



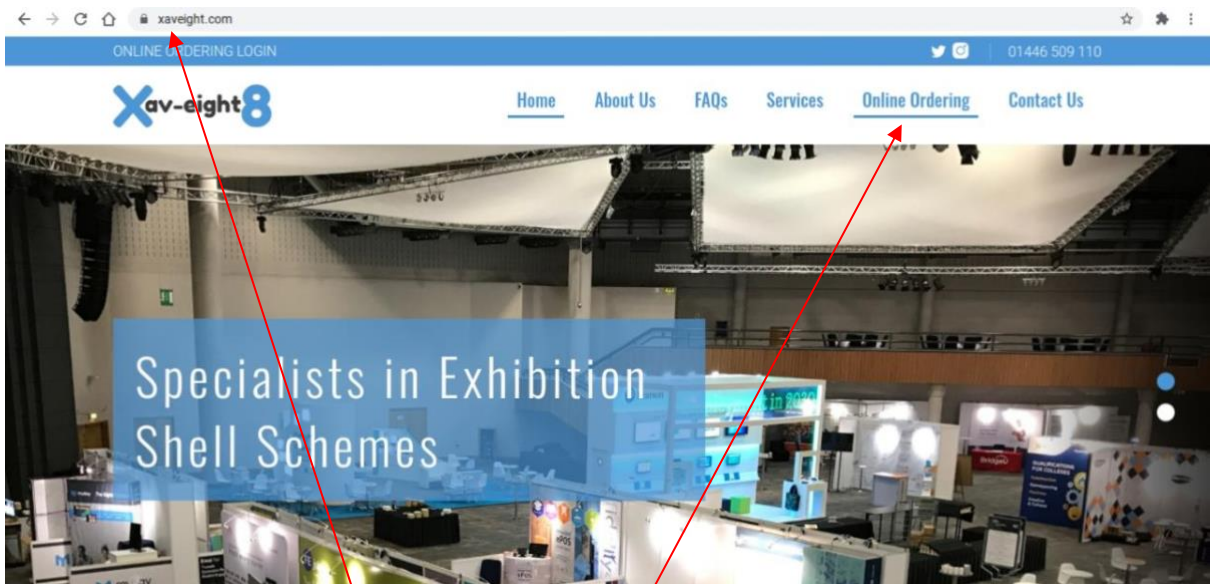
Xav-Eight Limited

Online Ordering Guidelines

All the information you will need to get prices and place your order online.

2021

The easiest way to order your additional stand fitting items, electrical requirements (not main only), furniture, and floorcovering is via the online ordering system on our website;




Step 1 :
Enter www.xaveight.com into your browser.

Step 2:
Click on online ordering tab on the webpage.

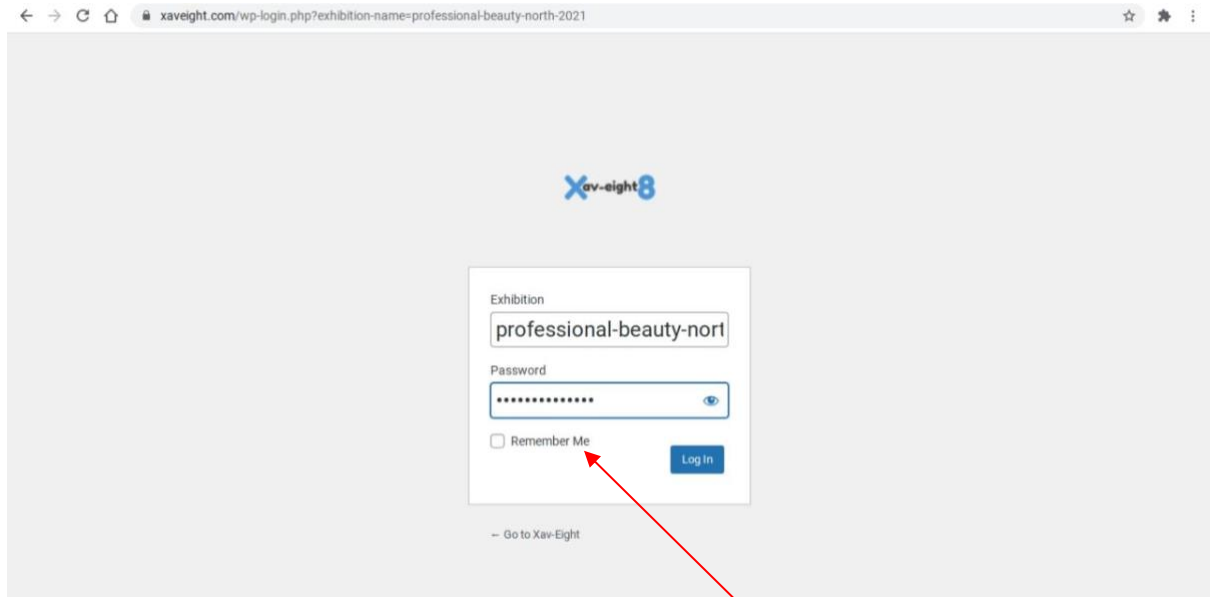
Please see the list of upcoming exhibitions and their respective usernames below. To log into the website simply select the login link for the correct row and have your password ready to enter on the login page.

