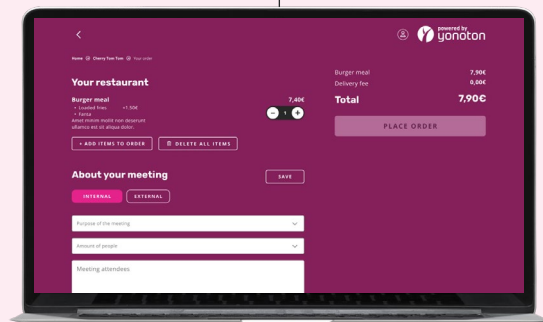
Once you have selected an item, it will show in your basket. This is indicated by the shopping basket button in the top right. Click it to get to checkout.

5 Checkout



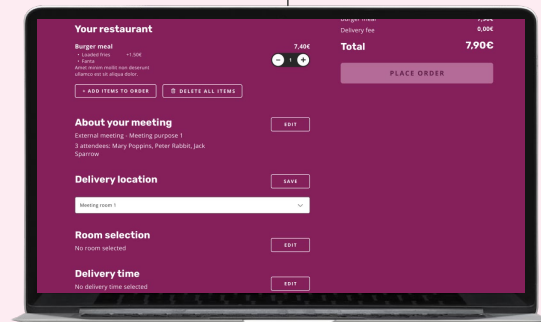
Checkout view

You have selected your items, now it's time to fill in the required fields so that your order can be processed.



About your meeting

Add details about your meeting, like the amount of people attending and what the meeting is for.

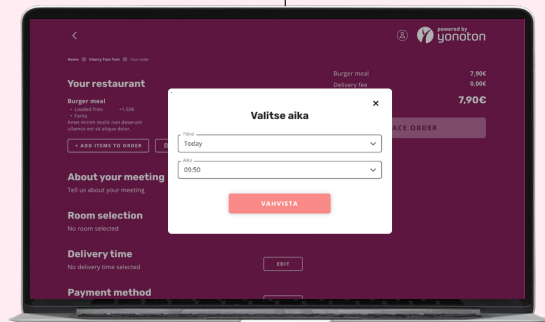


Delivery location

From the dropdown, select the meeting room you wish your food to be delivered to.

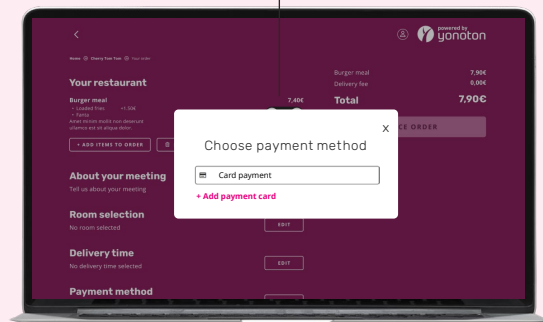
5

Checkout



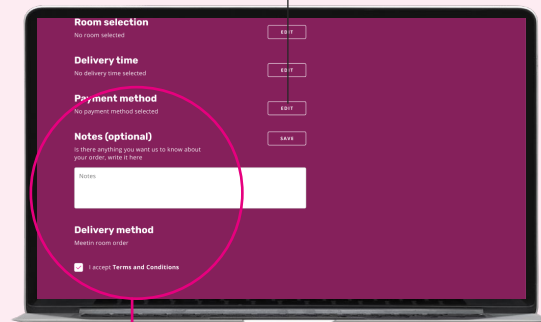
Delivery time

Select a date and time for your order.



Payment method

Select your payment method, or add a new one.

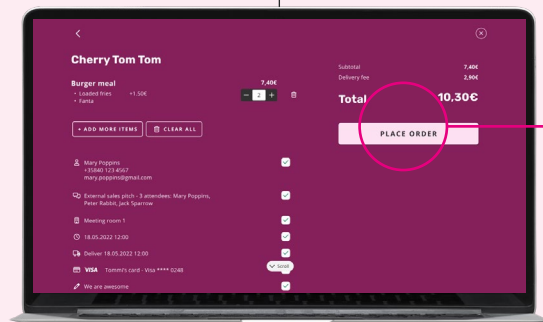


Notes

If you have anything you think the restaurant or delivery people need to know, you can write it here.

