

## 7-0031-EN- Free shipping to shop members if they purcha...

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To setup free shipping to shop members, please follow the steps provided below.

- » Open shop in ShopFactory
- » Click -> Total Care -> My Orders
- » You will be redirected to Total interface
- » Click -> Services -> Membership management -> Member account management setup

- » Scroll down until you see &ldquo;Do you want to offer free shipping?&rdquo;

- » Tick the option &ldquo;Yes, if they spend more than&rdquo; and then enter the amount
- » Click -> Submit button