# Profile: User Account and Shipping



- How to add user account
  - How to delete user account
  - How to change an email address
- How to change password
- Shipping profile
  - How to add shipping address
  - How to add additional shipping profile
  - How to delete shipping profile

Click Profile option in the left-hand menu if you want to view or edit your profile.

0 Home How to order		\$   Delivery to 📕 👻 test-user-007 (4 220 pyő.)	- ★ Favorites 1 🛒 Cart 1
OT Commerce	Online demo shop b	y OT Commerce	
Categories - Brands	Q Search among	800.000.000 goods from China	Search
Home > Account > Profile			
General information	Account		
Orders	User data		
Account	Last name Petrov	Ê.	
Profile	Name Petr		
Account	Middle name Petrovich		
Delivery	Email test@test.com		
Support service	Skype		
Referral system	Gender* Male v		
	Phone* 8-800-00-000		
	Save		
	Delete account		
	Current	<b>B</b>	
	Delete		

You can modify your personal data and specify shipping addresses in "Profile" section.

## User account

User account contains personal information about you as a customer of e-store.

This information is important for interaction with you and may also be required to promptly resolve any issues concerning your orders.

Categories -	Brands	Γ	Q Search among 800.000.000 goods from China	Searc
	Home > Account > Profile			
	General information	Accoun	t	
	Orders	User data		
	Account	Last name	Petrov	
	Profile	Name	Petr	
	Account	Middle name	Petrovich	
	Delivery	Email	test@test.com	
	Support service	Skype		
	Referral system	Gender*	Male •	
		Phone*	8-800-00-000	
			Save	
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		Current		

## How to add user account

Customers are required to provide personal data as soon as user account was created. First, you need to enter your surname in appropriate field.

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or Commer Shop	rce	Online demo shop by OT Commerce	<b>a</b> •
Categories -	Brands	Q Search among 800.000.000 goods from China	Search
	Home > Account > Profile		
	General information	Account	
	Orders	User data	
	Account	Last name Petrol I	
	Profile	Name Petr Middle name Petrovich	
	Account Delivery	Email test@test.com	
	Support service	Skype	
	Referral system	Gender* Male v	
		Phone* 8-800-00-000	
		Save	
		Delete account	
		Current password Current	
		Delete	

Enter your first name next.

Sho Sho	Р		
Categories -	Brands	Q Search among 800.000.000 goods from China	Searc
	Home > Account > Profile		
	General information	Account	
	Orders	User data	
	Account	Last name Petrov	
	Profile	Name Pet(	
	Account	Middle name Petrovich	
	Delivery	Email test@test.com	
	Support service	Skype	
	Referral system	Gender* Male T	
		Phone* 8-800-000	
		Save	
		Delete account	
		Current password IIII	
		Delete	

Then enter your middle name (in case this field is mandatory).

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or comm Sho	nerce P	Online demo shop by OT Commerce	· · · · · · · · · · · · · · · · · · ·
Categories 👻	Brands Home > Account > Profile	Q Search among 800.000 goods from China	Search
	General information	Account	
	Orders	User data	_
	Account	Last name Petrov	
		Name Petr	
	Profile	Middle name Petrovich I	
	Delivery	Email test@test.com	
	Support service	Skype	
	Referrel eveters	Gender* Male •	
	Referral system	Phone* 8-600-000	
		Save	
		Delete account	_
		Current assword	
		Delete	

Email address cannot be changed as it was entered automatically during registration process and associated with your e-store account.

Sho	P		Callor -
Categories 🔻	Brands	Q Search among 800.000.000 goods from China	Search
	Home > Account > Profile		
	General information	Account	
	Orders	User data	
	Account	Last name Petrov	
	Profile	Name Petr Middle name Petroach	
	Account Delivery	Email test@test.com	
	Support service	Skype	
	Referral system	Gender* Male •	
		Phone* 8-800-000	
		Save	
		Delete account	
		Current mpassword	

You can also specify your Skype account, which increases number of opportunities to interact with you. This field is optional.

