

How to place a Sample Order?

Placing a sample order is a crucial step in deciding your POD partner. We highly recommended ordering a sample before starting since you get to experience what your customers will be experiencing when you place an order with us.

💡 We suggest placing a sample order with a **Swatch file** to understand the colour output for your design file. You can refer to the following article. [How to create a swatch file?](#)

You can place a sample order in **2 ways**.

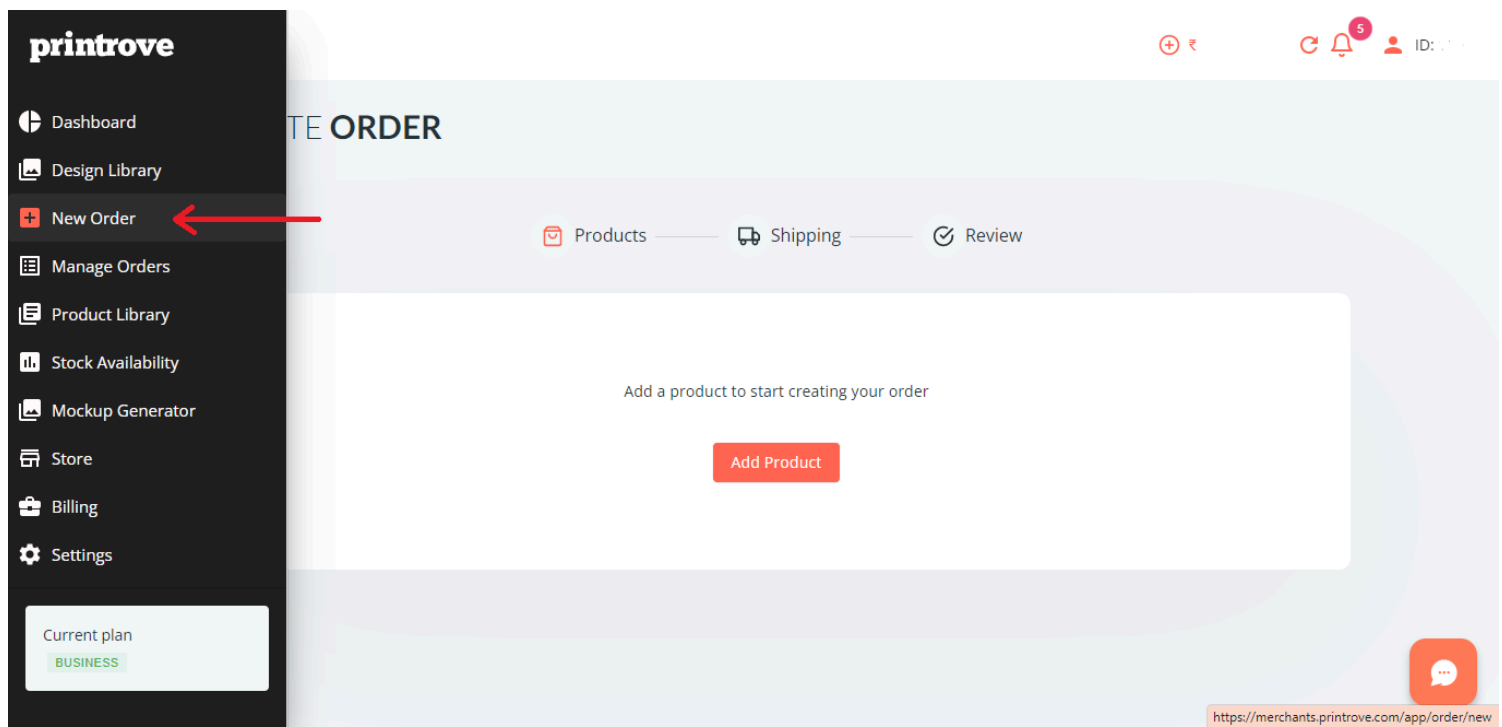
1. Manually
2. Adding products through the Product Library

We have covered both of them below.