Exhibition Name	Login Link
WAXSTOCK 2021	Login to Exhibition
HOS LONDON 2021	Login to Exhibition
OM YOGA LONDON 2021	Login to Exhibition
NES CARDIFF 2021	Login to Exhibition
WELSH FITNESS EXPO 2021	Login to Exhibition
FACE 2021	Login to Exhibition
TCS & D Peterborough 2021	Login to Exhibition
GREENTECH 2021	Login to Exhibition
INTROBIZ 2021	Login to Exhibition
AML LONDON 2021	Login to Exhibition
MENTAL HEALTH AND WELLBEING 2021	Login to Exhibition
ABS Birmingham 2021	Login to Exhibition



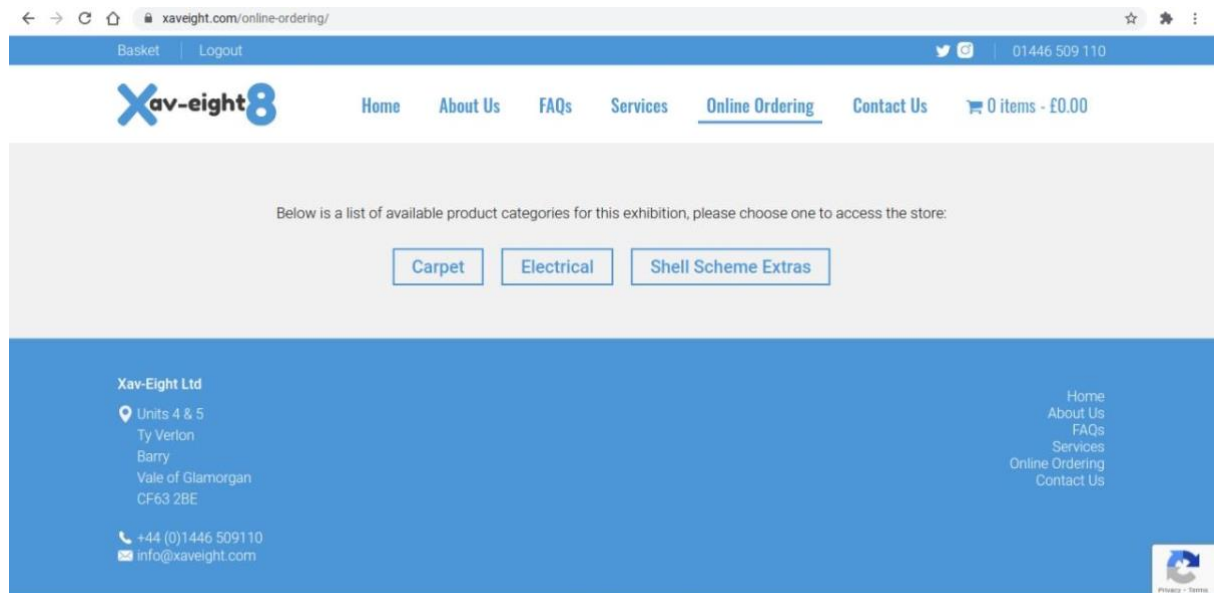
Step 3:

You will need to click on the exhibition name you require from the list.