Sho	Р		
Categories -	Brands	C Search among 800.000 goods from China	Search
	Home > Account > Profile		
	General information	Account	
	Orders	User data	_
	Account	Last name Petrov	
		Name Petr	
	Profile	Middle name Petrovich	
	Account Delivery	Email test@test.com	
	Support service	Skype test-skypd Ţ	
	Referral system	Gender* Male •	
		Phone* 8-800-000	
		Save	
		Delete account	_
		Current password The contract t	

You need to specify your sex next. Default one is male.

Sno	р		
Categories -	Brands	Q Search among 800.000.000 goods from China	Search
	Home $\Rightarrow$ Account $\Rightarrow$ Profile		
	General information	Account	
	Orders	User data	_
	Account	Last name Petrov	
		Name Petr	
	Profile	Middle name Petrovich	
	Delivery	Email test@test.com	
	Support service	Skype test-skype	
	Referral system	Gender* Male v	
		Phone* Penale With	
		Save	
		Delete account	_
		Current mpassword mm	

Finally, your telephone number needs to be entered. It is used for order processing purposes and also may be shared with shipping service.

Categories       Brands       C       Search among 800 000 000 goods from China         Home > Account > Profile       Account       User data         Orders       User data         Account       Petrov         Profile       Name       Petr         Middle name       Petrovich         Email       testskype         Support service       Skype       testskype	Searc
Home : > Account : > Profile     General Information     Orders     Derivery     Account     Profile   Account   Delivery     Support service     Skype     Lest skype	
General information Account   Orders User data   Account Petrov   Profile Name   Account Petrovich   Middle name Petrovich   Delivery Email   Support service Skype	
Orders     User data       Account     Last name     Petrov       Name     Petr       Middle name     Petrovich       Delivery     Email     test@test.com       Support service     Skype     test.skype	
Account     Last name     Petrov       Name     Petr       Middle name     Petovich       Delivery     Email     test@test.com       Support service     Skype	
Name     Petr       Profile     Middle name     Petrovich       Account     Petrovich     test@test.com       Delivery     Email     test.skype       Support service     Skype     test.skype	
Account     Petrovich       Delivery     Email     test@test.com       Support service     Skype	
Delivery     Email     test@test.com       Support service     Skype     test.skype	
Support service Skype test-skype	
Conder	
Referral system	
Phone* 8-800-00-000 1	
Save	
Delete account	
Current password III III III IIII IIII IIII IIII IIII	

Please click "Save" button once all this personal information was entered.

Sho	<b>P</b>		ida *
Categories -	Brands	Q Search among 800.000.000 goods from China	Search
	Home > Account > Profile		
	General information	Account	
	Orders	User data	
	Account	Last name Petrov	
		Name Petr	
	Profile	Middle name Petrovich	
	Delivery	Email test@test.com	
	Support service	Skype test-skype	
	Referral system	Gender* Male •	
		Phone* 8-800-00-000	
		Save	
		Delete account	
		Current assword	

After that, you will see the message informing you that the data you entered were successfully updated.

Sho	<b>P</b>		- EE
Categories -	Brands	Q Search among 800.000 000 goods from China	Searc
	Home > Account > Profile		
	General information	Account	
	Orders	Data updated successfully	
	Account	User data	
	Profile	Name Petr	
	Account Delivery	Middle name Petrovich	
	Support service	Email test@test.com	
	Referral system	Skype test-skype	
		Gender* Male v	
		Phone* 8-800-000	
		Save	
		Delete account	
		Current	

Besides, this updated information will immediately appear on "General information" page.

