

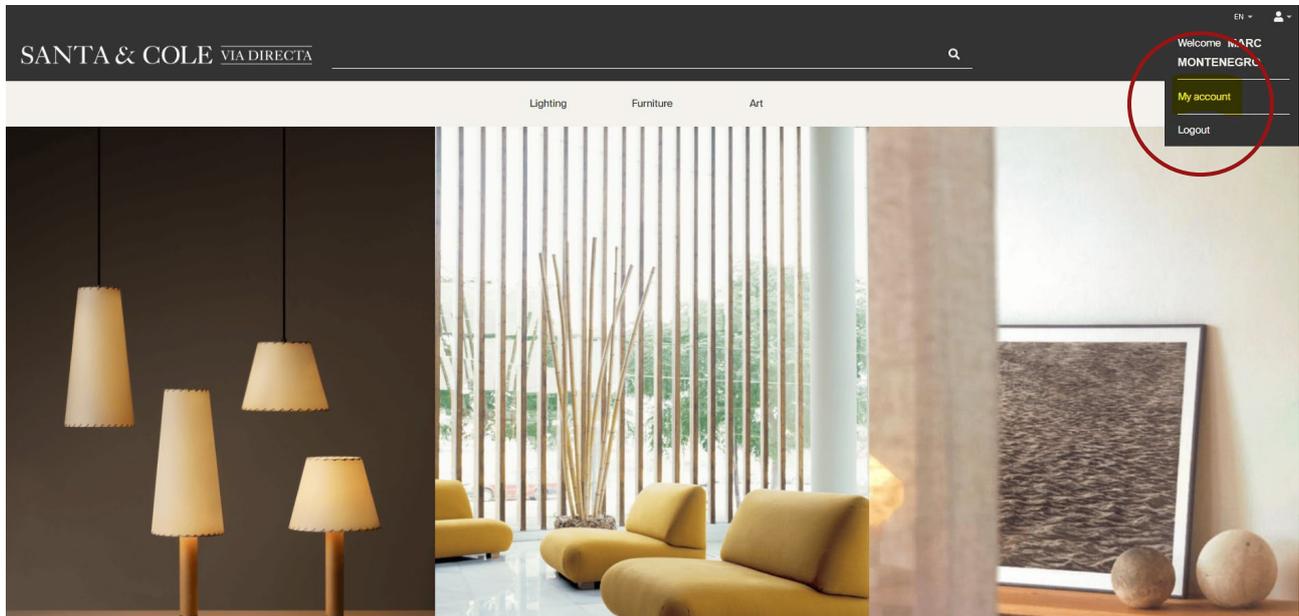


SANTA & COLE

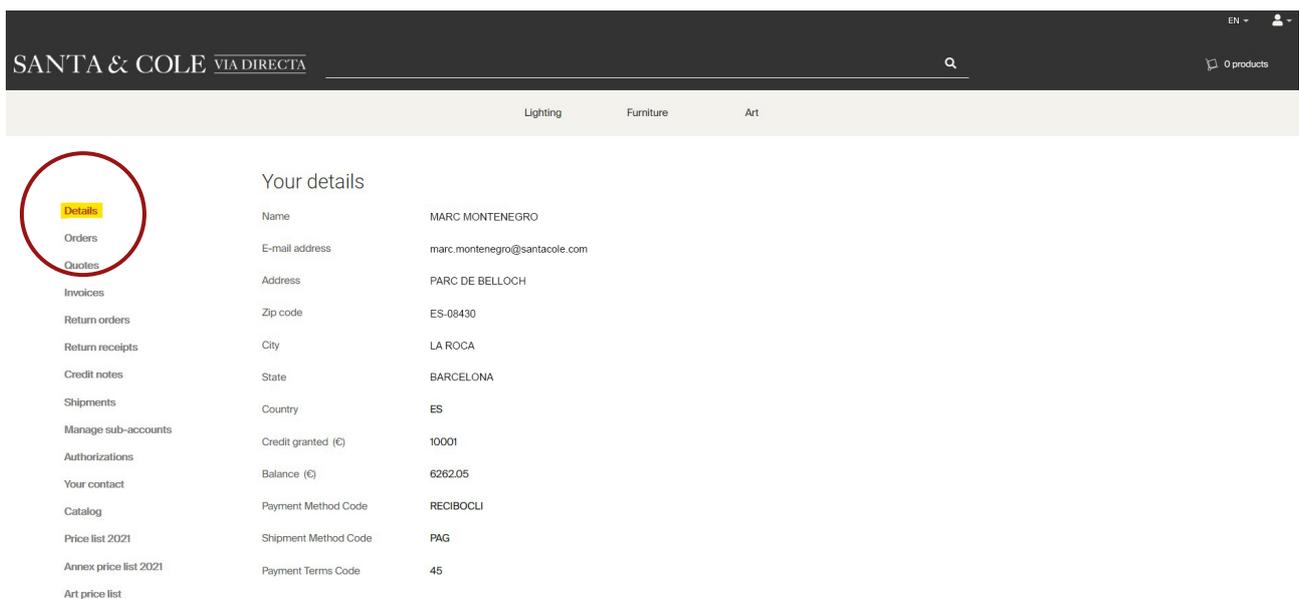
User Guide

[viadirecta.santacole.com](http://viadirecta.santacole.com)

## Go to My account



## Show customer data



## Access to pending orders to be sent to the customer

SANTA & COLE VIA DIRECTA Q 0 products

Lighting Furniture Art

- Details
- Orders
- Quotes
- Invoices
- Return orders
- Return receipts
- Credit notes
- Shipments
- Manage sub-accounts
- Authorizations
- Your contact
- Catalog
- Price list 2021
- Annex price list 2021
- Art price list

### Order history

Order no.  From  To  Search

Open orders	Order date	Bill-to name	Total	Order status	
SCN-XX00-00000	7/29/2021	DC MARC MONTENEGRO	€ 678,81	Pending	<a href="#">View details</a>