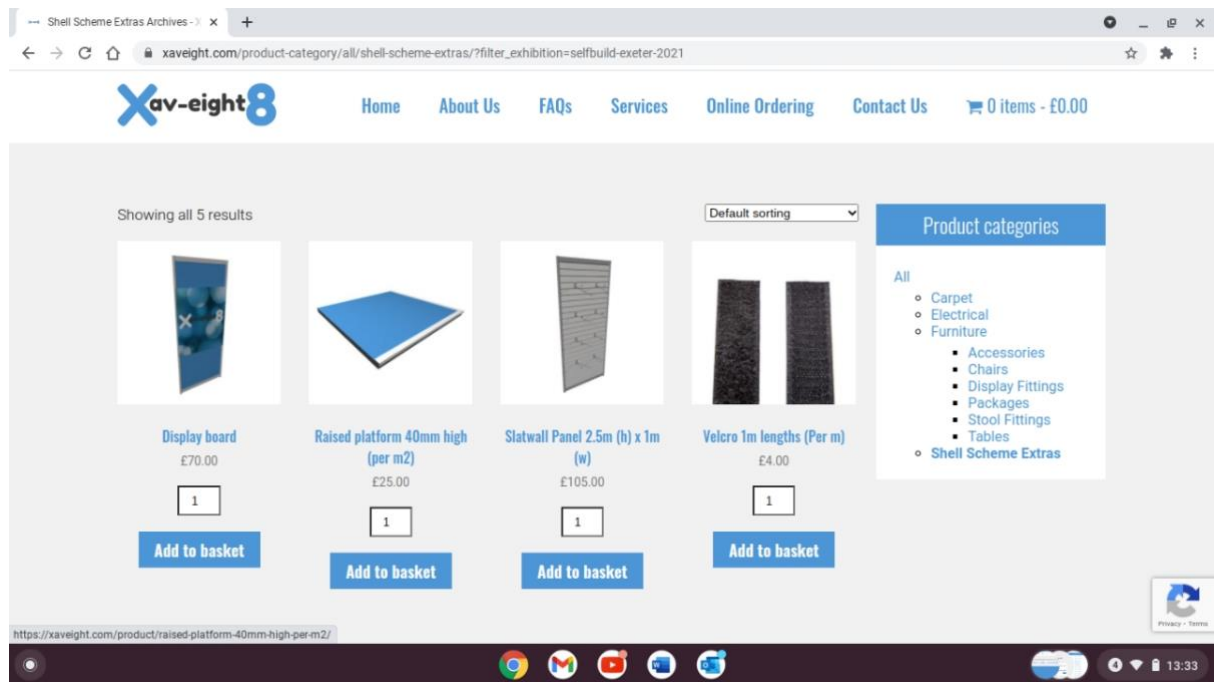


Step 4:

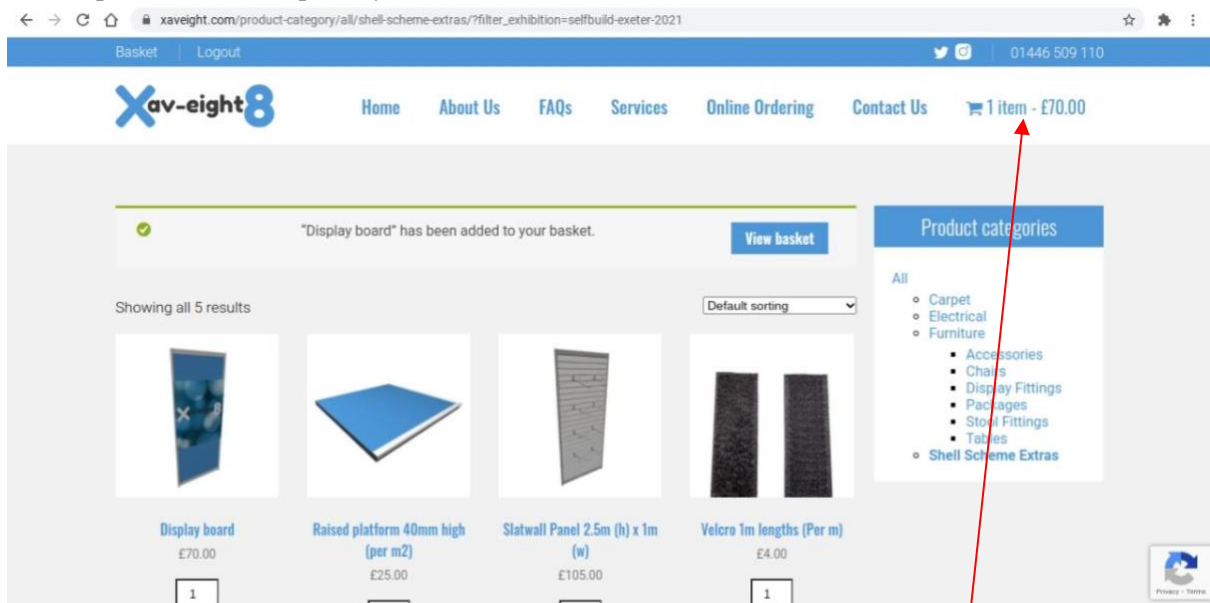
Insert password you will have been provided with from the Exhibitor manual.



