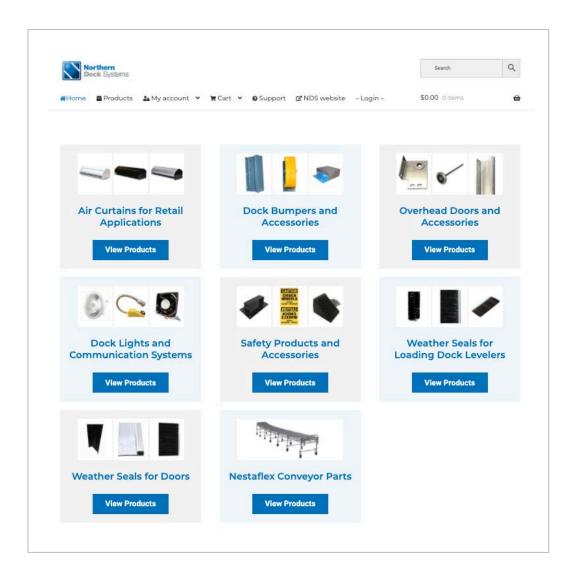


NORTHERN DOCK SYSTEMS' ONLINE SHOP

User guide



Login process

Please add the Northern Dock Systems website to your browser's Bookmarks/Favourites list and click on "Online shop" on the top right to login. Our website address is:

www.northerndocksystems.com

You must login to view our online shop and purchase products. If you currently do not have a login, please email <u>webmaster@northerndocksystems.com</u> to create a user account for you.



Click the "Online shop" button on the NDS website

Login to view the NDS online shop

My account

Modify or edit your account settings, including:

- Your profile information
- Primary billing address
- Adding multiple shipping addresses

- Viewing all past orders
- Changing your password

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Recover a forgotten password

Recover a forgotten password by going to <u>www.northerndocksystems.com</u> and clicking the "Online shop" button (top right). Once the login page loads, simply click the "Lost your password?" at the bottom of the form.

Username or Email Address	
Password	
Remember Me	
Log In	
Lost your password?	
← Back to Northern Dock Systems Shop	

Postcode / ZIP	
Phone (optional)	
Purchase Order number (optional)	
Enter a new PO# if you are not paying via credit card.	
Order Notes (optional)	
Notes about your order, e.g. special notes for delivery.	
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Making a payment

Northern Dock Systems accepts two forms of payment via our online shop:

 Credit card payments can be made via PayPal (no PayPal account is required for this method)
 OR –

2. Entering a new Purchase Order number (PO#) under shipping details

Shipping

Note: All shipping costs are estimates provided via the NDS online shop. Actual shipping costs may vary depending on the number and dimensions of oversized items. Although shipping estimates are calculated using Canada Post, actual shipping will likely be via courier.

Shipping	 Expedited Parcel: \$
	O Priority: \$
	Regular Parcel: \$
	○ Xpresspost: \$
	Estimate for



Assistance

Should you require any technical assistance or would like to follow up on any order, please contact the appropriate Support team on our Support page: https://www.shop.northerndocksystems.com/support/