

# Buying Wholesale

PartScripton allows you to **buy wholesale for delivery to your store, and bill to your co-op/distributor account** (if applicable).

**Important:** To buy wholesale you must obtain ID's from your affiliate or PartScripton and follow the steps in "Customizing Your Parts Store." Member Prices are visible when logged in. Member Prices will be shown in the cart during checkout, and could be visible to customers.

## Buy Wholesale using [www.partscription.com](http://www.partscription.com)

- Go to [www.partscription.com](http://www.partscription.com).
- Click **Log In** (in white box, top right of page). Enter **Username** and **Password**. Click **Log In**.

The screenshot shows the top navigation bar of the PartScripton website. It includes the logo, a shopping cart icon with '0 Items in your cart', and a 'Log In' button. Below the navigation bar is a search bar with options to search by Part Number, Model Number, or Keyword. A 'Log In To Your Account' form is overlaid on the right, with fields for 'Username/Email' (containing 'tom@helpfulhdw.com') and 'Password' (masked with dots), and a 'Log In' button. A 'Forgot your Login?' link is also present.

- Enter **Part Number**, **Model Number** or **Keyword**. Click **Find it!**

The screenshot shows the search bar with three input fields: 'Enter a Part Number', 'Enter a Model Number', and 'i.e. sony charger'. There is a 'Select a Category' dropdown menu and a large orange arrow button labeled 'Find it!'. Below the input fields are links for 'Don't know Model Number?' and 'Searches Common Parts For Fastest Search Results'.

- Click on underlined **Part Number** to see member price.

The screenshot shows a product page for 'WB44K10005 - BAKE ELEMENT'. It lists 'Made by: GE' and shows two part numbers: '25431986' and '39501841'. The '25431986' part number is underlined. To the right, the 'store's retail price' is listed as '\$51.64'. Below the price is a 'Ships: Within 24 hours' note and an 'Add Part To Cart' button. A 'Qty' input field is also visible.

- Enter **Quantity**. Click **Add Part To Cart**. Click **Check Out**.
- Under **Buy Wholesale**. Click **Select Store Account**.

The screenshot shows a button labeled 'BUY WHOLESALE' with a sub-button labeled 'Select Store Account'.

- Checkout. (Member Prices will be shown).

The screenshot shows the checkout page for 'Helpful Hardware' at step 1: Shipping. It includes a progress bar with '1 Shipping', '2 Payment Method', and '3 Review Order'. The 'Shipping Address' section has fields for First Name, Middle Initial, Last Name, Company Name, Address One, Address Two, City, State (dropdown), Zip Code, and Contact Number. The 'Shipping Options' section has radio buttons for 'Standard 3-5 business days', 'Expedited 2-3 business days', and 'Overnight next business day'. A 'Next' button is at the bottom.

1. Validate **Standard Shipping**. Click **Next**.

The screenshot shows the checkout page for 'Helpful Hardware' at step 2: Payment Method. It includes a progress bar with '1 Shipping', '2 Payment Method', and '3 Review Order'. The 'Order Summary' section shows Subtotal (\$43.19), Shipping (\$6.99), and Sales Tax (\$0.00), with an 'Order Total' of \$50.18. The 'Payment Information' section has radio buttons for 'Credit Card' and 'Affiliate Credit Acct'. A 'Next' button is at the bottom.

2. Validate **Affiliate Credit Account** (if applicable) or use store **Credit Card**. Click **Next**.

The screenshot shows the checkout page for 'Helpful Hardware' at step 3: Review Order. It includes a progress bar with '1 Shipping', '2 Payment Method', '3 Review Order', and '4 Order Confirmation'. The 'Shipping Address' section shows the address and shipping method. The 'Totals' section shows Subtotal (\$43.19), Shipping (\$6.99), and Sales Tax (\$0.00), with an 'Order Total' of \$50.18. A 'Submit This Order!' button is at the bottom.

3. Validate **Order Details**. Click **Submit This Order!** See **Order Confirmation**.