## Access to offers registered in the system

SANTA & COLE VIA DIRECTA Q 0 products

Lighting Furniture Art

- Details
- Orders
- Quotes
- Invoices
- Return orders
- Return receipts
- Credit notes
- Shipments
- Manage sub-accounts
- Authorizations
- Your contact
- Catalog
- Price list 2021
- Annex price list 2021
- Art price list

### Quotes history

Quote no.  From  To  Search

Recent quotes

No quotes found.

## Access to invoices registered in the system

SANTA & COLE VIA DIRECTA Q 0 products

Lighting Furniture Art

- Details
- Orders
- Quotes
- Invoices
- Return orders
- Return receipts
- Credit notes
- Shipments
- Manage sub-accounts
- Your contact
- Catalog
- Price list 2021
- Annex price list 2021
- Art price list

### Invoices history

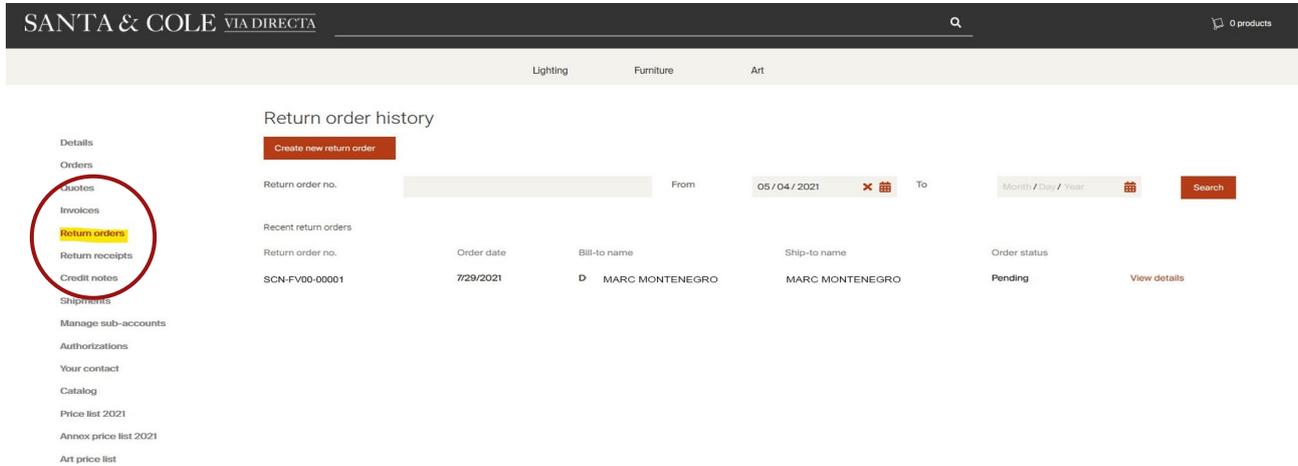
Order no.  From  To  Search

Document no.

