Ordering

Order Templates

Order Templates

ew & Manage your templates						
Enter product:						
	Q Search Clea				Go To C	urrent Order 👁 🖨 Print
ecords (I page) emplate Name	* Template Type	* Date Created	* Date Updated	Created By	Total	Options
2 Months	Company Template	10-Jan-2021	25-Sep-2024	SSS Australia	\$0.00	view
5 Months	Company Template	10-Jan-2021	25-Sep-2024	SSS Australia	\$0.00	♥ View
Chris's Template	Company Template	23-Jun-2023	15-Nov-2024	Ryan Hoppner	\$14,042.05	⇔ View
Contract Items	Company Template	13-Jan-2021	18-Apr-2024	SSS Australia	\$0.00	⇔ View
Pauls (Mary Jones example)	Company Template	08-Jul-2024	04-Oct-2024	SSS Australia Sales	\$119.48	⇔ View
eam Test	Company Template	23-Jun-2023	30-Sep-2024	Ryan Hoppner	\$5,336.98	♦ View
estestest	Company Template		14-Nov-2024	SSS Australia	\$0.00	• View
Whitney Test Template 26 May 2020	Company		14-Nov-2024	SSS Australia	\$0.00	⊖ View

View, manage, create and edit order templates straight from your dashboard.

You can quickly find products within your template with a handy product search.



! Quickly search for and add new products straight from the template.

Search Product: Enter product code or description	D Solar	(Only on user made templates)
Chris's Template		
	O Undo All Changes O Update 77 Add All To Cert	
Product Price (e	x GST) Ext. Price (ex GST) Qty	paper towel 🛛 🗙 🗸 Add To Template 🧹
Ego QV Skin Lotion 250ml \$8.12 Cole: 104700 [Bith] In Stock QV in cart 0	\$81.20 10 + _	(1048321) - Multigate
Medistock Hydrogel Amorphous Tube 15g \$7.15 Code H72807 (Bidd) Shipp In 13 Weeks QV in cart 0	\$14.30 2 +	Towel Sterile 40 x 40cm
Remedy Wipe Protect Dimethicone P8 \$4.50 Code: Notice: [Entity] United Stack Order Now! QV in cart: 0	\$9.00 2 + _	(1068217) - Tork Advanced Wiper 415 Centrefeed Roll
Aquacel Extra Dressing 5 x 5cm B10 \$44.08 (p) (p) (p) (p) (p) (p) (q) (p) (q) (p)	\$88.16 2 +	275m x 24cm (M2)
Mepilex Foam Dressing 10 x 10cm B5 \$33.00	\$99.00	

- Automatically generated 6 & 12 month history templates provide you with all products ordered in recent times.
- Templates can be shared across other users connected to your account.
- Personal account managers can produce templates for you, and/or you can easily make them yourself by building a cart and choosing to save it to your account as a template.

Templates created by SSS Australia cannot be edited online. Templates you create for yourself can be edited online.



Do not navigate away from the template page after adding quantities to lines, but before adding to cart, or you will lose your progress.

Ørders &	Quotes	*					
Status	Date (start)	Date (end)		Your Reference	Product Se	earch	
Show My Orders On Order / Quote Number	ly (Ryan Hoppner)		OR				Search your entire SSS Australia order history
Q Search							using a number of differe fields.
4 records (6 pages)			<u>/</u> -\\			H 44 V H	View:
Order No. SO0842432	Order Date 06/03/2024	Customer Code	Status In Progress	Your Ref	Total (ex) \$120.46	Options So View	 Outstanding orders, Backorders,
SO0842393 SO0842371	06/03/2024	018261	In Progress	Level 3 Deliver to VH - ACDV	\$1,348.22 \$464.40	⊗ View	 Backorders, Completed orders,
500842351	06/03/2024	011138	In Progress	ACDV	\$4,271.14	⊕ View	Quotes,Orders requiring
500842269	06/03/2024	015308	Despatched	Gloves Standing Orde - Gloves Order ACPG	\$1,820.00	⊗ View	approval and,
500842259	06/03/2024	006650	Despatched	1	\$102.45	♥ View	Rejected orders
500842250	06/03/2024	020222	Despatched, partly	1	\$877.96	♥ View	
500842241	06/03/2024	006650	Despatched	i	\$341.40	Ø View	View your order status (se
500842210	05/03/2024	006650	Despatched		\$48.45	♥ View	below)
500842209	05/03/2024	006650	Despatched		\$176.00	♥ View	1
SO0842205	05/03/2024	006951	Despatched	575669	\$623.02	♥ View	
SO0842185	05/03/2024	006650	🔪 Despatched 🤰 🦷	K	\$56.00	View	

Copy any order directly to your cart. Print any order.

