










## How do I order using mobile app?

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1. Open the Shop Suki App. 
2. Your current app location is visible on the homepage after opening the app. 
3. Click on the menu button found in the upper left corner of the screen where you can log-in and access the collection and switch store. 
4. Click '**Sign in/Sign up**' to register for a new account or log in to your existing Shop Suki account. (This step is optional; you can order without creating an account.)  

5. You can browse using the menu in the upper left corner to shop for different categories.  

6. You can also look for specific items using our search bar. 7. Add items to your cart using the + and - for the desired quantity and click '**Add to Cart**'.
8. Click the cart icon in the upper right corner to review the items in your order. You can also adjust the quantities here or remove items.
- 9. When you are ready, click on '**Checkout**'.  

10. If you have a discount code, you may input it on this screen and click '**Apply**'. The discount will then be reflected in the price details. 

11. If you wish to change the delivery address, you may do so on the same screen by just clicking '**Change**'. Update the delivery address, then save and click on '**Make Payment**' to proceed.



12. Choose a delivery method. Select your barangay, delivery date, and time slot, then press "**Choose**". You may also make changes to your delivery address and additional instructions here, then click '**Continue to Shipping**'.




13. Your shipping fee will be auto-generated for you based on your barangay. Click '**Continue to Payment**'



14. Pick your desired payment option (Cash on Delivery, Swipe on Delivery, Buy Now, Pay Later, Gcash, or Online Payment) and then '**Complete Order**'.



15. You will get this confirmation screen once your order is complete. You will also receive a copy in your inbox. 

We can also do a manual order for you. Just send us your list via call, text, or email, together with the quantity and your shipping details. Our cut-off for delivery orders is until 8 p.m.