Recent invoices

Document no.	Order no.	Order date	Bill-to name	Total	Outst. total	Pay	
SCN-FV00-00001	SCN-FV00-00011	7/29/2021	MARC MONTENEGRO	€ 0,00	€ 0,00	<input checked="" type="checkbox"/>	<a href="#">View details</a>
SCN-FV00-00002	SCN-FV00-00012	7/19/2021	MARC MONTENEGRO	€ 1.232,93	€ 1.232,93	<input type="checkbox"/>	<a href="#">View details</a>
SCN-FV00-00003	SCN-FV00-00013	7/15/2021	MARC MONTENEGRO	€ 538,57	€ 538,57	<input type="checkbox"/>	<a href="#">View details</a>
SCN-FV00-00004	SCN-FV00-00014	7/8/2021	MARC MONTENEGRO	€ 662,11	€ 662,11	<input type="checkbox"/>	<a href="#">View details</a>

## Access to **return orders** registered in the system:



SANTA & COLE VIA DIRECTA

Lighting Furniture Art

Return order history

Create new return order

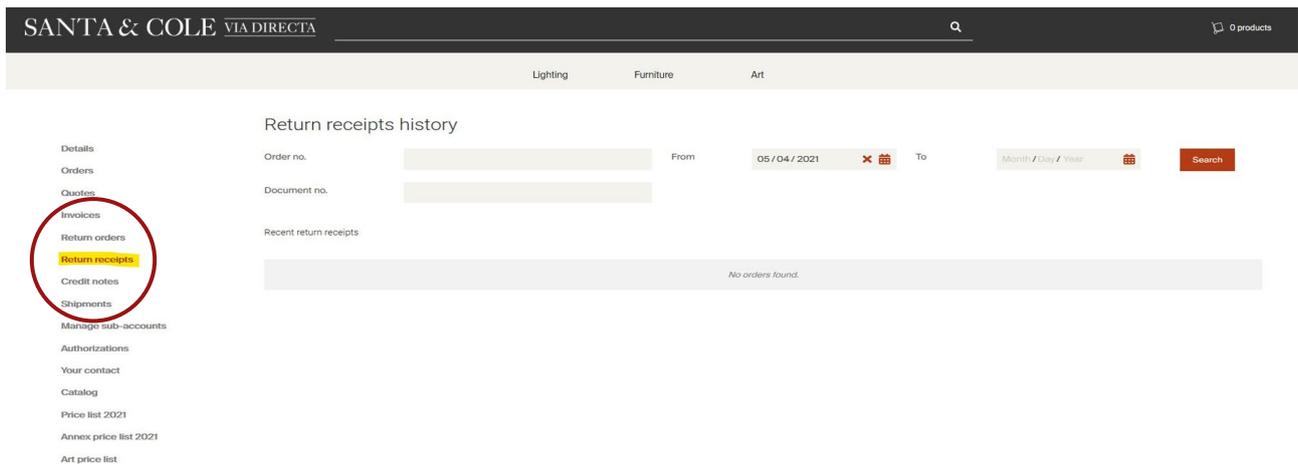
Return order no. From 05/04/2021 To Month/Day/Year Search

Recent return orders

Return order no.	Order date	Bill-to name	Ship-to name	Order status	
SCN-FV00-00001	7/29/2021	D MARC MONTENEGRO	MARC MONTENEGRO	Pending	<a href="#">View details</a>

Details  
Orders  
Quotes  
Invoices  
**Return orders**  
Return receipts  
Credit notes  
Shipments  
Manage sub-accounts  
Authorizations  
Your contact  
Catalog  
Price list 2021  
Annex price list 2021  
Art price list

