

How to Order from the Ringmasters Wholesale Retailer Portal

*Note: You must have a wholesale account to access the portal.

Step One: Login

You login to the portal at:

<http://www.ringmastersonline.com/index.php/login/>

If you do not have your user name or customer number, please contact us at 877-537-4438.

Step Two: Home Page

From here, there are a lot of things you can do. The links in the red navigation bar are for surfing around. The links in the tan navigation bar are for shopping or downloads.

The options available for shopping are: New Products, Promotions, Shop by Display (for members of the Destination Program), Shop by Product, and Retail Supplies.



Shop By Display looks and works different than the rest of the ways to shop.

Search for in categories [advanced](#)

Shopping Cart
items: 0
amount: 0.00

COUNTER TOP DISPLAY SIDE 1

← Previous Side **Side 1** Next Side → Opposite Side

Select your items from the display view below.

LDS Jewelry and Gifts

 JNL050 Low One Another Necklace \$14.99	 JNL054 Daughter of God Necklace \$17.99	 JLY011 Butterfly Earrings \$7.99	 JNL059 Butterfly CTR Necklace \$9.99
 JNY020 Mini Mini CTR Necklace \$19.99	 JNY030 Circle CTR Necklace \$19.99	 JNL026 Song of the Heart Necklace \$14.99	 JNY023 Pure in Heart Necklace \$21.99
 JNL041 Double Heart Necklace \$7.99	 JNY022 One Heart Chain Brooch \$7.99	 JNL058 Faith, Hope, Charity Filigree Necklace	 JNL027 Faith, Hope, Charity Keys Necklace

Shop by Display

SHOP BY PRODUCT

 Classic, Designer, Spinner, Foreign	 RTC, Joseph Smith, ETTÉ, Noi-Z, Specialty	 Spanish, Accessories, ETTÉ, American Sign Language, Get Noi-Z	 Jewelry	 Jewelry
 2013 Primary Theme, 2013 Youth Theme, Primary Products, Baptism Gifts	 Neckties, Pins, Temple Pins and Tie Bars	 Crystal Cubes, Treats-N-Greetings Plates, Home Decor, Gifts	 Designer Tables, Hold to the Rod	 Discontinued and Sale Items

*ORDERING SHORTCUTS

Once you have selected an item and put it into the shopping cart, on the View Cart page, you can simply enter the item number and quantity for your order, rather than having to search for the items throughout the website. You can also **SEARCH BY ITEM NUMBER** in the advanced search. If you are having trouble, please feel free to call 801-612-3030 or 1-877-LDS-GIFT (877-537-4438).

Shop by Product

To purchase a product, there are two ways.

- 1- Click on the product to get to the item page.
 - a. Put the desired quantity in the Order Quantity box
 - b. Click Add to Shopping Cart

Ringmasters jewelry and gifts

Home Shopping View Account

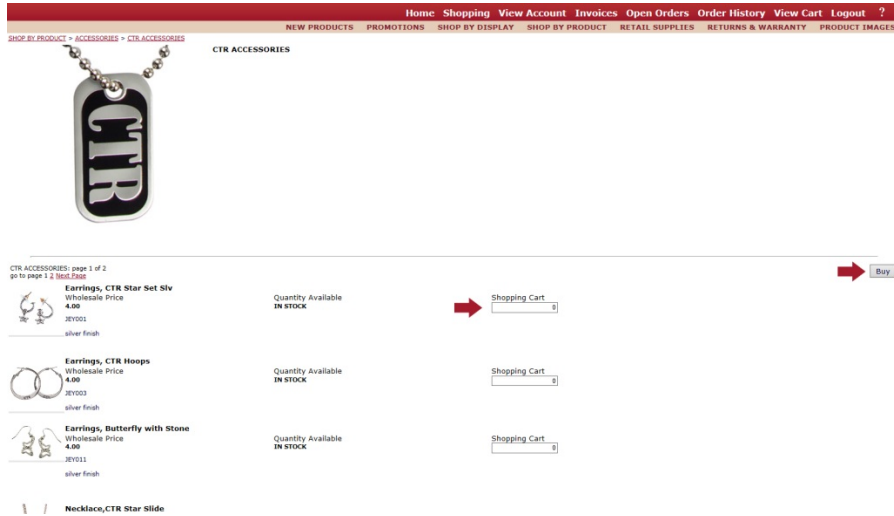
Item: JNL049
Description: necklace, Mini Dogtag CTR Antiqued Stainless Steel
JNL049
stainless steel with black enamel on 24" ball chain

Unit of Measure: EACH
Quantity Available: 19 STOCK
Order Quantity:

From Quantity	To Quantity	Unit Price
1	Or Greater	3.00

Home Shopping View Account Invoices Open Orders Order History View Cart Logout
Please send questions or comments to the [Webmaster](#).

- 2- In the category page
 - a. In the Shopping Cart box type the desired quantity.
 - b. Hit the “Buy” button on the far right side.



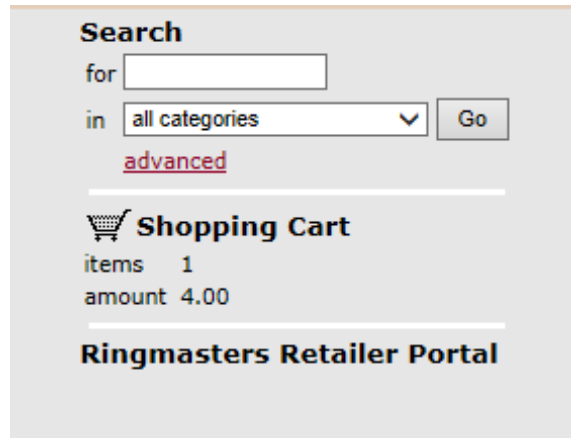
Step Three: Checkout

Once you are finished shopping, click on “View Cart” in the red navigation bar. If you have an account, most of the information on this screen will be filled in. Verify it is correct. Click on “Next”.

On the next page, hit “Accept”. You are done!

Shortcut!

Another easy way to order is to look up the products by item number. On the left hand side of the page is a search box. To search by item number click “advanced”.



The screenshot shows a search interface with the following elements:

- Search** header
- A text input field labeled "for" with an empty box.
- A dropdown menu labeled "in" with "all categories" selected and a downward arrow.
- A "Go" button to the right of the dropdown.
- A red underlined link labeled "advanced" below the dropdown.
- A horizontal separator line.
- A shopping cart icon followed by the text "Shopping Cart".
- Text indicating "items 1" and "amount 4.00".
- A horizontal separator line.
- The text "Ringmasters Retailer Portal" at the bottom.

A pop up window will appear. Type in the item number and hit search. Your desired product’s page will pop up.

Any further questions, please contact the webmaster: kirk@ringmasters-inc.com.