Home S Account         General information         Orders       Petrov Petr Petrovich       On your account:       Availing payment:       Composit funds         Account       Account number: 727362       On your account:       Availing payment:       Composit funds         Profile       Available discounts       50 py6.       Composit funds         Discount title:       Discount title:       Discount title:       Discount title:         Referral system       0 %       Amount for reduction:       0 %         News       Delivery address:       39408, Russian Federation, Moscow, Samokatnaya 12	egories 👻	Brands	Q Search among 800.000.000	goods from China		Searc
General information       General information         Orders       Petrov Petr Petrovich       On your account:       Avaiting payment:         Account       Account number: 727352       On your account:       Avaiting payment:         Profile       Avaitable discounts       Discount title:         Discount title:       Discount title:       Discount title:         Discount for reduction:       0 %       Amount for reduction:       0 %         Amount for reduction:       0 py6.       Profile         News       Delevery address:       29408, Russian Federation, Moscow, Samokalnaya 12		Home > Account				
Orders     Petrov Petr Petrovich     On your account     Awaiing payment       Account     Account number: 727352     4 220 pp6.     50 pp6.       Profile     Available discounts     E Count number: 727362       Support service     Discount dite:     Discount dite:       Discount discription:     0 %       Amount for reduction:     0 %       Amount for reduction:     0 %       Amount for reduction:     0 pp6.		General information	General information			
Account     Account number: 727362     4 220 py6.     50 py6.       Profile     Available discounts       Biscount Number:     Discount Number:       Biscount Number:     Discount Nume		Orders	Petrov Petr Petrovich On your account:	Awaiting payment:		
Profile     Available discounts       Support service     Discount description :       Discount description :     Discount description :       Discount for reduction:     0 %       Amount for reduction:     0 pp/6.		Account	Account number: 727352 4 220 py6.	50 руб.	Deposit funds	
Support service     Discount title:       Discount     Discount       Discount:     0 %       Amount for reduction:     0 py6.         Recipient information         News     Delivery address:     39408, Russian Federation, Moscow, Samokatnaya 12		Profile	Available discounts			
Referral system     Amount for reduction.     0 py6.       Recipient information     Recipient information       Delivery address:     39408, Russian Federation, Moscow, Samokatnaya 12		Support service	Discount title: Discount description : Discount:		0 %	
Recipient information           News         Delivery address:         39408, Russian Federation, Moscow, Samokatnaya 12		Referral system	Amount for reduction:		0 руб.	
Delivery address: 39408, Russian Federation, Moscow, Samokatnaya 12		Nows	Recipient information			
Subscribe Recipient HerpoBlerp HerpoBwy		Subscribe	Delivery address: 39408, Russian Fed Recipient: Петров Петр Петро	leration, Moscow, Samokatnaya ович	12	
Contact information: 8-800-00-000, test@test.com			Contact information: 8-800-00-000, test@	test.com		

You may change or update your personal information at any moment.

#### How to delete user account

Customer may delete his/her user account, if necessary. It is highly recommended to solve all issues about orders before your account is deleted (for example, all parcels were received and funds were withdrawn from account).

Sho	р		
Categories 👻	Brands	Q Search among 800.000.000 goods from China	Searc
	Home > Account > Profile		N
	General information	Account	Ц.
	Orders	User data	
	Account	Last name Petrov	
		Name Petr	
	Profile	Middle name Petrovich	
	Account Delivery	Email test@test.com	
	Support service	Skype test-skype	
	Referral system	Gender* Male v	
		Phone* 8-800-00-000	
		Save	
		Delete account	
		Current massword	
		Datata	

Current password should be entered in order to delete user account. This is a protective measure that makes your account secure. Nobody but password owner can delete it.

Please enter your password into appropriate window.

or Comm Sho	P P	Online demo shop by OT Commerce	⊞ -
Categories 👻	Brands	Q Search among 800.000.000 goods from China	Searc
	Home > Account > Profile		
	General information	Account	
	Orders	User data	
	Account	Last name Petrov	
	Profile	Name Petr	
	Account	Middle name Petrovich	
	Delivery	Email test@test.com	
	Support service	Skype test-skype	
	Referral system	Gender* Male v	
		Phone* 8-800-00-000	
		Save	
		Delete account	
		Current password III 🚳	
		Delete	

Click "Delete" button then.

General mioritation	Account	
Orders	User data	
Account	Last name Petrov	
	Name Petr	
Profile	Middle name Petrovich	
Account Delivery	Email test@test.com	
Support equipo	Skype test-skype	
Support Service	Gender* Male v	
Referral system		
	8-800-00-000	
	Save	
	Delete account	
	Current To	
	password	
	Delete	
	Change email	

A confirm window will appear asking if you are sure you want to delete account. Once you click "Yes" the account will be deleted.

Account	Last name	Petrov	
	Name	Petr	
Profile	Middle name	Petrovich	
Account Delivery	Email	test@test.com	
Support service	Skype	test-skype	
Referral system	Gender*	Male V	
	Phoi	8-800-00-000 ng	8
	Are yo Dele Current password	u sure you want to delete you	ur account? Yes No
		Delete	
	Change email		
	Current password		
	New email	root	

If you have changed your mind click "No" or the delete button (x) in the right hand corner of the window.

