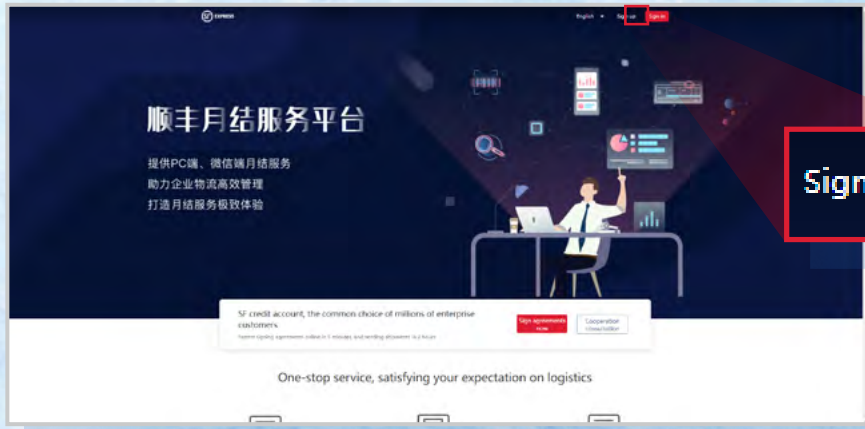


How to place a cold-chain delivery order?