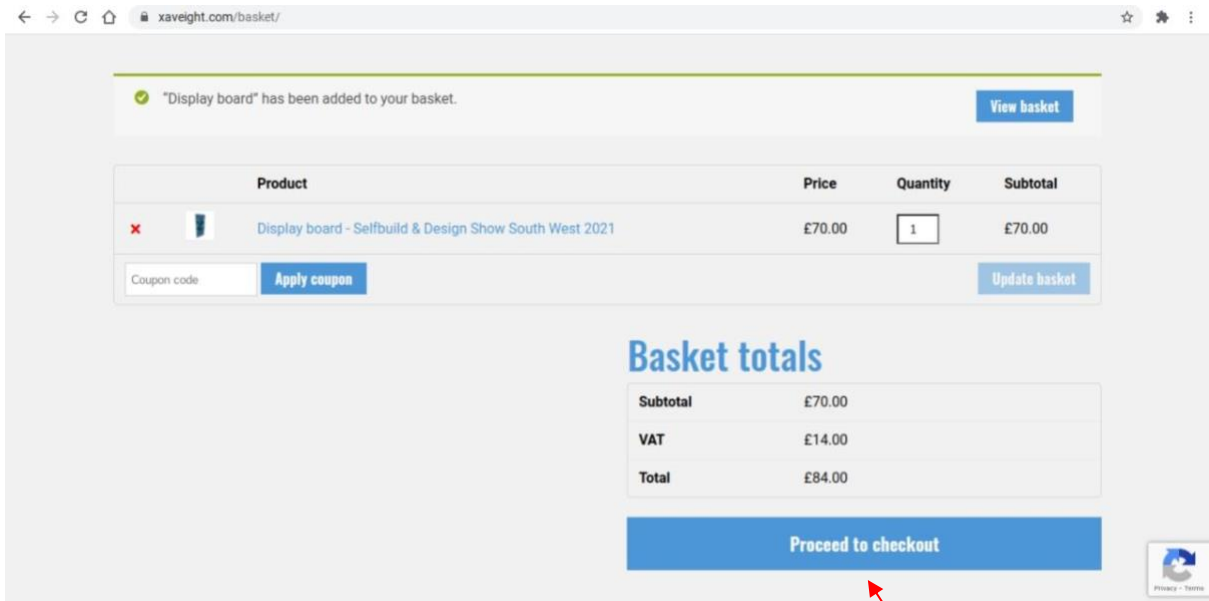
Step 5:
Choose the category you require from the available options.



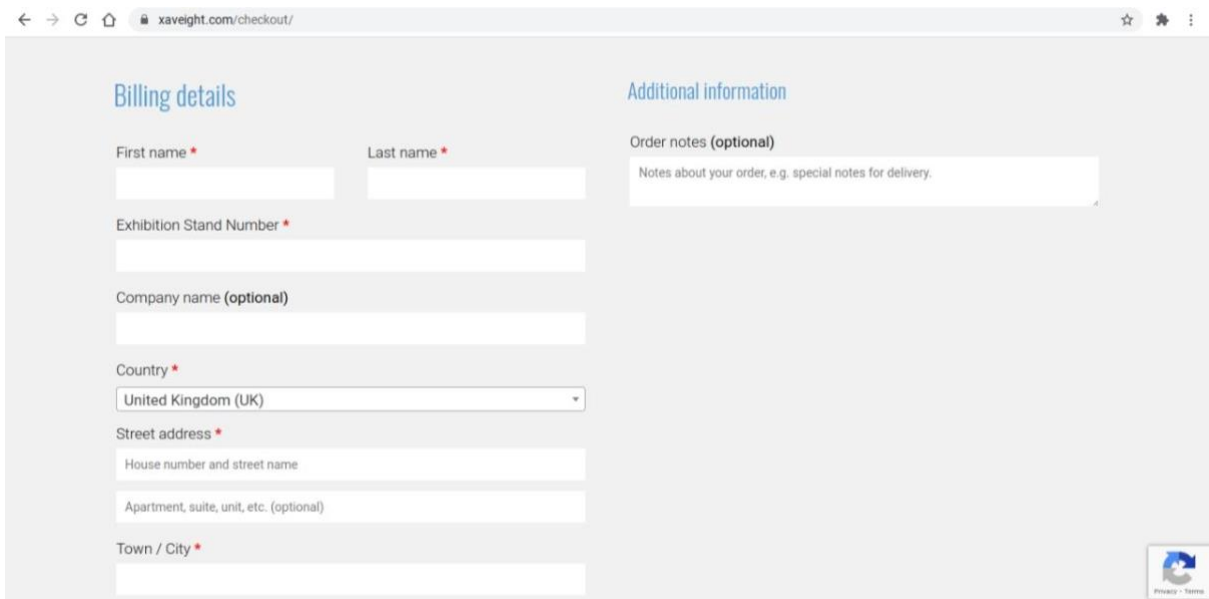
Step 6:
Add required items and quantity to the basket.