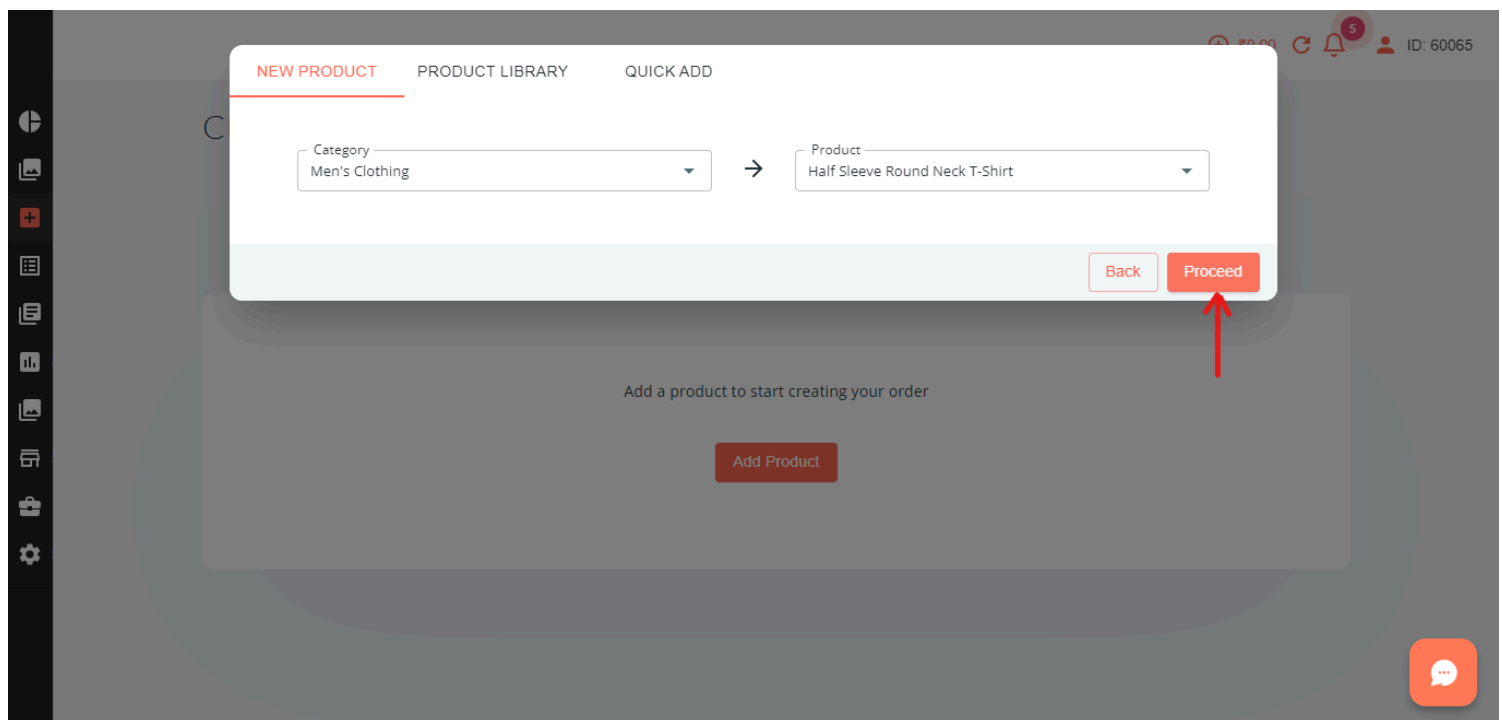
Place a Sample Order Manually

Step 1: Log in to your [Merchant Panel](#).