Account	Last name Petrov	
	Name Petr	
Profile	Middle name Petrovich	
Account Delivery	Email test@test.com	
Support service	Skype test-skype	
Referral system	Gender* Male v	
	Varning Are you sure you want to delete your account? Dele Current password Delete	
	Change email	
	New email root	

### How to change an email address

Sometimes you may want to change an email address. To do so, it will be necessary to know the account password and new email address.

		Name	Petr	
Profile				
		Middle name	Petrovich	
	Account	Email		
L	Delivery	Linan	test@test.com	
Suppor	rt service	Skype	test-skype	
		Condor		
Referra	al system	Gender	Male V	
		Phone*	8-800-00-000	
			Save	
		Delete account		
		Current	10	
		password	MAP	
			Delate	
			Delete	
	Г	Channe annail		1
		Change email •		
		Current		
		passworu		
		New email		
			Save	
	L			1
		Change passwo	ord	
		Current		
		password		
		New		
		password	( <del>a</del> )	

Please enter current password into appropriate field.

Profile	Name	Petr
Account	Middle name	Petrovich
Delivery	Email	test@test.com
Support service	Skype	test-skype
Referral system	Gender*	Male •
	Phone*	8-800-00-000
		Save
	Delete account	
	Current password	·····
		Delete
	Change email	
	Current password	4 I
	New email	
		Save
	Change passwo	ord
	Current password	

Then enter new email address.

	Name	Petr	
Profile		r cu	
Account	Middle name	Petrovich	
Delivery	Email	test@test.com	
Support service	Skype	test-skype	
Referral system	Gender*	Male v	
	Phone*	8-800-00-000	
		Save	
	Delete account		
	Current password	®	
		Delete	
	Change email		
	Current password		
	New email	test@test.com ]	
		Save	
	Change passwo	d	
	Current password		

Click "Save" button.

	Name	Petr
Profile	Middle name	Petrovich
Account Delivery	Email	test@test.com
Support service	Skype	test-skype
Referral system	Gender*	Male v
	Phone*	8-800-00-000
		Save
	Delete account	
	Current password	·
		Delete
	Change email	
	Current password	
	New email	test@test.com
		Save

Changes will take effect after clicking this button.

### How to change password

It would also be useful to change password. It is recommended to change password once every three or six months for security reasons.

0 Home How to order		\$   Delivery to 💻 👻 👤 test	t-user-007 (4 220 pyő.) 👻 🕇	Favorites 1 🛒	Cart 1
	Save				
	Delete account				
	password				
	Delete				
	Change email				
	currentpassword				
	New email test@test.com				
_	Save				
	Change password				
	password				
	New password				
	Confirm password				
	Save				
	Site man				
	© 2011–2018 Powered by © OT Commerce otcomme	rce.com			

Enter your old account password in order to change password.

o Home How to order		\$   Delivery to 📕 - 💄 test-user-007 (4 220 pyő.) - ★ Fa	avorites 1 🛒 Cart 1
	Save		
	Delete account		
	password		
	Delete		
	Change email		
	Current		
	New email test@test.com		
	Save		
	Change password		
	Current password		
	New @		
	Confirm password		
	Save		
	Site map		
	© 2011–2018 Powered by © OT Commerce of commerce	rce com	

Create new password next. Password must be 6 or more characters and contain Latin letters and numbers. The more complex your password is, the more secure your account is.

o Home How to order		\$   Delivery to 💻 👻 🛓 test-user-007 (4 220 pyő.) 👻 ★	Favorites 1 🛒 Cart 1
	Save		
	Delete account		-
	Current massword		
	Delete		
	Change email		-
	Current		
	New email test@test.com		
	Save		
	Change password		_
	Current		
	New password]		
	Confirm password		
	Save		
	Site map		
	© 2011–2018	58 50m	

Enter your new password once again.