Step 7:
Once all required items are in your basket, then view the basket by clicking on it.

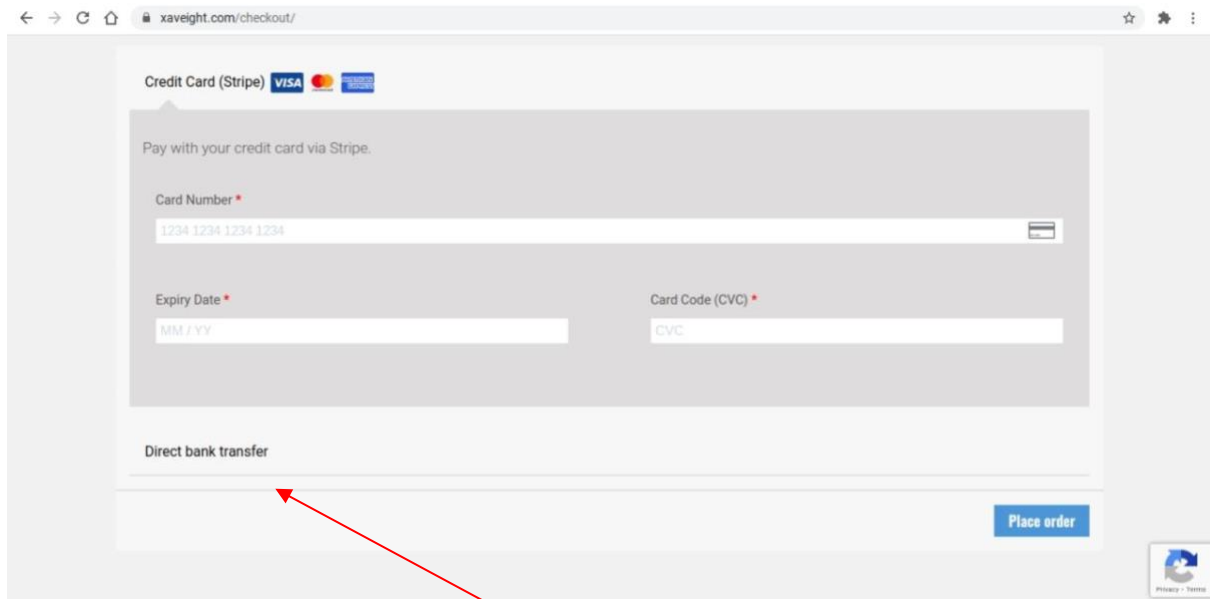


Step 8:
Check basket is correct, you can update quantities at this point if needed, and if basket is correct then proceed to checkout.



Step 9:

Insert all required fields here, ensure stand number is correct at time of ordering.



The screenshot shows a web browser window at xaveight.com/checkout/. The main content area is titled "Credit Card (Stripe)" and includes logos for VISA, Mastercard, and American Express. Below the title, it says "Pay with your credit card via Stripe." There are three input fields: "Card Number *" with the placeholder "1234 1234 1234 1234", "Expiry Date *" with the placeholder "MM / YY", and "Card Code (CVC) *" with the placeholder "CVC". Below these fields is a section for "Direct bank transfer" which is currently empty. A red arrow points from the bottom right of the screenshot towards the "Direct bank transfer" section. A blue "Place order" button is located at the bottom right of the form area. In the bottom right corner of the browser window, there is a small "Privacy - Terms" icon.

Step 10:

If you choose to pay by credit card, please fill in all required fields for payment.

You can choose to pay by bank transfer, bank details are on Direct bank transfer option.

Step 11:

Once all the above steps are complete, you will receive a confirmation email to the email address you provided on the form. Please ensure all details are correct on confirmation email.

If you experience any problems using the online ordering, or cannot find an item you require, then please contact info@xaveight.com

Thank you

XAV-EIGHT LTD

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