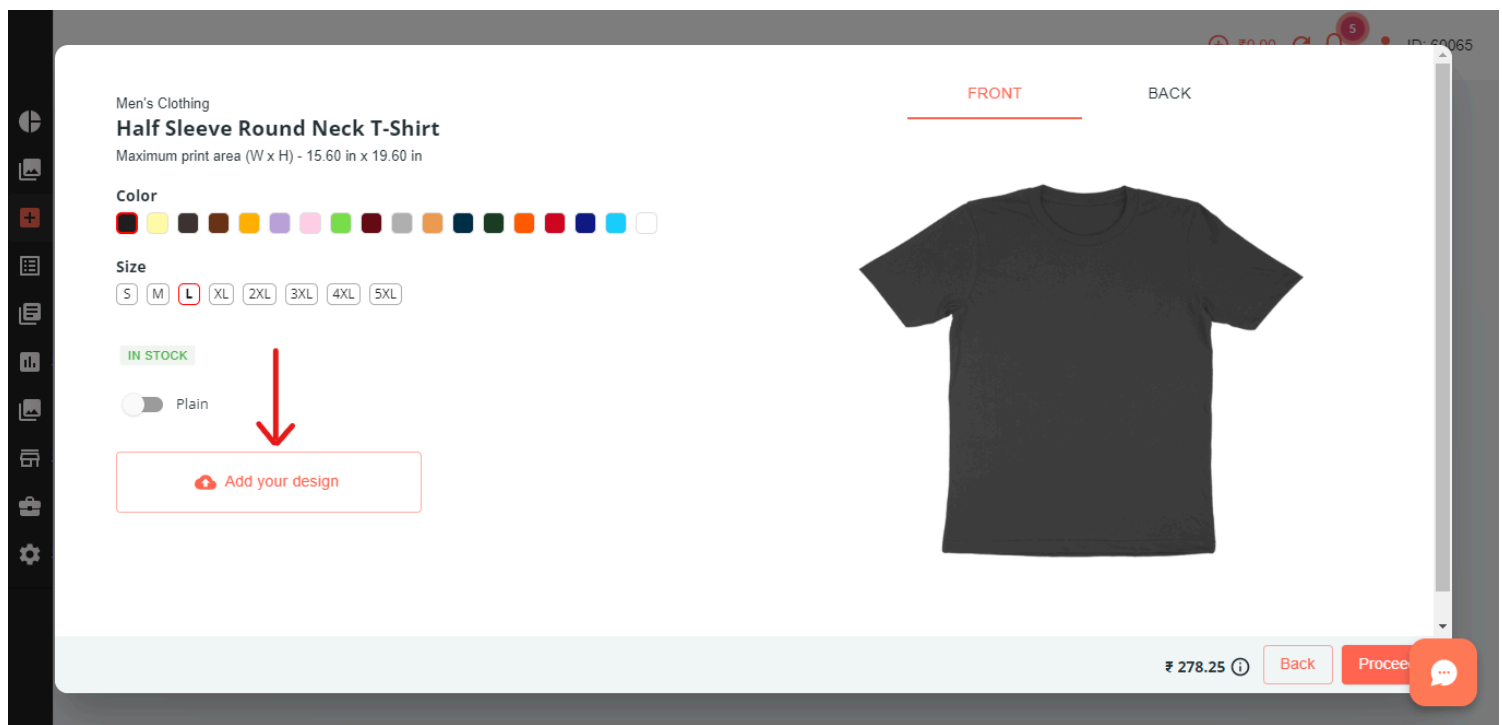
Step 2: Head over to **New Order**.



Step 3: Select the **Category & Product** and click on **Proceed**.