0 Home How to order		\$   Delivery to	Favorites 1 🛒 Cart 1
	Save		
	Delete account		_
	Current assword		
	Delete		
	Change email		_
	Current		
	New email test@test.com		
	Save		
	Change password		_
	Current massword		
	New password 💮		
	Confirm password		
•	Save	-	
	Site map		
	© 2011–2018		
	Site map © 2011–2018 Powered by © OT Commerce otcomme	rce.com	

Save changes.

0 Home How to order			\$   Delivery to 📕 🗸	🗶 test-user-007 (4 220 pyő.) 👻 🖈 I	Favorites 1 🛒 Cart 1
	Delete account	Save			-
	Current password	🔯			
		Delete			
	Change email -				-
	Current password				
	New email	test@test.com			
		Save			
	Change password	1			-
	Current password				
	New password				
	Confirm password				
	[	Save			
		Site map			
	Powered	© 2011–2018 d by © OT Commerce otcomme	rce.com		

You will see the following message if an error occurs:

0 Home How to order		\$   Delivery to 📕 👻 🔔 test-user-007 (4 220 pyő.) 👻 ★	Favorites 1 🛒 Cart 1
	Save		
	Delete account		_
	Current 🖷		
	Delete		
	Change email		_
	Current		
	New email root		
	Save		
	Change password		_
	New password and confirm password do not n	natch	
	Current sassword		
	New @		
	Confirm password		
	Save		
	Site map		
	© 2011–2018 Powered by © OT Commerce otcomme	rce.com	

Shipping profile

For the purpose of placing an order and shipping it to your destination, you will be asked to fill in section in which the shipping address is specified.

Select "Shipping" option in the left-hand menu.

🐱 o Home Ho	w to order		\$   Delivery to 📕 👻 🛓 test-user-007 (4 220 pyő.) 👻 🕇 Fi	avorites 1 🛒 Cart 1
or com	merce P <b>P</b>	Onlin	e demo shop by OT Commerce	嚻 -
Categories -	Brands	Q	Search among 800.000.000 goods from China	Search
	Home > Account > Profile			
	General information	Account		
	Orders	User data		
	Account	Last name	etrov	
	Profile	Name P	etr	
	Account	Middle name	etrovich	
	Delivery	Email te	st@test.com	
	Support service	Skype te	st-skype	
	Referral system	Gender*	ale 🔻	
		Phone* 8	800-00-000	
			Save	
		Delete account -		
		Current password	III)	
			Delete	

Clicking this option will bring up the form to be filled in.

0 Home How to order	S   Delivery to 📕 🗸 🗶 test-user-007 (4 220 pyő.) 👻 🖈 Favorites 1	🛒 Cart 1
or Commerce Shop	Online demo shop by OT Commerce	388 <b>~</b>
Categories - Brands	Q Search among 800.000 000 goods from China	Search
Home > Account > Profile		
General information	Delivery	
Orders	Delivery data	
Account	Profile Profile 1 v Add	
Profile	Last name* Petrov	
Account	Middle name* Petrovich	
Support service		
Referral system	Country* Russian Federation •	
	City* Moscow	
	Address* Samokatnaya 12	
	Postal code * 39408	
	State/province/	
	Phone 8-800-00-000	
	Fields marked with * are required	
	Save Delete	

You can also create several profiles, each with its own shipping address and data.

0 Home How to order	\$   Delivery to 💻 👻 test-user-007 (4 220 py6.) 👻 🛣 Favorites 1 🛒	Cart 1
OT Commerce Shop	Online demo shop by OT Commerce	33 ×
Categories - Brands	Q Search among 800 000 000 goods from China	Search
Home > Account > Profile General information	Delivery	
Orders	Delivery data	
Account	Profile Profile 1 2 Add Profile 1 Add Profile 1 2 Add Profile 1 Add	
Profile	Name* Petr	
Account Delivery	Middle name* Petrovich	
Support service	INN	
Referral system	Country* Russian Federation  City*	
	Address* Samokathaya 12	
	Postal code * 39408	
	State/province/	
	Phone 8-800-00-000	
	Fields marked with " are required	
tcommerce.com/?p=profile&new_profile	Save Delete	

## How to add shipping address

Enter your first name (as in your passport) first.

o Home How to order	\$   Delivery to 🔤 🗸 test-user-007 (4 220 py6.) 👻 🖈 Favorites 1	🛒 Cart 1
OT Commerce	Online demo shop by OT Commerce	# ·
Categories   Brands Home   Account   Profile	Q Search among 800.000 000 goods from China	Search
General information	Add new profile	
Orders	Name* Ivari I 🗄	
Account	Last name* Middle name*	
Profile	Country* Armenia •	
Account Delivery	City*	
Support service	Address*	
Referral system	Postal code * State/province/	
	Phone*	
	Fields marked with * are required	
	Save Cancel	
	Site map	
	© 2011–2018	

Complete "Surname" field.

