Manual for implementation of GLS services

For an excellent user experience of your online shop

GLS.

Topics we are covering

- GLS branding material
- Shopping cart
- APP integrations
- MyGLS
- MojGLS
- General delivery Terms and Conditions
- Fulfillment
- Contact information

GLS.

Inform the customers that the parcel will be delivered by GLS distribution.

The most effective way to display the distributor is with a logo.

Gain the trust of your customers by choosing a trusted
distributor who has been present on the Slovenian market
for more than 20 years and is the winner of BestBuy Certificate award 23/24.

New logo, same enthusiasm .

Download logo [here](#). In case you
still have the old logo exposed, please
replace it.

Enable selection in the shopping cart.
# Offer flexibility and a great user experience.

In addition to **classic address delivery**, you can also offer your customers **direct delivery to Parcel Locker and SameDay delivery to Parcel Locker** (area: LJ, KR, KP, CE and NM).
Delivery to Parcel Locker **is cheaper than classic delivery and at the same time more sustainable choice** (fewer kilometers traveled for delivery to the recipient).

This also effects the buyer's decision about which delivery the buyer will choose. We have developed **APP integrations for both services.**

SHOPPING BAG

Items

NAME OF ITEM
Item description
Size:xxx
Quantity:xxx
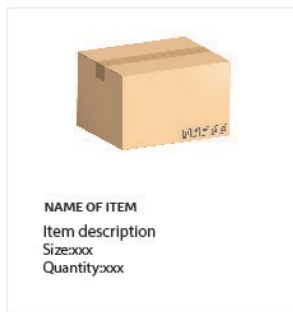
Order summary

Price	xx€
Quantity	1
ORDER TOTAL	xx€

Delivery options

○ Regular delivery — xx€
(Delivery at home, other adress, GLS Parcel Locker, Parcel Shop)

◉ Delivery directly in GLS Parcel Locker — xx€
(with no additional cost or commission)

○ GLS SameDay delivery in Parcel Locker — xx€
(In the 6 largest cities in Slovenia: Ljubljana, Maribor, Kranj, Celje, Novo mesto, Koper)

We have developed API integrations that will make your work done faster and easier.

MYGLS API

Print labels for new parcels and track the ones that have already been shipped.

ShopDelivery API

Integrate ShopDeliveryService in your online shop.

SameDay2APM API

Offer SameDayDelivery to Parcel Locker

SimpleCustoms Clearance API

For usage of SimpleCustomsClearance API, send a registration request to prodaja@gls-slovenia.com

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MyGLS

APP for printing of the labels

ShopDelivery API

Delivery directly to Parcel Locker

SameDay 2APM

SameDay delivery to Parcel Locker

SimpleCustomsCl earance API

For usage of SimpleCustomsClearan ce API, send a registration request to prodaja@gls-slovenia.com

MyGLS

Application for printing labels

[MyGLS](#) is an **application for printing labels**, you also have a link in the toolbar that redirects you when you want to **order pick up** (unless otherwise agreed).

From our site, you receive access to application with an **indication of use.** You set your password later.

You can order labels by writting to info@gls-slovenia.com.

MojGLS

All solutions in one place

At [MojGLS](#) you can find all solutions in one place. It is most often used for pick up orders. You will also find other solutions that you can use when working with GLS distribution. To activate certain ones, you have to contact prodaja@gls-slovenia.com.

In case of questions during the process, you can contact us via Chat, which can be accessed by clicking on the Need help tab.

General conditions of delivery

O the link, you can find some basic recommendations on how to highlight delivery-related information in your General terms and conditions.

General conditions of delivery recommendations

Fulfillment

Storage and packaging of products according to your orders

From your side, we only need the **Company's general information and the API key of your online store** so that we can arrange for you direct access and a link to "Order management Fulfillment", which acts as a link between your orders and the dispatch of your orders, which is carried out by us.

You have absolutely no additional work with the fulfillment and submission of orders,
but you are enabled to monitor the stock of your products.

GLS. *Fulfillment*

GLS.

Do you have a question?

GLS **Customer Support** is here to answer any general questions or check the status of a specific parcel.
We can be reached on the phone number: 01 500 11 50, on e-mail: info@gls-slovenia.com.
We also have a Chat Bot available on our website.

BEST PRICE - QUALITY RATIO
WWW.BESTBUYAWARD.ORG/SLOVENIA-7888EF22
1st PLACE - GENERAL III • 2023/2024
GLS: EXPRESS DELIVERY SERVICES

BestBuy AWARD®

Contact us!

Our **Sales department** will answer all questions related to your price lists, offers, opening of new markets or services. You can contact us at prodaja@gls-slovenia.com.
If you have any questions or suggestions regarding marketing cooperation, you can contact our **Marketing department** at marketing@gls-slovenia.com

Finance related questions?

Write to us at **finance@gls-slovenia.com** and you will be able to solve all questions related to transfers, invoices or other questions related to financial operations.

Do you have a claim?

The **claims department** will solve any claims and complaints you might have. We can be reached at claims@gls-slovenia.com.

Do you need IT help?

Contact us on it@gls-slovenia.com

Thank you for your trust!

GLS.