🔁 Copy To Current Order

If you manage multiple SSS Australia customer accounts, you can view the history across all of the accounts you have access to, or refine down to just orders placed by you.

Order Statuses

Order Received	SSS Australia have received your order. *If you are using approval hierachies, your order will not show up in order history until your approver has submitted your order. Search "Orders & Quotes" by status "Orders Requiring Approval" to see orders not yet approved.
In Progress	Work has begun on picking and packing your order.
In Progress (Partly)	Work has begun on picking and packing your order, however your order has been split. That could be due to item(s) being on back order.
Despatched	All or part of your order has been despatched from our warehouse. It's on its way to you.
Canceled	Your order has been canceled. If you are unaware why this has happened, please contact customer support.
Hold	Your order has been placed on hold. If you are unaware why this has happened, please contact customer support.
o Statusos	

Quote Statuses

Received	SSS Australia has received your quote request and are working on it.
Updated by SSS Australia	SSS Australia have made edits to your quote and it's available for your review.
Approved & Confirmed	Your quote has been converted to a sales order.

Tubigrip Tubigrip Tubigrip Tubigrip Tubigrip Tubigrip Tubigrip Roll S84.05 Roll S84.05 Image: Code: 1251915 Image: Code: 1251915 Image: Code: 1261915 Image: Code: 126	ave Your Cart					II Hol	d Orde
A Save As Template O Create Standing Order If led Order Remove All If Export To CSV O Keep Shopping PRODUCT OTV PRICE (EX CST) UNIT ToTAL (EX CST) O Note To Approver * Add to Favourites O Remove * Add to Favourites O Remove D Tacula Universal Clove/Tissue Box Holder 1 + S26.15 Each S2< Code: 1006228 Solvex Chemical Handling Cloves.56mm x 46cm 7-71/2 1 + S15.40 Pair S15 Code: 100628 Aqueous Cream BP 500g 1 + S15.25 Each S15 Aqueous Cream BP 500g 1 + S15.25 Each S15	- Shopping Cart						
PRODUCT QTY PRCE (EX GT) UNIT TOTAL (EX GT) Lubigrip Tubular Elastic Support Bandage Size J 1 1 1 584.05 Roll See Code: 120535 Intel to Approver is Add to Favourites I Pennove		II Hold Order	2				
Tubigrip Tubular Elastic Support Bandage Size J 1 + S84.05 Roll \$84 Code: 125135 I + - S84.05 Roll \$84 Image: Interpret in	ව Keep Shopping					🖻 Con	tinue To Checkou
Code: 12555 1 - Code: 12555 Each S2 Image: Code: 12555 Dracula Universal Clove/Tissue Box Holder 1 + S26.15 Each S2 Image: Code: 1006528 Code: 1006528 1 + S15.40 Pair S15 Image: Code: 101608 Code: 101608 Code: 101608 Image: Code: 101608	PRODUCT		QTY		PRICE (EX GST)	UNIT	TOTAL (EX GST)
Dracula Universal Glove/Tissue Box Holder 1 + \$26.15 Each \$2 Code: 1006528 • Note To Approver * Add to Favourites • Remove • Remove \$1 Solvex Chemical Handling Gloves .56mm x 46cm 7-71/2 1 + \$15.40 Pair \$15 Code: 101608 • Note To Approver * Add to Favourites • Remove • Remove • Note To Approver * Add to Favourites • Remove • Remove • Remove • Note To Approver * Add to Favourites • Remove • Remove • Remove • Note To Approver * Add to Favourites • Remove • Remove • Remove • Note To Approver * Add to Favourites • Remove • Remove • Remove • Note To Approver * Add to Favourites • Remove • Remove • Remove		lastic Support Bandage Size J	1		\$84.05	Roll	\$84.05
Code: 1006528 Image: Code: 1006528 <			Note To Approver	Add to Fa	vourites 8 Remove		
Solvex Chemical Handling Gloves .56mm x 46cm 7-71/2 1 + \$15.40 Pair \$15 Code: 101608 * * Add to Favourites © Remove © Remove Aqueous Cream BP 500g 1 + + \$15.25 Each \$15 Code: 1000945 1 + - \$15.25 Each \$15		Glove/Tissue Box Holder	1		\$26.15	Each	\$26.15
Code: 1011608 1 _			Note To Approver	Add to Fa	vourites 😵 Remove		
Aqueous Cream BP 500g Code: 1000945 1 + - \$15.25 Each \$12	L	andling Gloves .56mm x 46cm 7-71/2	1	+ -	\$15.40	Pair	\$15.40
Code: 1000945	aletta est		Note To Approver	Add to Fa	avourites 8 Remove		
		P 500g	1		\$15.25	Each	\$15.25
	Dave Creat	se refer to our return policy for more information	Note To Approver	Add to Fa	avourites 🛿 🎗 Remove 📑	Notify Me When Bares 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1	ick in Stock