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OT Commerce Shop	Online demo shop by OT Commerce	010 v
Categories - Brands	Q Search among 800.000.000 goods from China	Search
Home > Account > Profile		
General information	Add new profile	
Orders	Name* Ivan	
Account	Last name* Ivanov I	
Destile	Middle name*	
Pronie	Country* Armenia •	
Delivery	City*	
Support service	Address*	
Referral system	Postal code *	
	State/province/	
	Phone*	
	Fields marked with * are required	
	Save Cancel	
	Site map	

#### Complete "Middle name" field after that.

o Home Ho	w to order	\$   Delivery to 🚍 👻 🛓 test-user-007 (4 220 py6.) 👻 🖈 Favorites 1	🛒 Cart 1
or comm Sho	nerce P	Online demo shop by OT Commerce	
Categories 👻	Brands	Q Search among 800.000.000 goods from China	Search
	Home > Account > Profile		
	General information	Add new profile	
	Orders	Name* Ivan	
	Account	Last name* Ivanov	
	Profile	Country* Amenia v	
	Account Delivery	City*	
	Support service	Address*	
	Referral system	Postal code *	
		State/province/	
		Fields marked with * are required	
		Save Cancel	
		Site map	

From the dropdown list select a country you want to ship your order to.

0 Home How to order	\$   Delivery to 📕 👻 test-user-007 (4 220 pyő.) 👻 🖈 Favorites 1	Cart 1
OT Commerce Shop	Online demo shop by OT Commerce	
Categories 🕶 Brands	Q Search among 800.000.000 goods from China	Search
Home > Account > Profile		
General information	Add new profile	
Orders	Name* Ivan	
Account	Middle name* Vanov	
Profile	Country* Armenia	
Delivery	City* Azerbaijan Belanus Kazakistan	
Support service	Address* Kyrgyzstan Moldova, Republic of Russian Federation	
Referral system	State/province	
	Phone* Uzbekistan	
	Fields marked with " are required	
	Save Cancel	
	Site map	

Enter city/town into appropriate field.

o Home How to	o order	S   Delivery to 🔲 👻 🛓 test-user-007 (4 220 pyő.) 👻 🖈 Favorites 1	🛒 Cart 1
or Comme Shop	rce	Online demo shop by OT Commerce	<b>**</b> *
Categories -	Brands	Q Search among 800.000.000 goods from China	Search
	Home > Account > Profile		
	General information	Add new profile	
	Orders	Name* Ivan	
	Account	Last name* Ivanov Middle name* Ivanov	
	Profile	Country* Belarus T	
	Account Delivery	City* Kiev I	
	Support service	Address*	
	Referral system	State/province/	
		Phone*	
		Fields marked with * are required	
		Save Cancel	
		Site map	

Enter full address (it should include house/building/office/flat number, etc.).

o Home How to order	\$   Delivery to 📕 👻 💄 test-user-007 (4 220 pyő.) 👻 🖈 Favorites 1 📑	Cart 1
OT Commerce	Online demo shop by OT Commerce	
Categories - Brands	Q Search among 800.000.000 goods from China	Search
Home > Account > Profile		
General information	Add new profile	
Orders	Name* Ivan	
Account	Last name* Ivanov	
Profile	Country* Belarus T	
Account Delivery	City* Kiev	
Support service	Address* Sunny str 24	
Referral system	Postal code *	
	Phone*	
	Fields marked with * are required	
	Save Cancel	
	Site map	

And enter Postal code (zip-code)