## Access to **return receipts** registered in the system



SANTA & COLE VIA DIRECTA

Lighting Furniture Art

Return receipts history

Order no. From 05/04/2021 To Month/Day/Year Search

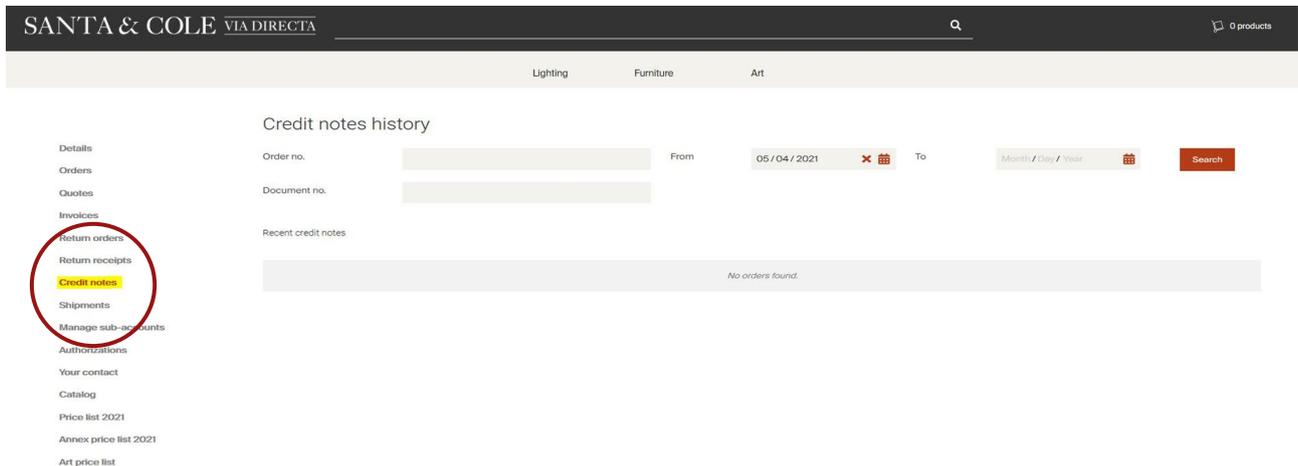
Document no.

Recent return receipts

No orders found.

Details  
Orders  
Quotes  
Invoices  
**Return orders**  
**Return receipts**  
Credit notes  
Shipments  
Manage sub-accounts  
Authorizations  
Your contact  
Catalog  
Price list 2021  
Annex price list 2021  
Art price list

## Access to **credit notes** registered in the system



SANTA & COLE VIA DIRECTA

Lighting Furniture Art

Credit notes history

Order no. From 05/04/2021 To Month/Day/Year Search

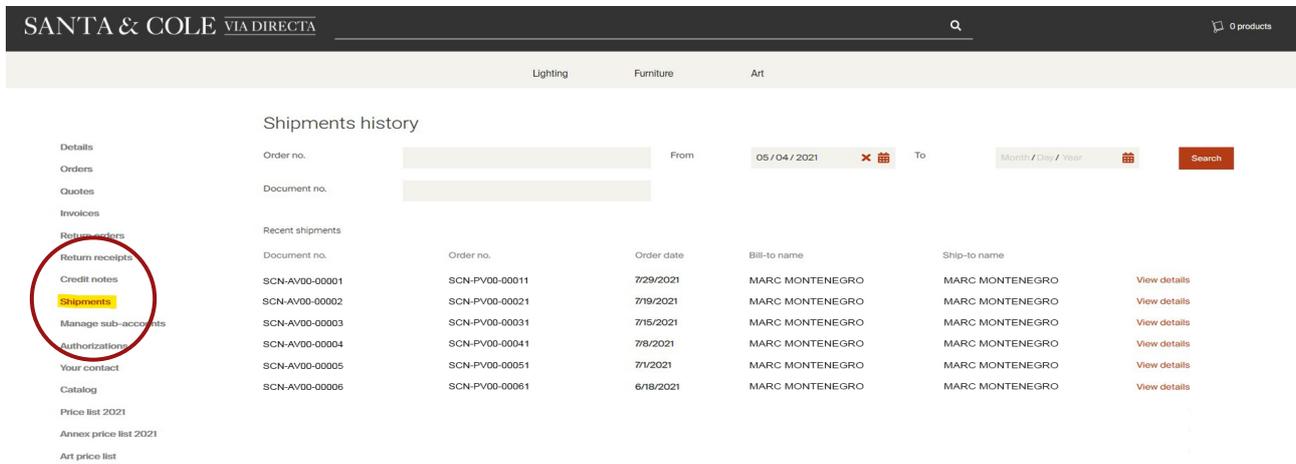
Document no.