The best way to save your progress when you are building an order is to place your order on hold. This is for those scenarios when you may need to come back to your order at a later date.

To put an order on hold, simply build your cart (this can be done from a template, from product search, from a previous order or more). Head to your cart and click the "Hold Order" button.

II Orders On Hold

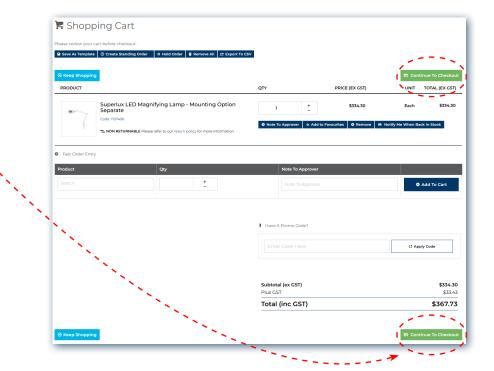
Orders on hold, ready to be placed

You can access orders you have put on old through your dashboard under "Orders On Hold".

If you are sharing your user log in with a colleague, it is very important that you utilise the hold order functionality, as two carts cannot be built by the same user account at the same time.

Raise a Quote

To raise a quote on the SSS Australia website, all you need to do is create cart as you usually would. When you are happy with your cart, just "Continue to Checkout".

