



ORDERING BIG TIME WINE eGIFT

A STEP BY STEP GUIDE TO ORDERING EGIFT

>>> *We deliver to your doorstep- EASY!*

***If you are wishing to buy a Big Time Wine (BTW) eGIFT VOUCHER for yourself or to be delivered to you (and you are the paying party) please follow the standard guidelines to ordering as detailed in the 'How to Order on BT' PDF on the ordering page of the BTW website.**

If you are wishing to buy, pay for and send to someone else, please find the easy step process to doing so, below.

Step 1: SELECT THE eGIFT VOUCHER AMOUNT YOU WOULD LIKE TO SPEND (CLICK ON THE MAIN MENU TAB 'BTW GIFTS' AND SELECT BTW eGIFT VOUCHERS FROM THE DROP DOWN LIST TO GO TO THE GIFT VOUCHER PAGE). IT IS IMPORTANT TO REMEMBER THAT WHEN PURCHASING eGIFT VOUCHERS THEY NEED TO BE PURCHASED SEPARATELY AND NOT PART OF A WIDER ORDER.

Step 2: ONCE YOU HAVE CHOSEN THE eGIFT VOUCHER AMOUNT, CLICK ON 'ADD TO CART' AND THEN 'PROCEED TO CHECKOUT'. NB...YOU CAN SELECT MORE THAN ONE GIFT VOUCHER AT A TIME BY SIMPLY ADJUSTING THE ONE (1) IN THE QTY (QUANTITY) BOX TO THE NUMBER YOU WISH TO PURCHASE.

Step 3: CLICK ON THE HIGHLIGHTED LINK 'CLICK HERE IF THIS IS TO BE A GIFT'.

Step 4: FILL IN THE REQUIRED DETAILS OF THE RECIPIENT (THAT IS THE PERSON WHOM YOU ARE SENDING THE eGIFT VOUCHER TO).

STEP 5: FILL IN THE SECTIONS REQUIRING YOUR DETAILS. THESE ARE NOMINATED BY THE PREFIX 'YOUR'. WE NEED YOUR (THE PURCHASERS) DETAILS SUCH AS CONTACT TELEPHONE NUMBER AND EMAIL ADDRESS IN CASE WE NEED TO CLARIFY ANYTHING WITH YOU REGARDING THE eGIFT VOUCHER. WE DON'T WANT ANYTHING RUINING THE SURPRISE!

STEP 6: NO PHYSICAL CARDS ARE ACTUALLY SENT WITH THE eGIFT VOUCHER, HOWEVER AN eMESSAGE/CARD WILL BE EMAILED TO THE RECIPIENT ON THE DAY NOMINATED BY YOU SHOULD YOU REQUEST. WE CAN EVEN HAVE 'SANDY' (OUR RESIDENT 'SCOZZIE' WINE EXPERT AND TRY HARD ENTERTAINER!) SEND AN AUDIO EMAIL MESSAGE TO THE RECIPIENT SHOULD YOU WISH. TO ACTION THIS, SIMPLY CLICK THE 'SANDY MESSAGE TO RECIPIENT' BOX.

STEP 7: BE SURE TO FILL IN THE WORDS OF THE MESSAGE YOU WISH TO (A) BE EMAILED ON THE NOMINATED DAY AND/OR (B) SENT AS AN AUDIO MESSAGE FROM 'SANDY' WISHING THE RECIPIENT A HAPPY BIRTHDAY, ANNIVERSARY OR BEST WISHES FOR WHATEVER OCCASION/REASON THE eGIFT VOUCHER IS BEING SENT. NOTE THAT 'SANDY' WILL ONLY RECITE YOUR WORDS WRITTEN IN THE MESSAGE BOX; UNLESS THE BOX MARKED 'SANDY TO EMBELLISH' IS TICKED. REST ASSURED THAT SANDY WILL USE NO VULGAR LANGUAGE; CRASSNESS OR GENERALLY UNACCEPTABLE BEHAVIOR IN HIS MESSAGE. SANDY MAY BE CHEEKY BUT HE'S CERTAINLY NOT RUDE OR DUMB!

STEP 8: CLICK 'DONE' ONCE YOU ARE HAPPY WITH ALL DETAILS ASSOCIATED WITH THE eGIFT VOUCHER. YOU WILL THEN BE DIRECTED TO THE PAYMENT PAGE.

STEP 9: PLEASE NOTE THAT NO BTW eGIFT VOUCHERS WILL BE SHIPPED UNTIL PAYMENT IS RECEIVED. THEREFORE, IF YOU ARE WISHING TO PAY BY CHEQUE; MAIL; OR OTHER SIMILARLY SLOWER METHOD OF PAYMENT YOU WILL NEED TO PLAN YOUR TIMING IF THE eGIFT VOUCHER IS TO REACH YOUR RECIPIENT ON A NOMINATED DATE.

*IF YOU REQUIRE FULL STEP BY STEP INFORMATION ON HOW TO ORDER THROUGH BTW PLEASE REFER TO SAME TITLED PDF ON THE 'ORDERING' PAGE OF THE BIG TIME WINE WEBSITE. THIS WILL WALK YOU THROUGH THE PAYMENT OPTION SCENARIO.

BIG TIME WINE RESERVES THE RIGHT TO VETO AND REFUND IF REQUIRED ANY eGIFT VOUCHER PURCHASE SHOULD THE TIMEFRAMES BE TOO DEMANDING. PLEASE ALLOW AS MUCH TIME AS POSSIBLE FOR PLANNING (72 HOURS +) FROM BTW END. WE CAN PRODUCE LAST MINUTE MIRACLES OCCASIONALLY – SO DON'T BE AFRAID TO ASK – BUT SOMETIMES LAST MINUTE MIRACLES DON'T WORK TOO!

AS ALWAYS – IF YOU HAVE ANY PROBLEMS UNDERSTANDING THIS OR NEED HELP – PLEASE CONTACT TOSH AT BIG TIME WINE (CITY CELLARS) ON (02) 9299 3385 OR EMAIL VIA THE CONTACTS SECTION ON THE BIG TIME WINE WEBSITE.