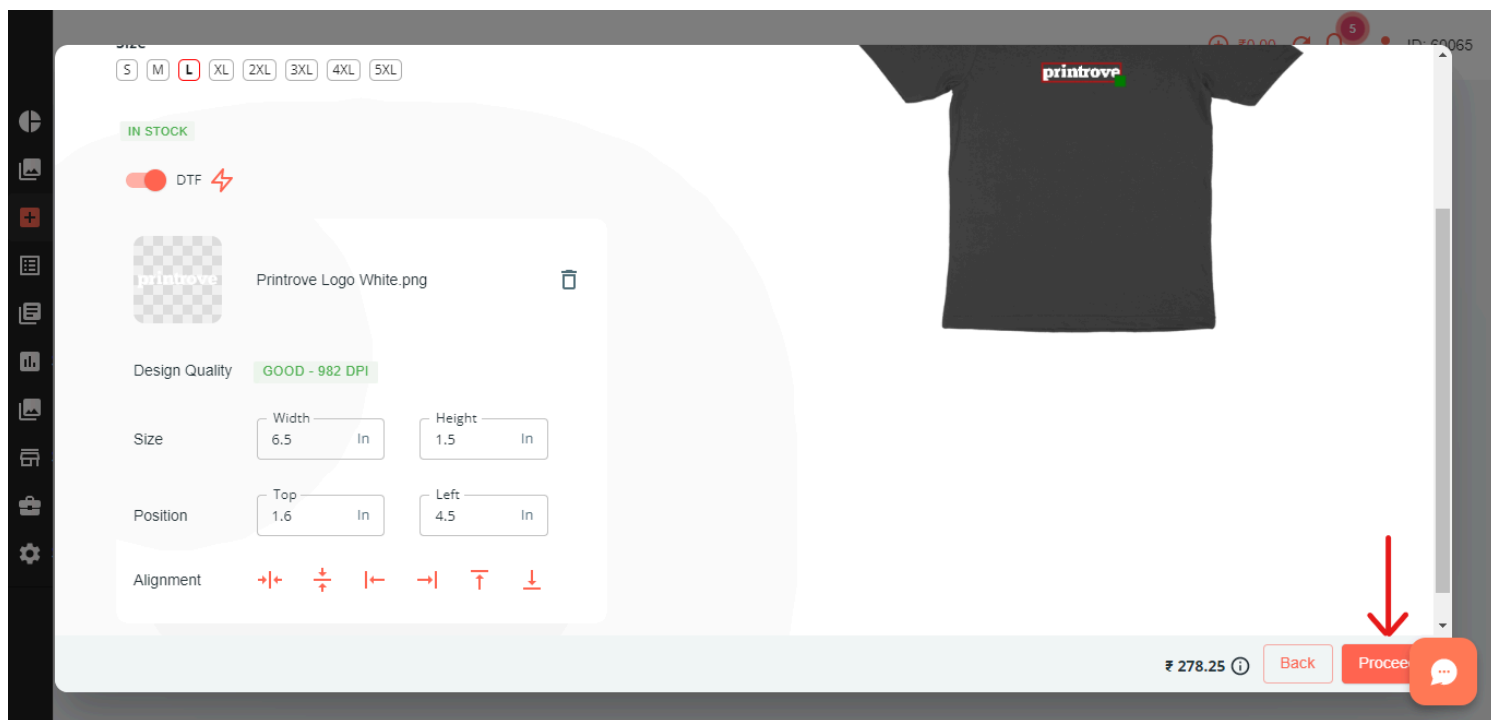
Step 4: Select the colour, size, or type of the product and **upload** your design file.



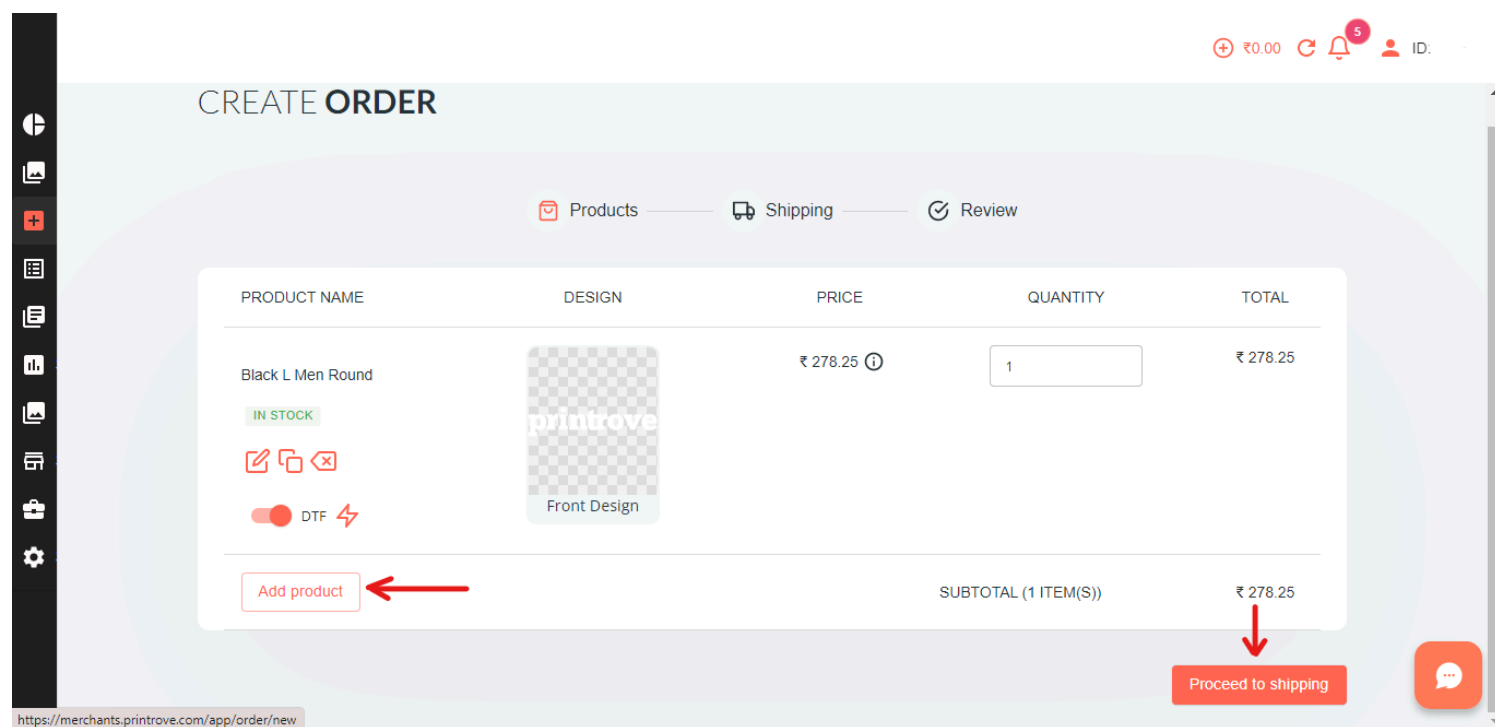
Step 5: Adjust the placement of your design file as preferred by adding the size and position input in **inches** and clicking on **Proceed**. You can also use our Alignment features.