5

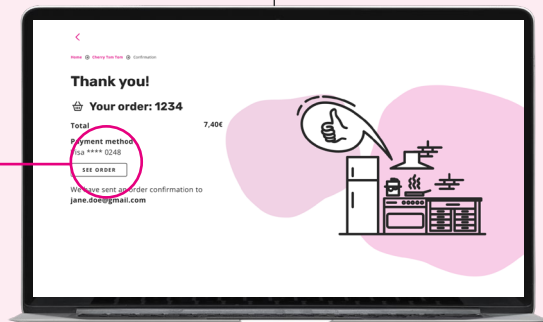
Checkout



Place order

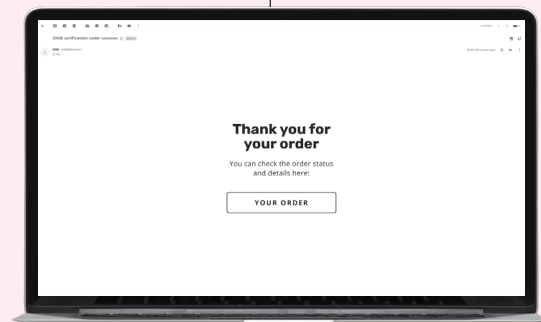
When you have filled in all of the required fields, the order button will become active and you can place your order.

6 Order confirmation



Thank you

You will be directed to a Thank you / order confirmation screen. An email will also be sent with the details of your order.

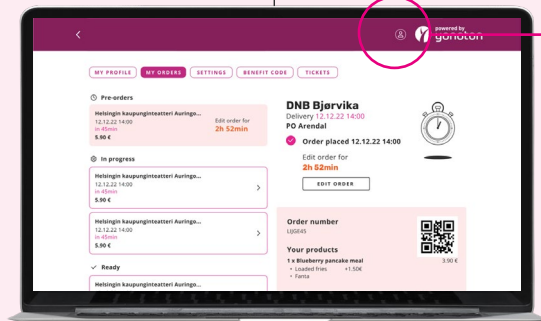


Confirmation email

You will receive an order confirmation to your email with a link to the order.

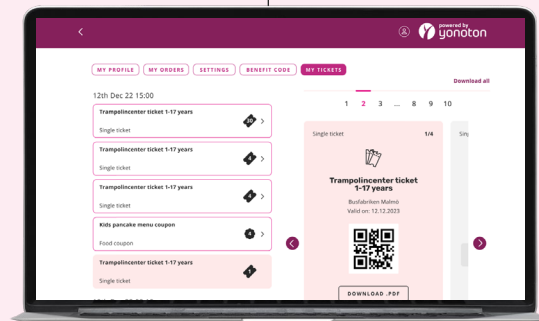
6

Order history



Order history

You can check the status of your current order, and see all your past orders, in the order history tab of your profile. You can click to it directly from the Thank you -page, or you can find it via the profile menu top right.

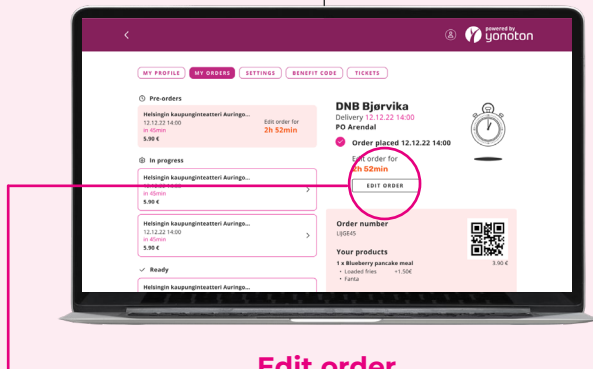


Tickets order history

If you have purchased tickets, you can find them in the My tickets -tab under My profile.

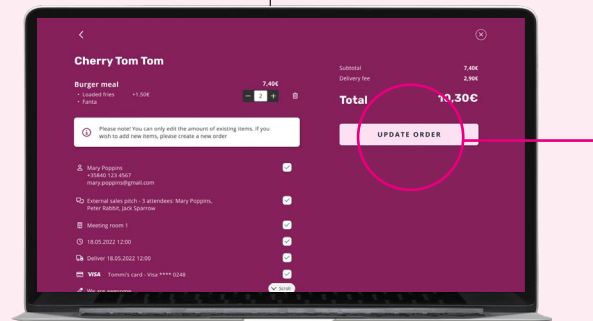
7

Edit order



Edit order

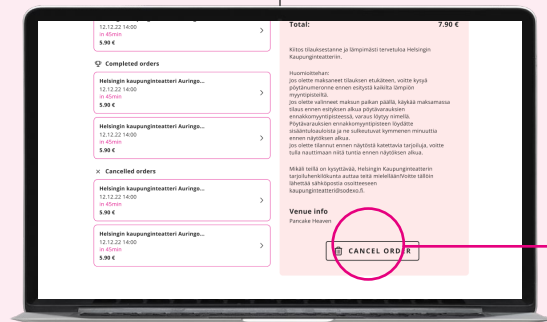
To edit an existing order, just click on the “Edit order” –button that is found inside the order status card. You can edit your order until 1pm the day before.



Update order

After you've done the desired changes to your order, you should click the “Update Order” –button. Please note! You can only edit the amount of existing items. If you wish to add new items, please create a new order.

8

Cancel
order

Cancel order

You can cancel your order from the order history view. The cancel order button will appear at the bottom of the order view.