🔀 o Home How	w to order	\$   Delivery to 💻 🗸 test-user-007 (4 220 pyő.) 👻 🖈 Favorites 1	🛒 Cart 1
or comm Sho	nerce P	Online demo shop by OT Commerce	388 -
Categories -	Brands	Q Search among 800.000.000 goods from China	Search
	Home > Account > Profile		
	General information	Add new profile	
	Orders	Name* Ivan	
	Account	Last name* Nanov	
	Profile	Country* Belarus v	
	Account Delivery	City* Kiev	
	Support service	Address* Sunny str 25	
	Referral system	Postal code * 344567 Ĭ	
		Phone*	
		Fields marked with * are required	
		Save Cancel	
		Site map	

In some situations, it is important to specify region/territory (region in Russian) (for example, there several towns (cities) with the same names located in different territories). In such a case you need to enter region/territory (region in Russian).

or Comm Sho	nerce P	Online demo shop by OT Commerce	
Categories •	Brands	Q Search among 800.000.000 goods from China	Searc
	Home > Account > Profile General information	Add new profile	
	Orders	Name* I	
	Account	Last name* Ivanov Middle name* Ivanovich	
	Profile	Country* Belarus •	
	Account Delivery	City* Kiev	
	Support service	Address" Sunny str 25	
	Referral system	State/province/	2
		Phone*	
		Fields marked with * are required	
		Save Cancel	

Enter your phone number next. This field is not mandatory but it should be entered in order a courier or post service can contact you if necessary.

o Home How to	o order	\$   Delivery to 💻 👻 🛓 test-user-007 (4 220 pyő.) 👻 🕇 Favorites	1 🛒 Cart 1
or Comme Shop	rce	Online demo shop by OT Commerce	110 ×
Categories -	Brands	Q Search among 800.000.000 goods from China	Search
	Home $\Rightarrow$ Account $\Rightarrow$ Profile		
	General information	Add new profile	
	Orders	Name* Ivan	
	Account	Last name* Ivanov Middle name* Ivanov	
	Profile	Country* Belarus •	
	Account Delivery	City* Klev	
	Support service	Address* Sunny str 25	
	Referral system	Postal code * 344567	
		Phone* 8-800-000-00 ¥	
		Fields marked with * are required	
		Save Cancel	
		Site map	

Save data.

o Home How to order	\$   Delivery to 💻 👻 test-user-007 (4 220 pyő.) 👻 🕇 Favorite	es 1 🛒 Cart 1
or Commerce Shop	Online demo shop by OT Commerce	
Categories - Brands	Q Search among 800.000.000 goods from China	Search
Home  > Account  > Profile		
General information	Add new profile	
Orders	Name* Ivan	
Account	Last name* Ivanov Middle name* Ivanovch	
Profile	Country* Belarus •	
Account Delivery	City* Klev	
Support service	Address* Sunny str 25	
Referral system	Postal code * 344567	
	State/province/	
	Phone* 8-800-000-00	
	Fields marked with * are required	
	Save Cancel	
	Site map	

A corresponding green message will be displayed if everything is correct.

o Home How to order		\$   Delivery to 📕 🗸	1 test-user-007 (4 220 pyő.) 👻	★ Favorites 1 関	Cart 1
Categories - Brands	Q Search	among 800.000.000 goods from China			Search
Home  > Account  > Pr	file				
General informa	tion Delivery	_			
Orders	Data updated successfully				
Account	Delivery data  Profile Profile 2	Add			
Profile	Last name* Ivanov				
Delivery	Name* Ivan				
Support service	Middle name* Ivanovich				
Referral system	Country* Belarus	¥			
	City* Kiev				
	Address* Sunny str 25				
	Postal code * 344567				
	State/province/				
	Phone 8-800-000-0				
	Fields marked with * are	required	_		
		Save Delete			

## How to add additional shipping profile

Click Add in profile containing pre-filled data if you want to add one more shipping profile.