Recent credit notes

No orders found.

Details  
Orders  
Quotes  
Invoices  
Return orders  
**Return receipts**  
**Credit notes**  
Shipments  
Manage sub-accounts  
Authorizations  
Your contact  
Catalog  
Price list 2021  
Annex price list 2021  
Art price list

## Access to **shipments** made by Santa & Cole



SANTA & COLE VIA DIRECTA

Lighting Furniture Art

Shipments history

Order no. From 05 / 04 / 2021 To Month / Day / Year Search

Document no.

Recent shipments

Document no.	Order no.	Order date	Bill-to name	Ship-to name	
SCN-AV00-00001	SCN-PV00-00011	7/29/2021	MARC MONTENEGRO	MARC MONTENEGRO	<a href="#">View details</a>
SCN-AV00-00002	SCN-PV00-00021	7/19/2021	MARC MONTENEGRO	MARC MONTENEGRO	<a href="#">View details</a>
SCN-AV00-00003	SCN-PV00-00031	7/15/2021	MARC MONTENEGRO	MARC MONTENEGRO	<a href="#">View details</a>
SCN-AV00-00004	SCN-PV00-00041	7/8/2021	MARC MONTENEGRO	MARC MONTENEGRO	<a href="#">View details</a>
SCN-AV00-00005	SCN-PV00-00051	7/1/2021	MARC MONTENEGRO	MARC MONTENEGRO	<a href="#">View details</a>
SCN-AV00-00006	SCN-PV00-00061	6/18/2021	MARC MONTENEGRO	MARC MONTENEGRO	<a href="#">View details</a>

Details  
Orders  
Quotes  
Invoices  
Return orders  
Return receipts  
Credit notes  
**Shipments**  
Manage sub-accounts  
Authorizations  
Your contact  
Catalog  
Price list 2021  
Annex price list 2021  
Art price list

## Other options

### Manage subaccounts

To have a subaccount by user

### Authorisations

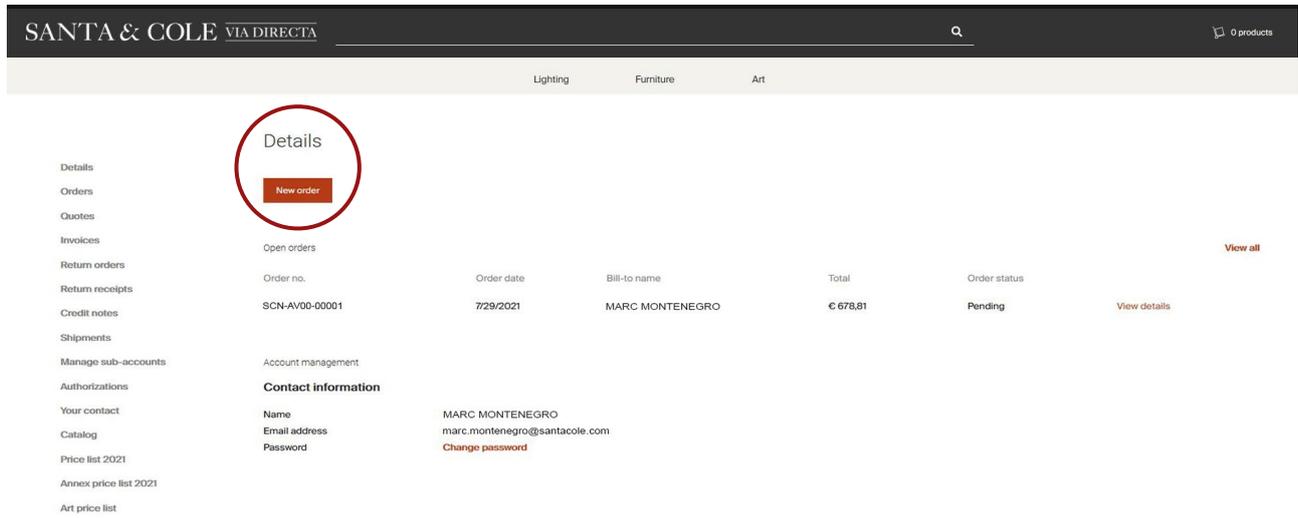
Validate orders by the purchasing manager