i You can refer to the following article to understand how you can design an apparel product. How to design an apparel product?

d Please note that the DTF toggle represents the printing technique. Disabling the toggle will help you process the order in the DTG printing technique. You can refer to the article to know the difference between both. [What is the difference between DTG and DTF printing techniques?](#)



Step 6: Add more products as required and **Proceed to Shipping**.



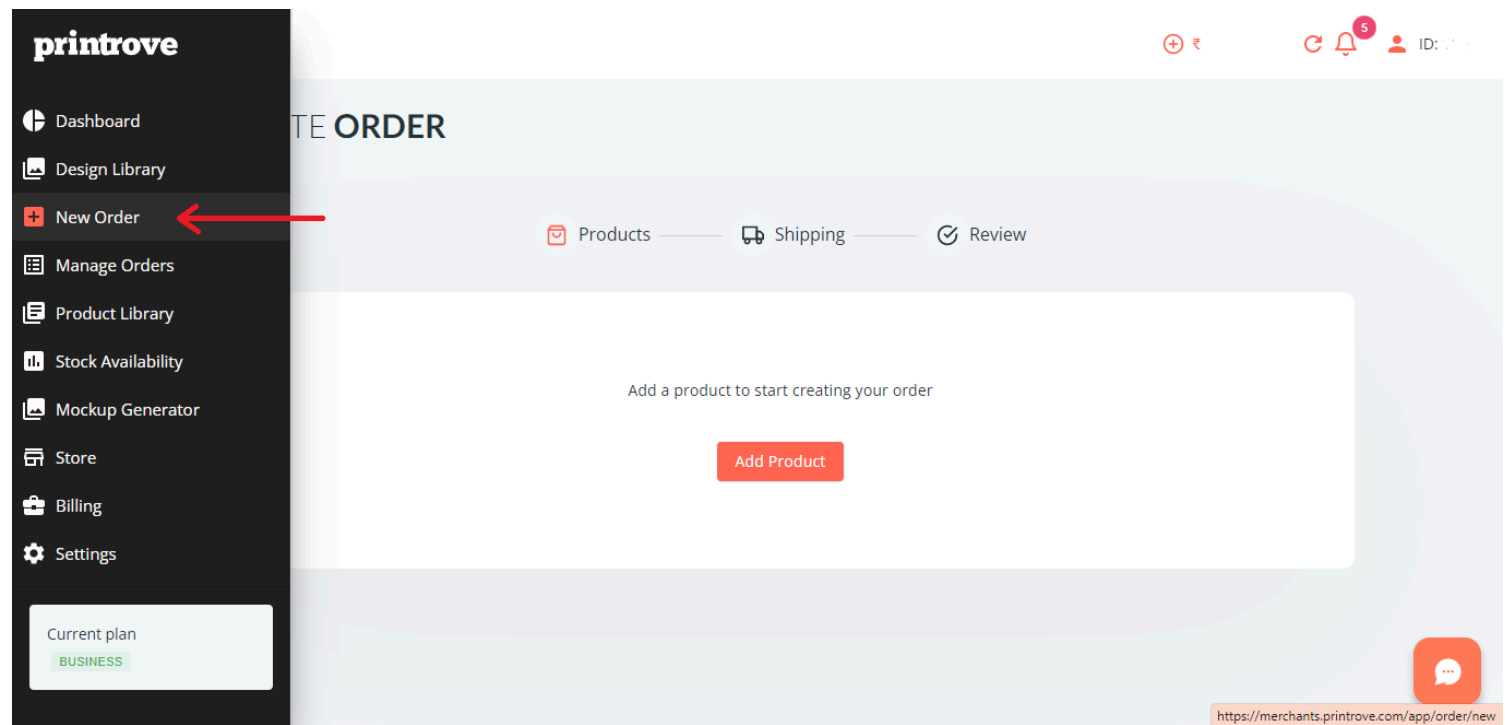
Step 6: Fill in the order details, and shipping details and click on **Get Available Courier Companies**.