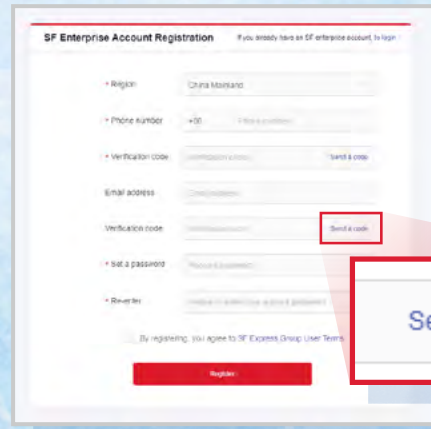


Register/ Bind

1 Enter **SF Credit Account Management Platform** and “Sign up”

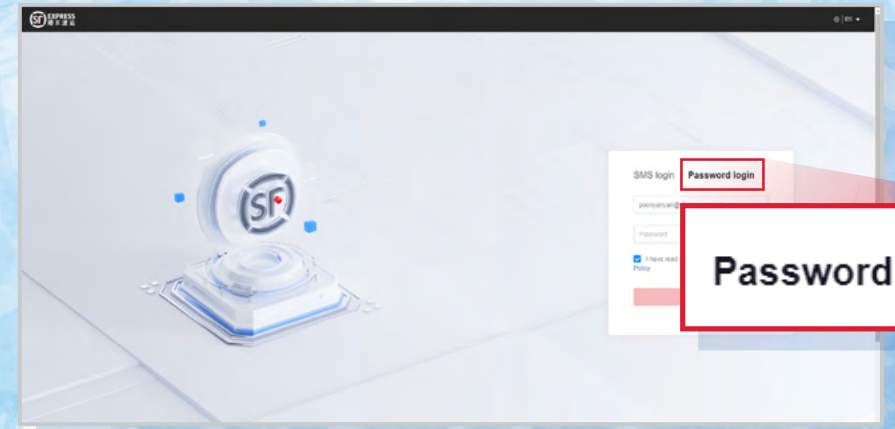


2 Fill in the information and get verification code to complete the registration

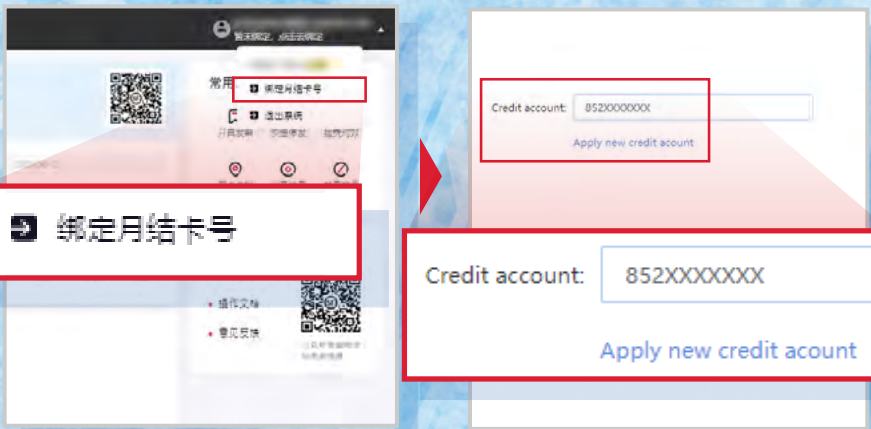


Please use a commonly used email address to get verification code

3 “Password login” to your account



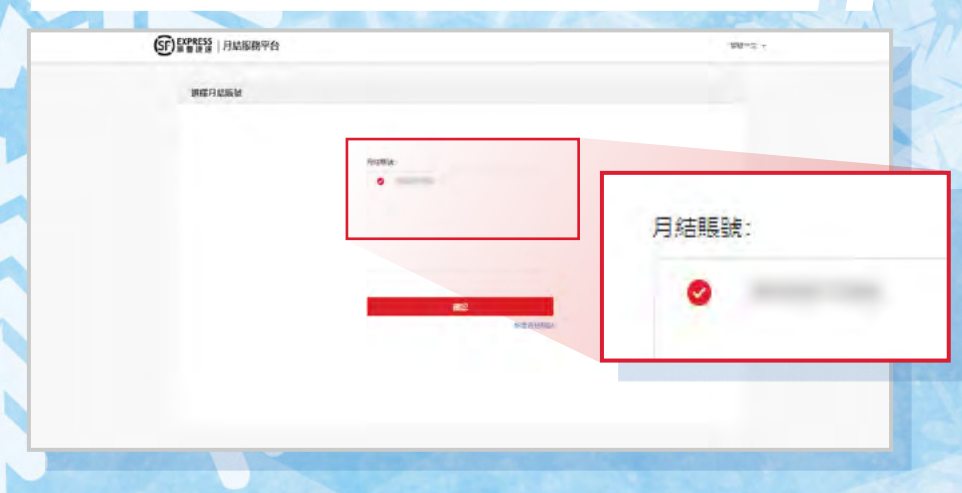
4 Bind with activated SF credit account(s)