### Your contact

Santa & Cole contact

## How to register an order

### Go to My account and New order



SANTA & COLE VIA DIRECTA

Lighting Furniture Art

0 products

Details

New order

Open orders View all

Order no.	Order date	Bill-to name	Total	Order status	
SCN-AV00-00001	7/29/2021	MARC MONTENEGRO	€ 678,81	Pending	<a href="#">View details</a>

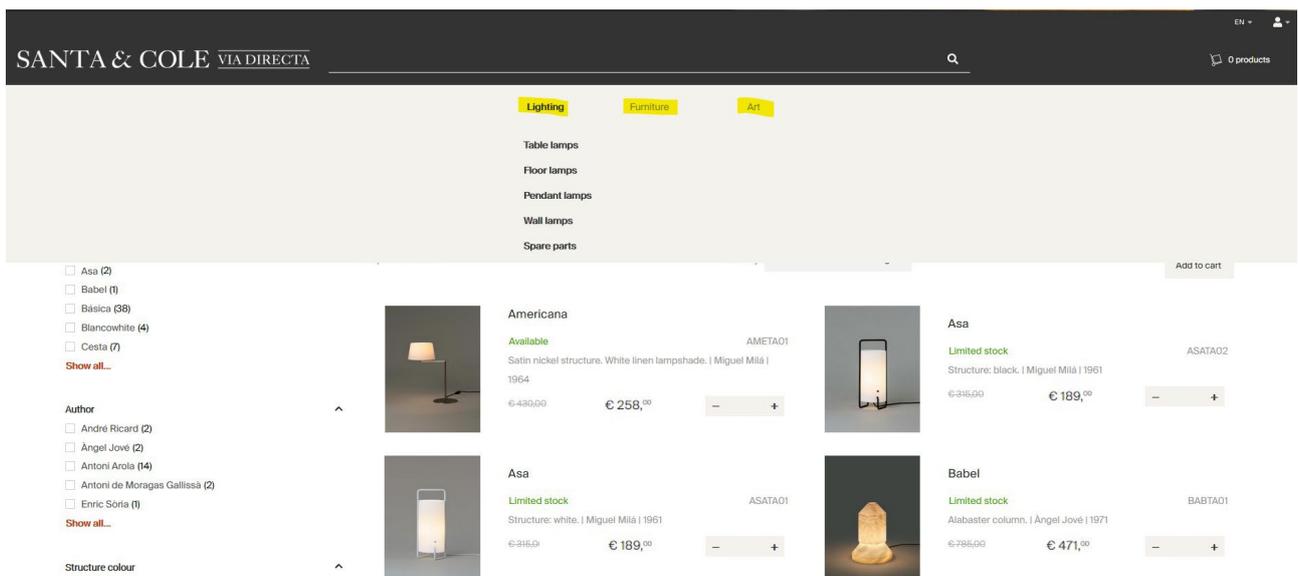
Account management

**Contact information**

Name: MARC MONTENEGRO  
 Email address: marc.montenegro@santacole.com  
 Password: [Change password](#)

Details  
 Orders  
 Quotes  
 Invoices  
 Return orders  
 Return receipts  
 Credit notes  
 Shipments  
 Manage sub-accounts  
 Authorizations  
 Your contact  
 Catalog  
 Price list 2021  
 Annex price list 2021  
 Art price list

You can also register your order by selecting the product from Lighting, Furniture or Art (from the product sheet)



SANTA & COLE VIA DIRECTA

Lighting Furniture Art

Table lamps  
 Floor lamps  
 Pendant lamps  
 Wall lamps  
 Spare parts

Asa (2)  
 Babel (1)  
 Básica (38)  
 Biancowhite (4)  
 Cesta (7)  
[Show all...](#)

Author  
 André Ricard (2)  
 Àngel Jové (2)  
 Antoni Arola (14)  
 Antoni de Moragas Gallissà (2)  
 Enric Sota (1)  
[Show all...](#)

Structure colour

**Americana**  
 Available  
 AMETA01  
 Satin nickel structure. White linen lampshade. | Miguel Milà | 1964  
 € 439,00 € 258,00

**Asa**  
 Limited stock  
 ASATA01  
 Structure: white. | Miguel Milà | 1961  
 € 316,00 € 189,00

**Asa**  
 Limited stock  
 ASATA02  
 Structure: black. | Miguel Milà | 1961  
 € 316,00 € 189,00

**Babel**  
 Limited stock  
 BABTA01  
 Alabaster column. | Àngel Jové | 1971  
 € 786,00 € 471,00

Add to cart

## Information about product availability

Possibility of making different filters to search for the product.