Place a Sample Order through the Product Library

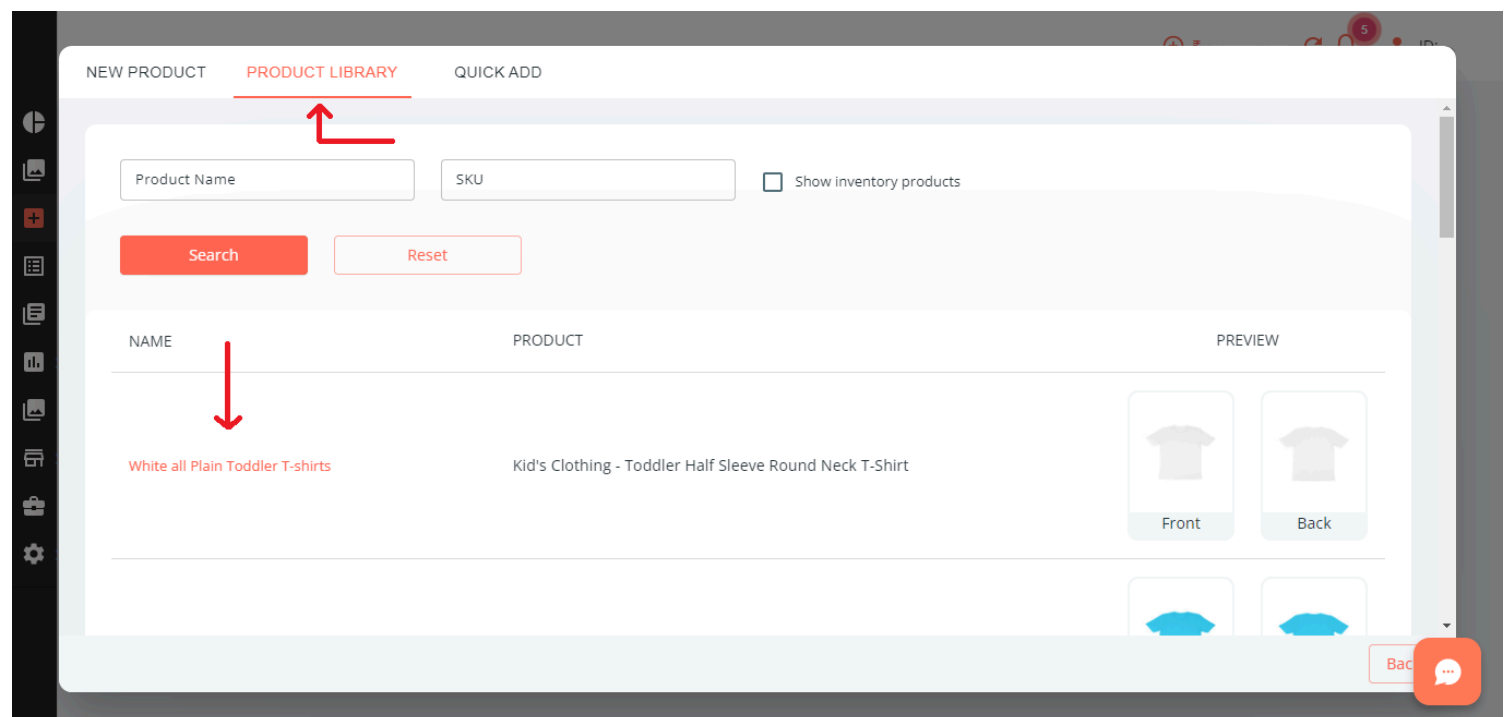
Orders can be placed through the Product Library if products have already been created. Place a sample order through the Product Library in **6 simple steps**.