0 Home Ho	w to order	\$   Delivery to 💻 👻 test-user-007 (4 220 py6.) 👻 🛣 Favorites 1 🛒	Cart
Categories -	Brands	Q Search among 800.000.000 goods from China	Sear
	Home $\Rightarrow$ Account $\Rightarrow$ Profile		
	General information	Delivery	
	Orders	Data updated successfully	
	Account	Profile Profile Add	
	Profile		
	Account Delivery	Name* Ivan	
	Support service	Middle name* Ivanovich	
	Referral system	INN Country* Belarus v	
		City* Kev	
		Address* Sunny str 25	
		Postal code * 344567	
		State/province/	
		Phone 8-800-000-00	
		Fields marked with * are required	
		Save Delete	

Fill in all fields in the same way as you did when entering data for the first profile.

o Home How to order	\$   Delivery to 📕 👻 👤 test-user-007 (4 220 py5.) 👻 ★ Favorite	es 1 🛒 Cart 1
OT Commerce Shop	Online demo shop by OT Commerce	
Categories - Brands	Q Search among 800.000.000 goods from China	Search
Home > Account > Profile		
General information	Add new profile	
Orders	Name"	
Account	Last name* Middle name*	
Profile	Country* Amenia v	
Account Delivery	City*	
Support service	Address*	
Referral system	Postal code ~ State/province/	
	Phone <sup>®</sup>	
	Fields marked with * are required	
	Save Cancel	
L	Site map	

Note that you may specify an alternative shipping address or recipient's full name.

Dialido	C	Search among 800.000.0	00 goods from China	
Home > Account > Profile				
General information	Delivery			
Orders	Delivery data -		n	
Account	Name*	Sira		
Profile	Middle name*	Conyli		
Delivery	INN			
Support service	Country*	Russian Federation 🔻		
Referral system	City*	Moscow		
	Address*	Samokatnaya 12		
	State/province/	00400		
	Phone	8-800-00-000		
	Fields marked	with * are required		

#### Click "Save" button.

Categories •	Brands	Q Search among 800.000.000 goods from China	Search
	Home > Account > Profile		
	General information	Delivery	
	Orders	Delivery data	
	Account	Last name* Sevanin	
		Name* Sira	
	Profile	Middle name* Conyli	
	Delivery	INN	
	Support service	Country* Russian Federation V	
	Referral system	City* Moscow	
		Address* Samokatnaya 12	
		Postal code * 39408	
		State/province/	
		Phone 8-800-000	
		Fields marked with * are required	
		Save Delete	

You've got two shipping profiles now. You may choose desired one when checking out.

0 Home How to order	\$   Delivery to 📕 🗸 test-user-007 (4 220 py6.) 👻 🛧 Favorites 1	🛒 Cart 1
Categories - Brands	Q Search among 800.000.000 goods from China	Search
Home > Account > Profile		
General information	Delivery	
Orders	Delivery data	
Account	Profile Profile 2 v Add	
Profile	Name* Ivan	
Delivery	Middle name* Ivanovich	
Support service	INN	
Referral system	Country* Belarus v	
	City* Kiev	
	Address* Sunny str 25	
	Postal code * 344567	
	State/province/	
	Phone 8-800-000-00	
	Fields marked with * are required	
	Save Delete	

## How to delete shipping profile

It is possible to delete shipping profile in case it is not used. Select profile and click "Delete" button.

o Home How t	to order	\$   Delivery to 📕 👻 🗶 test-user-007 (4 220 pyő.) 👻 ★	Favorites 1 🛒 Cart 1
Categories -	Brands	Q Search among 800.000.000 goods from China	Search
	Home > Account > Profile		
	General information	Delivery	
	Orders	Delivery data	_
	Account	Profile Profile 2 • Add	
	Profile	Last name* Ivanov	
	Account Delivery	Middle name* Ivanovich	
	Support service	INN	
	Referral system	Country* Belarus •	
		City* Klev	
		Address* Sunny str 25	
		Postal code * 344567	
		State/province/	
		Phone 8-800-000-00	
		Fields marked with * are required	
		Save Delete	

You need to confirm selection before deleting shipping profile.

A confirm window will appear asking if you are sure you want to delete profile. Click "Delete" button.

Profile	Profile 2 V Add		
Last name*	Ivanov		
Name*	Ivan		
Middle n M	essage		8
INN Pr	ofile will be rem	noved. Are you s	ure?
Country*	Belarus		
City*	Kiev	Delete Cano	el
Address*	Sunny str 25		
Postal code *	344567		
State/province	e/		
Disease			

Selected profile will be deleted when you are finished.