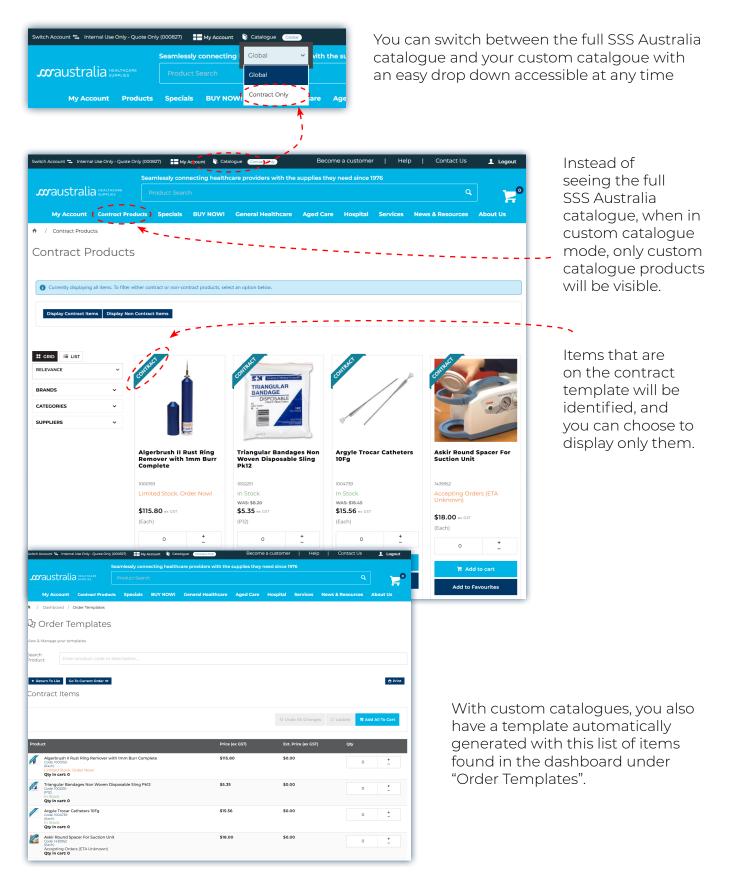


🖻 Checkout		
Step 1 of 3 - Please provide your delivery address details		
SSS Australia Ships To Australian Addresses Only. International Shipping Is Not Current	ly Available.	
At This Time, SSS Australia Cannot Ship To Parcel Lockers Or PO Boxes. Please Utilise A	Residential Or Business Address.	
DELIVERY DETAILS		
Alternate Delivery Address*	Order Comments	
Internal Use Only - Quote Only (DA)	Order Comments	
Name *		
Internal Use Only - Quote Only		
Street Address *		
Quote account only		On the payt page you peed to
	~	On the next page, you need to
		input or confirm your shipping
		information and add any
Suburb *		comments to the order.
MURARRIE		comments to the order.
State *		
QLD		
		When you have completed this,
Postcode * 4172		instead of clicking "Continue to
47/2		
		Checkout", click the yellow "Submit
		Cart for a Quote" button.
2025 FLU VACCINE INFORMATION		
If you are purchasing 2025 flu vaccines, please advise when you would like your vaccines to ar	ive and how many	
If you are purchasing 2025 flu vaccines, please advise when you would like your vaccines to an		
	anes to arrive and now many.	
™ SHIPPING		
Shipping (No Charge)		
0		
Customer Requisition *		
test		
		i i
Return To Cart	Continue to Place Order	i i
		/
		1
	Looking for a quese from SSS Australia?	i de la companya de l
	27 Submit Cart for a Quote	A second and a second sec
		·

You can review your quotes in your dashboard under "Orders and Quotes".

Custom Catalogues

Custom catalogues are a feature that allows you to refine large fixed priced agreements or contracted lists of products by category and brand, making it much easier to browse.



! NB: Talk to your Personal Account Manager today about a custom catalogue for your account.

Standing Orders

You can create and manage your own standing orders. All you need to do is build a shopping cart, and in the checkout screen, simply select "Create Standing Order".

			>	() Create Standing Order
🐂 Shopping Cart				
Please review your cart before checkout. Swe As Template O'Create Standing Order II Hold Order Femove All Cf Export To CSV	I .			
O Keep Shopping			Continue To Checkou	1
PRODUCT	QTY	PRICE (EX GST)	UNIT TOTAL (EX GST)	_
Tubigrip Tubular Elastic Support Bandage Size J Code: 1251515	1 <u>+</u>	\$84.05	Roll \$84.05	
	Note To Approver * Add t	o Favourites 🛛 Remove		
Code: 1006528	1 +	\$26.15	Each \$26.15	
	Note To Approver ★ Add 1	o Favourites S Remove		
Solvex Chemical Handling Gloves .56mm x 46cm 7-71/2	1 +	\$15.40	Pair \$15.40	-
and a second a	O Note To Approver 🗙 Add 1	o Favourites 🛛 8 Remove		
Aqueous Cream BP 500g Code: 1000945	1 +	\$15.25	Each \$15.25	
C NON RETURNABLE Please refer to our return policy for more information	Note To Approver	o Favourites 🛛 Remove i	Notify Me When Back In Stock	
				-

Once you have added your delivery details, order comments and customer requisition number, you can schedule your standing order:

Schedule Stan	ding	Order						
When setting your standing or keep this in mind when setting			in mind t	the sched	duled date	denotes whe	n the order	is submitted to SSS Australia, not the date you will receive the order. Please
Standing Order Name*								
Standing Order Name								
CC Users								
	of email a							
Shared Order @								
Recurrence Patterr			+			+		
 Weekly 	💿 Day	7	-	of every	1	-	month(s	
 Monthly Yearly 	○ The	first ~	Thursd	day 🗸	of every	1	+	month(s)
O really								
Range Of Recurren	ice							
Start		No end date						
08/03/20 🛱		O End after:	10	D	+	occurrences		
		\bigcirc End by:						
		08/03/20	÷			Sea Pro	rch duct:	inter product code or description
	-		-	-	-	-[Q. Search Go To Current Order • OPrint
You can ther	n ma	anage	you	r			YOUR CURRENT ords, (1 page)	ACCOUNT: INTERNAL USE ONLY - QUOTE ONLY - 000827 🗢 Change current account
standing ord	ers	in your	da:	shb	oarc	d or	der Name	• Order Type • Order Type • Order • Order Type • Order • Order
under "Stand						Te	st der Reference: 1	th Shared Order th Requires 07-Mar-2024 12-Mar-2024 ryan.hoppner@ssa \$449.08 25087595 View Options ▼