Step-by-step guide to ordering online with Masterflow.

#### STEP 1: Visit www.masterflow.uk.com

STEP 2: If you already have an online account with us, please go to STEP 4. If you DO NOT have an online account with MasterFlow, click <u>login</u> on the homepage.



Under 'Apply for an online account today', click '<u>CONTINUE</u>'.



Alternatively, click on 'Apply for an account' at the bottom of the homepage.

	COMPRESSION CP	COPPER PUSHF		F FLAR	
	STAINLESS STEEL FITTINGS	YELLOW BRAS		WRA	·
	FLEXI HOSE - WRAS	FLEXI HOSE - NO WRAS		(°)	
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	CUSTOMERICO	GIN	LITERATI		
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# STEP 3: Fill out the fields. All are required.

	Company Name
Account Number	Account Number
Job Title	Job Title
First Name	Rist Name
Last Name	Last Name
E-Mail	E-Mail
Telephone	Telephone
Postal Address	Postal Address
receiving information regarding:	Sales information Product launch news Literature and price lists Update to services All of the above None of the above
	Email
Please tick here if you would like to receive such information by:	<ul> <li>Post</li> <li>Phone</li> <li>SMS</li> <li>Push messaging</li> <li>All of the above</li> <li>None of the above</li> </ul>

Tick 'I have read and agree to the Privacy Policy' and press 'Continue'.

After completing this form, one of our team will approve your account within 72 hours. Once approved you will receive a password via email. After receiving this please continue to the next step.



STEP 5: On the log in page, insert your email and password.



# STEP 6 (optional): Click on 'Change your password'.



### STEP 7 (optional): Update your password to one of your choice and press 'CONTINUE'.

Change Password		
Current Password	Current Password	
New Password	New Password	
Password Confirm	Password Confirm	
BACK	CONTINUE	E

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#### STEP 8: To make an order, press 'ORDER' in the main menu.

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	Sea	ırch	Q	<b>.</b> 0 item(s) - £0.000
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	HOME Pi	HOME PRODUCTS ORDER My Orc order Histor	HOME PRODUCTS ORDER LITERATURE A My Orders Order History	Search Q F HOME PRODUCTS ORDER LITERATURE ABOUT US FAQS My Orders Order History

STEP 9: Find the product you want to order. You can do by pressing on the range and searching through the items.

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Alternatively you can search by product name i.e. 'Coupler' or code i.e. 'MEF1008000' by using the <u>search bar</u>.

Search Q	Straight Coupler						
Endfeed		Product	Model	Bag Qty	Price	No. Bags	No. Items
Solder Ring Fittings		8mm	MSR10080000	10	£0.1700	- 0 +	0
Compression DZR		10mm	MSR10100000	10	£0.2000	- 0 +	0
Compression CP	- 1	15mm	MSR10150000	25	£0.1600	- 0 +	0
Copper Pushfit		22mm	MSR10220000	25	£0.3900	- 0 +	0
Stainless Steel Fittings		28mm	MSR10280000	10	£0.6800		0
Yellow Brass		25mm	MSR10250000	10	£1.5200		0
Flexi Hose - WRAS		Jomm	M3K10320000	10	£1.5300		0
Flexi Hose - Non WRAS		42mm	MSR10420000	5	£2.0500	<b>-</b> 0 <b>+</b>	0
Heating Products		54mm	MSR10540000	5	£3.3700	<b>-</b> 0 <b>+</b>	0
Gas Fittings							
Taps	Reduced Coupler						
Showering		Product	Model	Bag Qty	Price	No. Bags	No.
Traps							Items
Wastes		10mm x 8mm	MSR10100800	2	£0.2300	- 0 +	0

STEP 10: Once you have found the product you wish to order. Use the +/- signs to select the amount of <u>bags</u> you require. The 'No. Items' column will show the number of units you will receive. These will automatically be added to your basket.

MEF1008000 Q	Straight Coupler						
Endfeed		Product	Model	Bag Qty	Price	No. Bags	No. Items
Solder Ring Fittings		8mm	MEE10080000	10	£0.0800	2	20
Compression							
Compression DZR		10mm	MEF10100000	10	£0.1000	- 0 -	0
Compression CP		15mm	MEF10150000	25	£0.0800	- 0 -	0
Copper Pushfit		22mm	MEF10220000	25	£0.2100	- 0 -	0
Stainless Steel Fittings		28mm	MEF10280000	10	£0.3300	- 0 -	0
Yellow Brass							
Flexi Hose - WRAS		35mm	MEF10350000	10	£0.6600	- 0 -	0
Flexi Hose - Non WRAS		42mm	MEF10420000	5	£1.0900	- 0 -	0
Heating Products		54mm	MEF10540000	5	£2.0500	- 0 -	0
Gas Fittings							
Taps							

STEP 11: When all items are in your basket, press the <u>CHECKOUT</u> button at the top of the page.