5 Enter “Logistics Center”, click “Mail”

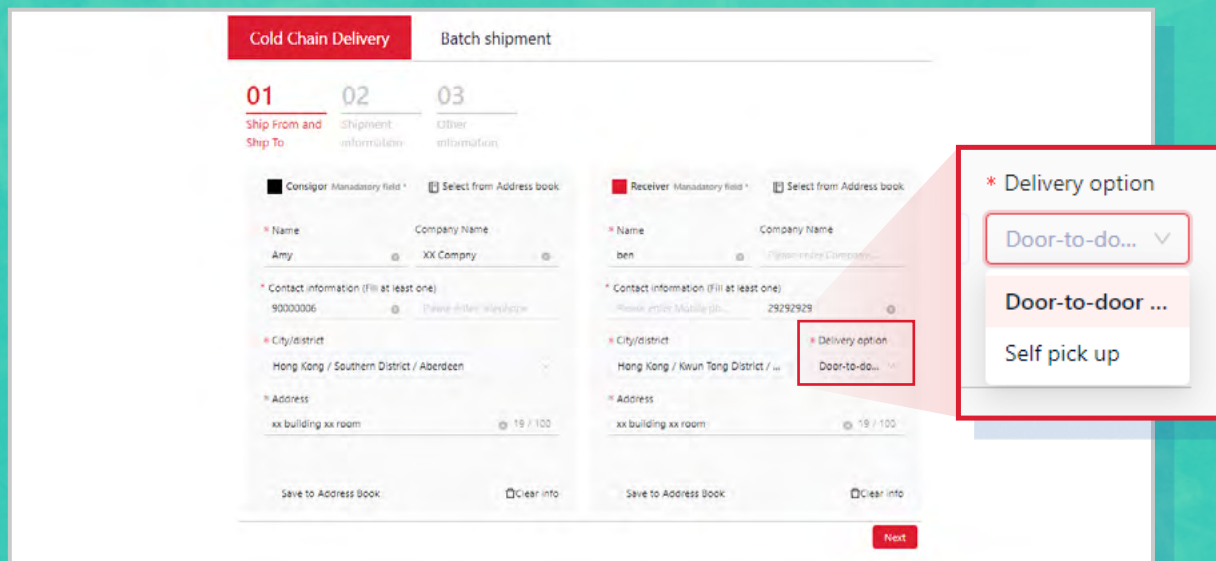


6 Select the credit account you wish to use

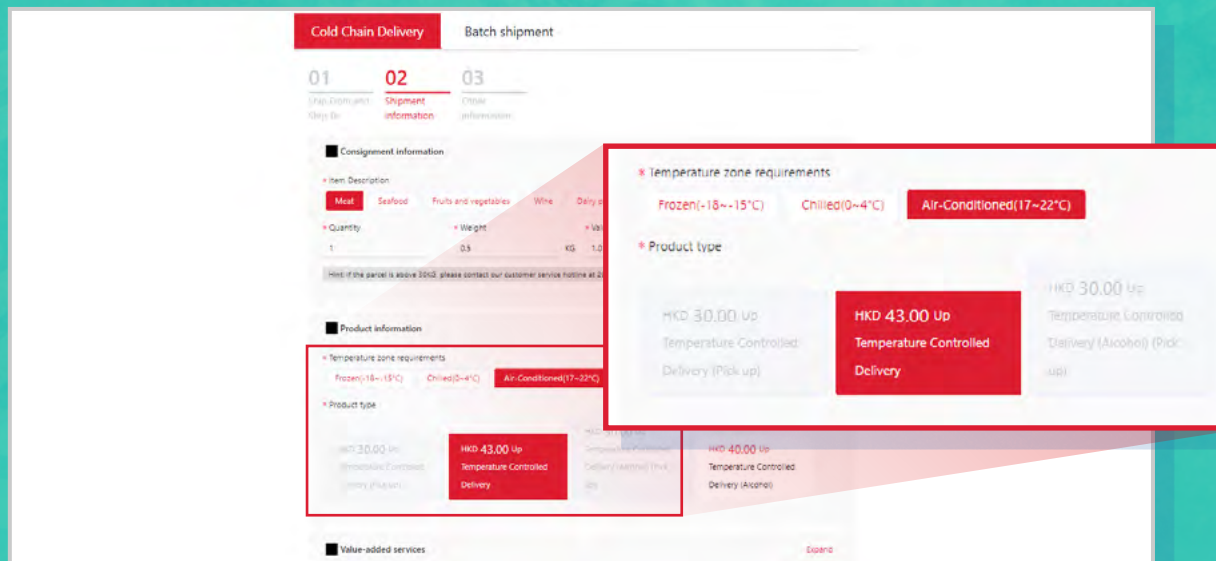


Single Order Placement

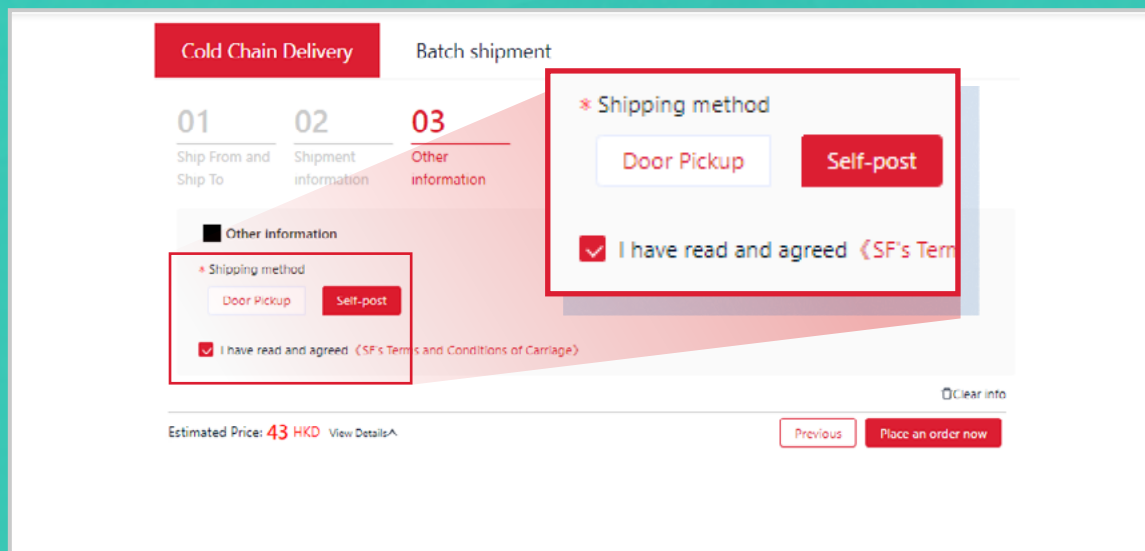
7 Enter “Send Parcel” - “Cold Chain Delivery”. Fill in sender/ recipient information and select for a “Delivery Option”



