

Koehler Home Décor Drop Shipping Service Guide



Your Source For
Wholesale Home Décor
Accessories & Unique Gifts
KoehlerHomeDecor.com

Updated 1/5/2017

Thank you for your interest in our free drop shipping service.

A minimum purchase or registration is not required other than your resale tax permit copy.

California destination merchandise taxable at 7.25% without a valid sales permit on file.

All dropship orders are self-service and must be placed online

We accept payment through Visa, MasterCard, Discover, American Express and PayPal.

We do not offer terms.

How to Place Dropship Orders

Once you receive an order, simply place your dropship order at KoehlerHomeDecor.com. Your order will ship directly to your customer; however, correct billing information is required to prevent your order from being rejected.

Type your customers shipping information in the shipping fields and your billing information in the billing fields. Receipts and tracking information will be received at the email address used at order placement so be sure to use your email address and not your order recipient.

To include your company name on the shipping label, type your name in the "Company" field in the shipping information.

If you have not submitted your sales tax permit document your order will maintain the sales tax charge. If you have submitted valid sales tax documentation you will not be charged sales tax. Applies to California destination merchandise only.

Your order is not complete until you click "send order" and receive a confirmation page.

Tracking numbers will be emailed to you in 1-2 business days and uploaded to your account if registered.

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Order Tracking

The My Account feature will store your order history and tracking information by email address, please register at <http://myaccount.koehlerhomedecor.com/>

Wholesale Resource Center

Product feeds and images may be accessed in the Wholesale Resource Center at:
<http://site.koehlerhomedecor.com/wholesale/>

We do not provide support for uploading inventory files or product images to your site.
Contact your store web-host for support if you do not know how to upload inventory and images.

Wholesale Pricing

Wholesale prices are as published.
Minimum order amounts are not required.
MSRP is the suggested retail price and not your cost.
Shipping rates apply to wholesale prices and not MSRP.

Limitations on Use

Limited use is granted to the distributors of Koehler Group, Inc. products. Distributors are strictly limited to the transferring and or downloading of product data only and may not transfer any other site content as per our Terms of Use at <http://www.koehlerhomedecor.com/terms-of-use.html>

Store Policies

Important Store policies are published at:
<http://www.koehlerhomedecor.com/info.html>

Shipping Rates

Please find shipping rates and methods at:
<http://www.koehlerhomedecor.com/shipping-information.html>

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California Proposition 65 Warning

Any distributor/reseller with more than 10 employees who sells to customers in California must comply with California Proposition 65, which requires notices about potential exposure to certain chemicals. Please visit OEHHA Proposition 65 for more information.

Sales Tax Liability

State law mandates that a sales permit is required to honor California non-taxable sales. Email your state permit to cs@koehlerhomedecor.com or fax toll free to 1.866.669.6550.

States with no sales tax shipping resale products into California require proof of your Federal EIN number to honor your non-taxable sales - applies to Alaska, Delaware, Montana, New Hampshire, Oregon and foreign purchasers.

Amazon FBA Requirements:

Koehler Home Décor ships to Amazon warehouses.

A minimum purchase of \$100.00 in merchandise is required.

If you wish to supply pre-paid labels you must order by the case quantity.

If you do not wish to supply prepaid labels, we can ship directly for the freight charge charged when you placed your order. Ordering case quantity is not required.

To verify stock availability and case quantity and weight please refer to the [Koehler Group, Inc. Inventory List \(Stock Count\) \(Excel Document\)](#) also located in the Wholesale Resource Center.

After creating your shipping label to determine where Amazon will be routing your inventory, place your order online.

Directly after placing your order, email your shipping label and item labels. If you use Amazon item labeling service, email your shipping label only and please advise us your item labels will be created by Amazon.

Find complete Amazon FBA information at <http://www.koehlerhomedecor.com/wholesale-home-decor.html>

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Support

We are here to assist you with inquiries or concerns via email seven days a week!

Support is via email, please email us at cs@koehlerhomedecor.com

Please do not call our order line regarding dropship inquiries.

Anonymity

We dropship via the shipping label "Distribution Center".

Our company name does not appear on the shipping label or the packing slip.

The packing slip will include order details without pricing.

Thank you for considering us as your source for wholesale home décor accessories and unique gifts wholesale direct, we wish you great success with all your endeavors and we look forward to assisting you!

Koehler Home Decor
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121 SW Salmon St Ste 1100
Portland, OR 97204
P: 1.866.669.6536
F: 1.866.669.6550
KoehlerHomeDecor.com