STEP 12: Here, you can review your order. If would like to amend the quantity for a particular product, type in the new quantity and press the <u>blue refresh button</u>.

To delete items from your basket, press the <u>red</u> <u>cross</u> next to the product you wish to remove.

Proa⊾ → Name	Model	Bag quantity	Quan ity	No. Items	Unit Price	Total
End Feed 8mm Couples	MEF10080000	10	2 🖸 🔇	20	£0.0800	£0.1600
Compression 15mm Straight Coupler CP	M10150000P	5	2 🖸 🛇	10	£0.7400	£1.4800
Compression 15mm x 1/2" C x FI Straight Covoler CP	M12150400P	2	1 😂 🛛	2	£0.9200	£0.9200
Compression 22mm x 3/4" C x MI Straight Coupler CP	W11220600P	2	1 😂 🛇	2	£1.3600	£1.3600
Yellow Brass 20 x 15mm Poly Shank Adaptor	MPSA2015	1	2 🖸 🛇	2	£4.5100	£9.0200
Yellow Brass 3/8" Brass Blank Nut	M25030000	5	1 😂 🕴	5	£0.3600	£0.3600
15mm Thermostatic Radiator Valve and Lockshield Pack	MTRVPK1	1	20	1	£7.4000	£7.4000
1.1/0// Duran Malan Charlest	MPVG12	1		5	£0.0900	00 4500

If you would like to add more products to your basket, press 'ADD MORE TO ORDER'. This will take you back to the main order page where you can search for products.

Once you are happy with your order, press 'CHECKOUT'.

STEP 13: On the checkout page, please fill out all fields; order number along with billing and delivery address.

\*Please note: Billing and delivery address will only have to be entered for the first order you make. These will then be saved for future reference.

rder Number:	
rpe your Order Number here	
Billing Details	
I want to use an existing address	
I want to use a new address	
First Name	Last Name
Company	Address 1
City	Post Code
Country	Region / State
United Kingdom	▼ Lancashire ▼
Delivery Details	
I want to use a new address	
First Name	Last Name
Company	Address 1
City	Post Code
City Country	Post Code Region / State

If you have any comments about your order i.e. desired delivery date, please type these in the comments box.

Standard Shipping Standard carriage rate will apply to final order. Plea	se note a conciage of $\mathfrak{L}$	8.50 will be applied if minimum order isn't reached.	
🖃 Payment Method			
Payment will be made on account.			
Add comments about your order			
			1
Product Name	Quantity	Price	Total
End Feed 8mm Coupler	2	2 2 £0.0800	£0.1600
Compression 15mm Straight Coupler CP	2	<b>2 2</b> £0.7400	£1.4800
Compression 15mm x 1/2" C x FI Straight Coupler CP	1	€0.9200	£0.9200
Compression 22mm x 3/4" C x MI Straight Coupler CP	1	€1.3600	£1.3600
Yellow Brass 20 x 15mm Poly Shank Adaptor	2	<b>2 2</b> £4.5100	£9.0200
Yellow Brass 3/8" Brass Blank Nut	1	2 O £0.3600	£0.3600
15mm Thermostatic Radiator Valve and Lockshield Pack	1	<b>₽</b> ● £7.4000	£7.4000
1.1/2" Pump Valve Gasket	5	2 O £0.0900	£0.4500
		Sub-Total:	£21.1500
		Standard shipping:	£8.5000
		Total:	£29.6500
		I have read and agree to the Terms & Condit	Continue

Tick 'Terms and Conditions' in order to show you have read and agree to our terms and conditions.

Press 'Continue'.

Step 14: Confirm your order by clicking 'Confirm Order'.

Product Name	Model	Quantity	Price	Total
End Feed 8mm Coupler	MEF10080000	2	£0.0800	£0.1600
Compression 15mm Straight Coupler CP	M10150000P	2	£0.7400	£1.4800
Compression 15mm x 1/2" C x FI Straight Coupler CP	M12150400P	1	£0.9200	£0.9200
Compression 22mm x 3/4" C x MI Straight Coupler CP	M11220600P	1	£1.3600	£1.3600
Yellow Brass 20 x 15mm Poly Shank Adaptor	MPSA2015	2	£4.5100	£9.0200
Yellow Brass 3/8" Brass Blank Nut	M25030000	1	£0.3600	£0.3600
15mm Thermostatic Radiator Valve and Lockshield Pack	MTRVPK1	1	£7.4000	£7.4000
1.1/2" Pump Valve Gasket	MPVG12	5	£0.0900	£0.4500
			Sub-Total:	£21.1500
		Standar	d shipping:	£8.5000
			Total:	£29.6500
Back				Confirm Order

Once your order request is confirmed, you will shortly receive a confirmation order. If you do not receive this or you would like to make changes to your order, please contact our customer services team on +44 (0)845 600 3060 or email <u>masterflow@ibpgroup.com</u>.

The order request will be reviewed. As they are subject to availability, we will contact you if there are any issues with the products or quantities you have ordered.