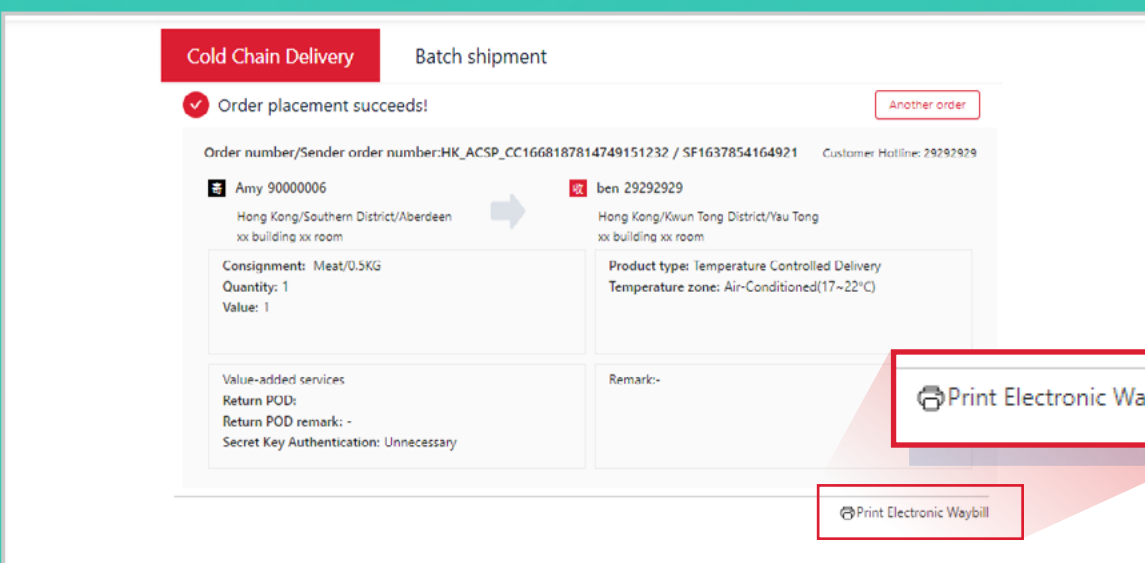
8 Fill in “Consignment Information”, select “Temperature Zone Requirement” and “Product Type” to estimate for the freight