Step 1: Login to your [Merchant Panel](#).

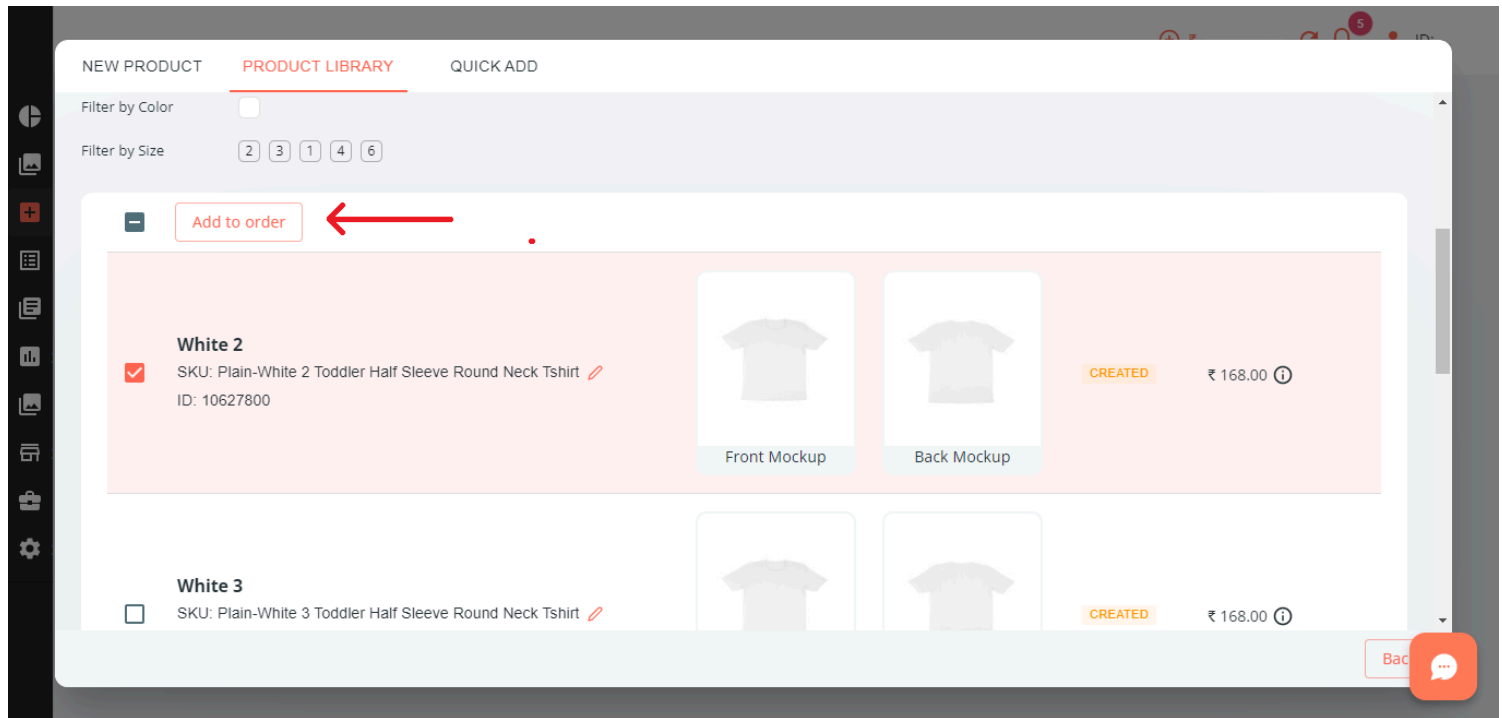
Step 2: Head over to **New Order**.



