



Introducing the Wyckham Blackwell Delivery & Order Tracker



This tracker will enable you to stay up to date and receive notifications on the progress of your orders and deliveries. To access the tracker go to **www.wbte.uk** or click the link on our website **www.wyckhamblackwell.co.uk**

DELIVERY & ORDER TRACKER



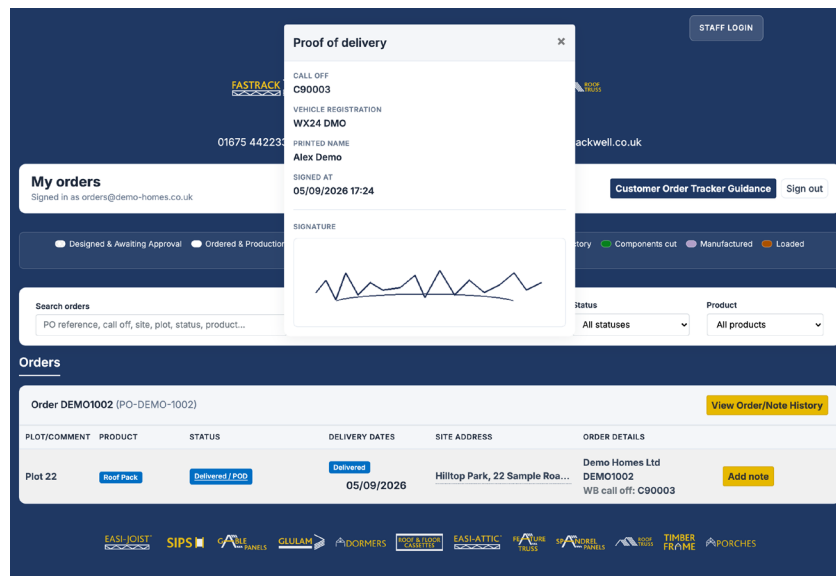
Once on the tracker you will be presented with the login screen shown below.

Getting Started: To gain access please enter the email address you provided when your order was placed. An authentication email will be sent to you. Once your email address has been verified, you will be able to access the tracker at any time.

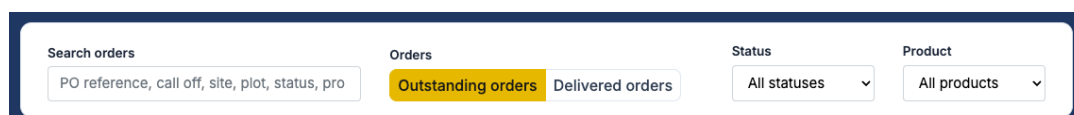
After logging in, you will be taken to a screen displaying all of your orders and the status they are at, with delivery dates. If you have multiple orders, products or sites linked to your account within our tracker, these can all be viewed simultaneously from the same screen display.

Requesting Changes: If changes to the agreed delivery schedule are required, simply select the **'Add Note'** button. Any information submitted will generate a notification to Wyckham Blackwell, who will review your request and contact you to confirm, update or amend the schedule as necessary.

Proof of delivery: You can check proof of delivery by clicking the Delivered / POD button in the status column. Your proof of delivery will be displayed:



Search & Filtering Features: The tracker includes a range of search and filtering tools to help you quickly find the information you need.



- Search by PO number, plot number, or other key information.
- Toggle between active call-offs and delivered call-off history.
- Toggle between operational status e.g. Design Approved, Manufactured etc.
- Toggle between product types.
- View the entire order in a single view, including history of any notes, comments or amendment requests submitted through the tracker.

This tracker and its features are designed to provide complete visibility and notification of your order status and delivery schedule, ensuring you always have the latest information at your fingertips.

If you are unable to access the tracker or any information is not available to you, then please speak to one of our team and they will be happy to get you back on track.