There are 3 categories:

- Available (in stock).
- Limited stock (less than 15 pcs).
- Coming soon (Not available. Please, contact Santa & Cole to know availability).

The screenshot shows a product grid for 'Table lamps' on the Santa & Cole website. The grid is organized into columns and rows. On the left, there are filter sections for 'Product', 'Author', 'Structure colour', and 'Structure material'. The main grid displays several products, each with a thumbnail image, a title, a stock status (e.g., 'Available', 'Limited stock', 'Coming soon'), author information, and price. For example, the 'Asa' lamp is shown with a 'Limited stock' status and a price of €189,00. The 'Americana' lamp is available for €258,00. The 'BiancoWhite C1' lamp is also available for €330,00. The grid is sorted by 'Product name descending'.

Add product to shopping cart.

Add the units you want to buy (clicking +).

Customer discount already applied.

This image shows a detailed view of the 'Asa' table lamp product page. On the left is a vertical photograph of the lamp, which has a black frame and a glowing white interior. To the right of the image, the product name 'Asa' is displayed in a large font. Below the name, the stock status is shown as 'Limited stock' in green. Further down, the structure is described as 'black. | Miguel Milá | 1961'. The original price is crossed out as '€315,00', and the current price is '€189,00'. On the far right, the product code 'ASATA02' is visible, and below it is a button with a minus sign and a plus sign for adjusting the quantity.

## Go to shopping cart

Home » Shopping cart

### Shopping cart

Product	Price	Quantity	Total
<b>Asa</b> <small>ASATA02</small> <a href="#">View</a> <a href="#">Delete</a>	€ 315,00	1	€ 189,00 <small>40,00%</small>

Shopping cart details

<b>Total</b>	€ 189,00
IVA21	€ 0,00
<b>Total incl. tax</b>	€ 189,00

Empty shopping cart

[Checkout](#)

## Possibility of changing delivery address.

You can choose to pay the cost of the freight for orders less than the minimum amount or consolidate with other orders to avoid the freight.

## Go to finalise order

### Checkout

Shipping information

- Deliver the order to the same address as the billing address.
- Deliver the order to a different address from address book.
- Deliver the order to a different address. (Important information: No deliveries are made to private addresses)

**MARC MONTENEGRO KRONENBERGER BVBA**  
 PARC DE BELLOCH  
 ES-08430 LA ROCA  
 España

Delivery method

- DAP-750
- Consolidate with other orders

Payment information

- Pay on your term
- Pay now

Order overview

€ 60,00  
No commissions

Shipping address

MARC MONTENEGRO KRONENBERGER BVBA  
 PARC DE BELLOCH  
 ES-08430 LA ROCA  
 España

Billing address

MARC MONTENEGRO KRONENBERGER BVBA  
 PARC DE BELLOCH  
 ES-08430 LA ROCA  
 España

Shipping method  
Please select shipping.

Payment method  
Pay on your term

[Pay](#)

Product	Total
<b>Asa</b> <small>ASATA02</small>	1 € 189,00

Possibility of mentioning the customer order number, an important information and required delivery date

Reference number

Message

Requested delivery date

Month / Day / Year



I have read and fully understand the [Legal notice and purchase conditions](#)

Pay

Order processed successfully

Order processed successfully

[Go to homepage.](#)

## Payment Method

Bank transfer (not mentioned in VIA DIRECTA).

Once the order is registered, Santa & Cole will send the Proforma Invoice to the customer to make the payment by bank transfer.

Other payment options (PayPal / Visa).

## Checkout

### Shipping information

Deliver the order to the same address as the billing address.

**MARC MONTENEGRO KRONENBERGER BVBA**

PARC DE BELLOCH

ES-08430 LA ROCA

España

Deliver the order to a different address from address book.

Deliver the order to a different address. (Important information: No deliveries are made to private addresses)



### Payment information

Pay on your term

Pay now



Thank you