AppGallop onboarding checklist

# Setup account in AppGallop

Legal entity name of the Account

Complete address with telephone & zip code

Primary contact & email

Portal Admin contact & email

# Portal Branding

Colour Palette for web portal

Banner for home page

Logo

Footer content (About us, Privacy settings, Terms of use, etc)

# Account master configurations

Currency code for billing

Local Tax Details (By States)

SKU’s to be listed in marketplace

Price book for all SKU’s

* Cost + margin’s

Category Master & Sub category to align SKU’s (eg Productivity >> O365 >> All office SKU’s)

Icon’s/Images for category and sub category master (to be displayed at home page)

Invoice generic T&C (to be printed in footer of partner invoice)

Local Payment Gateway (If ready to receive online payments)

# Technical configurations

Microsoft sandbox details

Microsoft API details for live

Any Compliance / local deployment?

Target URL to host portal