

ORDER AMENDS USER GUIDE

STEP BY STEP

**ACCESS
ORDER
AMENDS**

**ACCESS VIA THE B2B
(PENTLAND CONNECT)**



**SEARCH FOR ITEM TO
AMEND**



**AMEND & ADD
CANCELLATION
REASON**



CONFIRMATION



**ORDER AMEND
PROCESSED**

OPEN ORDERS CAN BE FOUND
UNDER "MY ACCOUNT" ON
PENTLAND CONNECT



B2B/Header

Welcome Back, **Shilpa K** **My Account** Sign Out

My Company	Quick Order	Order Management	Brand Resources	My Details	Support
Invoices / Credit	Input Barcode Upload Order File	Order History Stock Rotation My Saved Baskets Open Order Amendments Warranty Returns Forward Orders	Brand Portal Berghaus Downloads Canterbury Downloads Endura Downloads Mitre Downloads Speedo Downloads Kickers Downloads	Personal Details Email Address Reset Password Sizing Preference Ship To Addresses Show / Hide Prices	Raise Support Ticket FAQs Contact Us

Pentland Berghaus Canterbury Endura Mitre Speedo Kickers Clearance

Search... 1044 £0.00

YOU CAN SEARCH FOR THE ITEM YOU WANT TO AMEND HERE



Open Order Amendment

Sort by Search for

Displaying 1 - 12 of 46 items [Download Excel File](#)

No	Product	Order Number	P.O. Number	Order Date	Stock Due Date	Amendment	Reason for Reduction
1	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145058	1234	15 May 23	18 May 23 (2 units)	In pick: 0 Amendable: 2 Amend to: <input type="text" value="2"/> Total: 2	Select*
2	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145059	1234	15 May 23	18 May 23 (1 units)	In pick: 0 Amendable: 1 Amend to: <input type="text" value="1"/> Total: 1	Select*
3	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145049	test	12 May 23	16 May 23 (1 units)	In pick: 0 Amendable: 1 Amend to: <input type="text" value="1"/> Total: 1	Select*
4	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145044	test	11 May 23	17 May 23 (1 units)	In pick: 0 Amendable: 1 Amend to: <input type="text" value="1"/> Total: 1	Select*
5	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145041	1234RR	11 May 23	17 May 23 (1 units)	In pick: 0 Amendable: 1 Amend to: <input type="text" value="1"/> Total: 1	Select*

Open Order Amendment

Sort by Order Date (Desc) ▾ Search for Search

Displaying 1 - 12 of 46 items [Download Excel File](#)

No	Product	Order Number	P.O. Number	Order Date ▾	Stock Due Date	Amendment	Reason for Reduction
1	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145058	1234	15 May 23	18 May 23 (2 units)	In pick: <input type="radio"/> 0 Amendable: 2 Amend to: <input type="text" value="1"/> Total: 1	<input type="text" value="Select*"/> ▾ Select* Overstock Duplicate Cash Flow Delivery Delay Wrong Item(s) Ordered Select*
2	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145059	1234	15 May 23	18 May 23 (1 units)	In pick: <input type="radio"/> 0 Amendable: 1 Amend to: <input type="text" value="1"/> Total: 1	<input type="text" value="Select*"/> ▾
3	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145049	test	12 May 23	16 May 23 (1 units)	In pick: <input type="radio"/> 0 Amendable: 1 Amend to: <input type="text" value="1"/> Total: 1	<input type="text" value="Select*"/> ▾
4	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145044	test	11 May 23	17 May 23 (1 units)	In pick: <input type="radio"/> 0 Amendable: 1 Amend to: <input type="text" value="1"/> Total: 1	<input type="text" value="Select*"/> ▾
5	SHARK MIRROR/SILVER GLA RE004599-ONESZ	3145041	1234RR	11 May 23	17 May 23 (1 units)	In pick: <input type="radio"/> 0 Amendable: 1 Amend to: <input type="text" value="1"/> Total: 1	<input type="text" value="Select*"/> ▾



MAKE THE AMENDMENT TO THE ORDER.

A CANCELLATION REASON MUST BE SELECTED IF YOU ARE REDUCING THE ORDER QUANTITY

PLEASE NOTE ANY ORDERS IN PICK ARE NO LONGER ABLE TO BE AMENDED


**ANY PROBLEMS AMENDING
YOUR ORDER PLEASE DO GET IN
TOUCH & A MEMBER OF THE
TEAM WILL SUPPORT**



**YOU CAN RAISE A SUPPORT
TICKET UNDER MY ACCOUNT**

B2B/Header

Welcome Back, **Shilpa K** **My Account** Sign Out

My Company Invoices / Credit	Quick Order Input Barcode Upload Order File	Order Management Order History Stock Rotation My Saved Baskets Open Order Amendments Warranty Returns Forward Orders	Brand Resources Brand Portal Berghaus Downloads Canterbury Downloads Endura Downloads Mitre Downloads Speedo Downloads Kickers Downloads	My Details Personal Details Email Address Reset Password Sizing Preference Ship To Addresses Show / Hide Prices	Support Raise Support Ticket FAQs Contact Us
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 Berghaus Canterbury Endura Mitre Speedo Kickers Clearance

Search...   1044 £0.00

AN EMAIL CONFIRMATION CONFIRMING THE AMENDED ORDER WILL BE SENT TO YOUR REGISTERED EMAIL ADDRESS



Thanks, we've got your Order Amend request.

Hello *firstName^

A summary of your changes are listed below:

Product Description	Order Number	P.O. Number	Qty Was	Qty Now
Brompton London Waterproof Jacket, Olive Green - M E1205BV/L-M	SOR525649	220816A286	70	50
Brompton London Waterproof Jacket, Olive Green - M E1205BV/L-M	SOR525650	220816A286	70	0

If you have any questions please contact us by emailing pentlandconnect@pentland.com and a member of our customer operations team will come back to you as soon as possible

Kind Regards,
The Pentland Connect Team
www.pentlandconnect.com

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Confirmation email including items that couldn't be updated



Thanks, we've got your Order Amend request.

Hello *firstName^

A summary of your changes are listed below:

Product Description	Order Number	P.O. Number	Qty Was	Qty Now
Brompton London Waterproof Jacket, Olive Green - M E1205BV/L-M	SOR525649	220816A286	70	50
Brompton London Waterproof Jacket, Olive Green - M E1205BV/L-M	SOR525650	220816A286	70	0

These products could not be be processed

The amended quantities for products associated with the following order(s) were not updated

Order Number
SOR525649
SOR525650

We had a problem updating some of your orders. You may wish to try submitting these again, alternatively please contact Customer Operations [here](#).

If you have any questions please contact us by emailing pentlandconnect@pentland.com and a member of our customer operations team will come back to you as soon as possible

Kind Regards,
The Pentland Connect Team
www.pentlandconnect.com

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**IF YOU EXPERIENCE ANY PROBLEMS, PLEASE
GET IN TOUCH**

UK ukcustomerservices@endura.co.uk

Europe europe@endura.co.uk