

How to trade and save with Element 8

Web Development and Online Services

- Choose your desired package, click INQUIRE NOW.
- Log in using Member Log in details.
- Enter contact person name, email ID, phone number and message. Click SUBMIT.
- You will receive an email notification of your order inquiry.
- Element8 will contact you within 24 hours, in case you did not receive any reply, you may call the contact number at Element8 page.
- Receive quote from Element8, if satisfied, prepare PO.
- Log in using Member Log in details.
- Click ADD NEW TRANSACTION. Upload the required documents like PO and Quotation. Provide the required information like Partner Name, PO Number, Order Value, PO Date, Quote Number, Quote Amount. Click SUBMIT.
- You will receive an email notification of submitted PO.
- Element8 will review your PO, they may require additional information and documents.
- Element8 will approve your PO if all information and documents provided are correct.
- You will receive an email notification of approved PO.
- Element8 will deliver the products and/or services according to agreed terms and conditions.
- For invoice, you may call the contact number at Element8 page.
- Pay for the invoice and obtain official receipt for the payment.