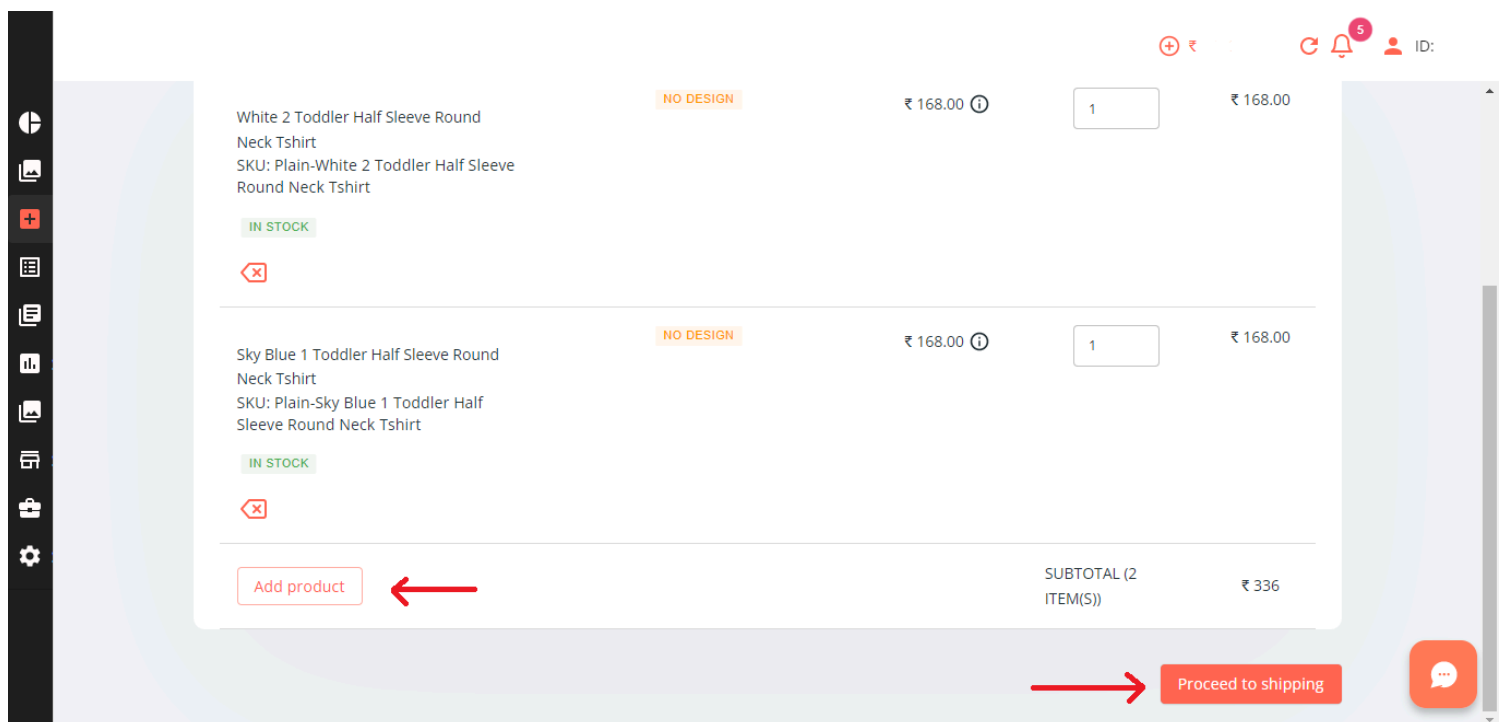
Step 3: Under the **Product Library** section, **click** on the product you would like to add to the order.



Step 4: Select the **Variant** and click on **Add to Order**.



Step 5: Once you have added all the required products in the order, you can **Proceed to Shipping**.



Step 6: Fill out the **customer shipping details** and **place it** once reviewed.

And Done! You have successfully placed your sample order with Printrove. Please share your feedback once the sample order has been delivered by dropping a mail at support@printrove.com.



A sample order is processed as a regular order.