9 Select a “Shipping Method” and agree with the Terms and Conditions to complete order placement

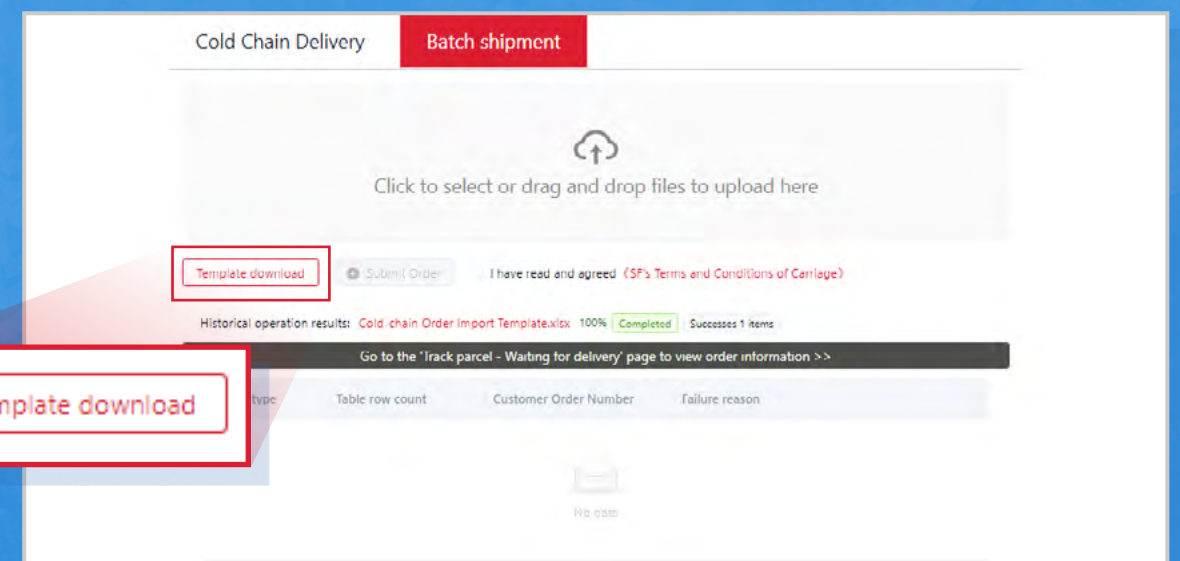


10 “Print Electronic Waybill” and wait for SF staff to pick up at-door/ self-drop off at SF Network Points



Batch Shipping Placement

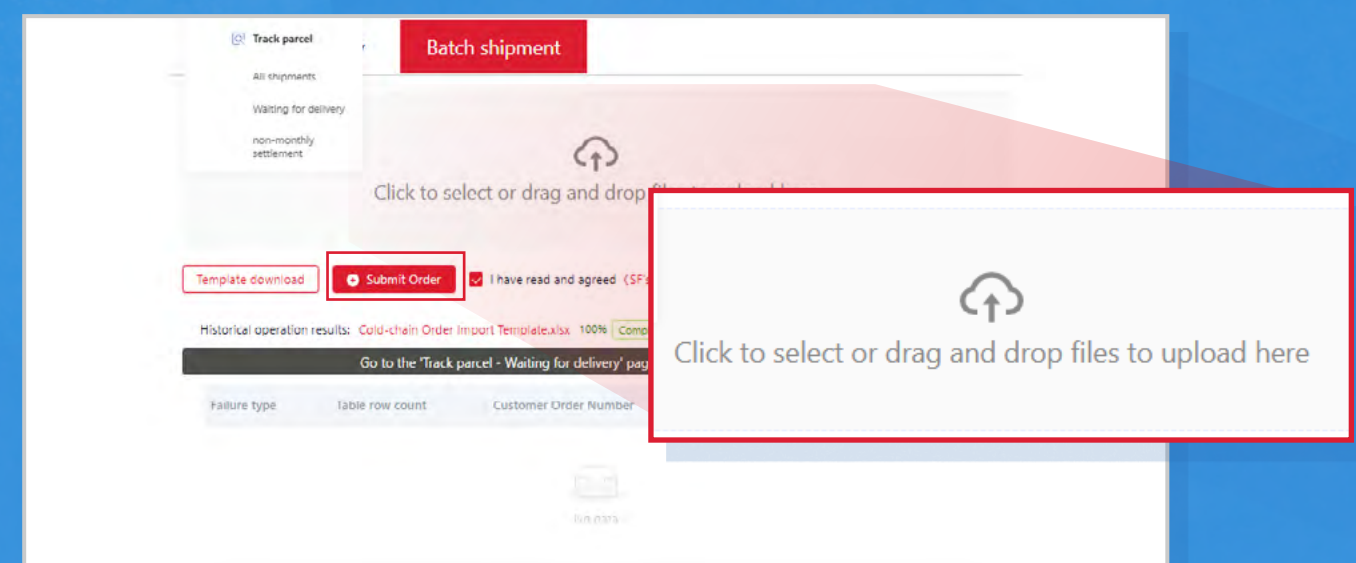
7 Enter “Send Parcel” - “Cold Chain Delivery”. Select “Batch Shipment” and click “Template Download” to input mailing information



Template Fill-in Reminder

- “Shipment Reference No.” is custom content. It cannot be repeated or duplicated with historical data
- Only one “Shipper Mobile Phone No.” can be filled in. If there is another phone number, please fill in the “Remarks”
- If the shipping method of the parcel is “Self Delivery”, please enter corresponding “SF Service Point Code” (e.g. 852A, 852PAL)

8 “Upload” the file and agree with the Terms and Conditions to complete order placement



9 Enter “Waiting for Delivery”- “Track Parcel”. After “Batch Printing” the waybills, wait for SF staff to pick up at-door/ self-drop off at SF Network Points

