

Seller Guide

English

Funusual



Hi Fun-Lover,

Welcome to our Seller Community!



We are so glad you want to be a part of us. We can't wait to see what you have in store for all the fun-lovers across the world. Let's get you started right away...

You can register with us from your



and



whatever is easy for you.

Let's get going...



www.funusual.store



Categories [See All >](#)

- Good Ideas
- Home & Garden
- Jewellery
- Novelty Gifts
- Party Products
- Petrol Heads
- Pretty Things
- Vintage

EVERYTHING IS ABOUT TO

CHANGE

[Funusnal Classifieds](#) [Funusnal Blog](#)

Fun Deals

- 
\$13.00
- 
\$100.00
- 

Funstep 1
Click here to register with us or select 'Sign up' from the footer

Join the Excitement!
Create an account

Create account



At least 8 characters—the more characters, the better. Have a mixture of both uppercase, lowercase letters, numbers and special characters [@ # ?]

By signing up you agree to our terms and conditions.



Or Join With



Welcome back!
Login to your account

Remember Me

[Forgot password?](#)

Or Join With



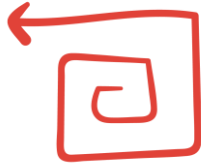
Log in if you
have already
signed up

Signing Up is very easy... We have same sign up process for a Seller or Shopper account.
We only need the below:

o Your Name*

o Your Email*

o Password*



Let's follow the password policy to keep your profile safe:

*At least 8 characters—the more characters, the better.
Have a mixture of both uppercase, lowercase letters,
numbers and special characters [@ # ?].*

Don't be amused, It's simple as that...

ACCOUNT CREATED!

Check your personal email inbox and verify your email...

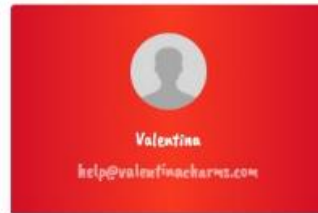


Verify Your Email Address

Before proceeding, please check your email for a verification link. If you did not receive the email.

Click here to request another

Fill in all your details by clicking on 'Manage your profile'



Customers Area

- Dashboard
- Purchase History
- Downloads
- Sent Refund Request
- Wishlist
- Classifieds
- Conversations
- Support Ticket
- Manage Profile

Be A Seller

Manage Profile

Basic Info

Your name

Your Phone

Photo

Your Password

Confirm Password

Update Profile

Add New Address

Change your email

Your Email

Update Email

+ Add new address

New Address ✕

Address

Country

City

Postal code

Phone

Save


Rupe
rupeeroomlk@gmail.com

Customers Area

- [Dashboard](#)
- [Purchase History](#)
- [Digital Goods](#)
- [Request Refund](#)
- [Cart](#)
- [Wishlist](#)
- [Classifieds](#)
- [Conversations](#)
- [Support Ticket](#)
- [Manage Profile](#)
- [Be A Seller](#)

Welcome to Funusual fam!
You are officially a fun-shopper!


0 Product
in your cart


0 Products
in your wishlist


0 Products
you ordered

Default Shipping Address

Hope you like the shopper dashboard!



Click here to register as a Seller

We are so thrilled you chose to sign up as a Fun-seller

Become a Seller

[Join Now](#) [Login](#)

FREE REGISTRATION

CREATE SHOP & START SELLING IN A FEW STEPS

- 1 REGISTER**
- 2 UPLOAD PRODUCTS**
- 3 SELL**




YOUR BENEFITS


- More Traffic*
- More Revenue*
- More Exposure*
- More Products*
- More Benefits*

Scroll down further to understand our tier system and other facilities provided...

OUR TIER SYSTEM



We recognize all your efforts in providing our fun-lovers the best products! The tier system is designed to reward all your hard work and appreciate all that you have been doing and how you have been performing in the past few months!

		
Points - 12,000	Points - 6,000	Points - 3,000

 **Funusual Blog**
WRITE AND CONNECT
visit: www.funusual.store/blog **JOIN NOW**

Share your interests your way. Whether it be to share your knowledge, your experiences or your products, create a fun and unique blog for free.

MANAGE YOUR BUSINESS FROM ANYWARE

 Our website is mobile friendly and we also have the mobile applications to make everything easily accessible for you. You can now manage the orders, update or edit items and respond to your customers on the go. 

*We want this process to be as simple as possible.
So these tools are available for you at all times...*

Seller Guide

English

Sinhala

Tamil

Packaging Guide

English

Sinhala

Tamil

Delivery Guide

English

Sinhala

Tamil



Download now



MORE QUESTIONS ???

If you still have more questions? Feel free to chat with

US...

helpdesk@funusual.store




We have the following documents available for you anytime in English, Sinhalese & Tamil for easy access:

- a. Packing manual
- b. Delivery manual
- c. Seller guide

Packing Manual


We want your products to arrive safely to us, please follow the steps below:

1




Choose a good quality hardboard box/pouch to pack your item. Please ensure it's in good condition and it's not damaged. The box should definitely be a bit larger than the product so that it contains space to protect your item.

2




Wrap the item separately before it goes into the box with only eco-friendly inside stuffing like shredded newspaper or any other material to cover the product (see bubble wrap only if essential). Please add extra cushioning and protection to high value goods.

3



Seal the box in a proper manner to avoid it opening accidentally.

4




Place the shipping label clearly on top of the package. Please have it typed or written in clear handwriting to avoid any issues.

Packing Guide

ITEM	INNER PACKAGING AND PADDING	OUTER PACKAGING
SMALL Shawls, Kie items, Stationery, Accessories, clothing, etc.	Justify in bubble (E.g. Packing bubble), inside a strong pouch.	6-mil. bubble envelope, card paper/light box
MEDIUM Plushy Products, Bags, Ornaments, Apparel, clothing, candles and bottles, plants and Plants, Frames	Wrap securely with crumpled paper or Sterilized cardboard	Corrugated/hardboard box
LARGE Shoppers, Shopping, Stationery, Bookshelves, Print & write, Toys, Bookshelves, Carpentary, Wood, Flooring, Mirrors, POC, Mattresses, Bicycles, Motor or 4 Wheeler)	Notes: POC any and glass to prevent from cracking with the box during transport. Fill the void space with proper padding substance. Wrap securely with crumpled paper, Sterilized cardboard or Corrugated/hardboard. Tapes	Corrugated/hardboard box
EXTRA LARGE Bulky items, Air-leave, storage bags, POC, Mirrors, Tables and Chairs)	Notes: POC any and glass to prevent from cracking with the box during transport. Fill the void space with proper padding substance. Wrap securely with crumpled paper or Sterilized cardboard	Corrugated/hardboard box

Delivery Manual

Drop off Locations



Kohuwala - 105B 1/1, Dulgamunu Street, Kohuwala
 Radmalana -
 Kandy -
 Kurunegala -
 Galle -
 Jaffna -

Days

Open from Monday to Saturday
 Closed on Sunday and Public Holidays

Times

9am to 5pm on the above mentioned days

Shipping Label Format

Clearly mention the below details on the Shipping Label and paste it on top of the package:

Product Name:
 Order Number:
 Receiver's Address: 105 B 1/1, Dulgamunu Street, Kohuwala
 Sender's Address:
 Telephone Number:

FAQs

Do I need to make any payments when handing over the item?
 There is no payment applicable. Please make sure the Shipping label is pasted properly along with the Order number addressed to Funusual 110.

Do I need to go the drop off location on an allocated time slot to hand over the item?
 There is no need of an appointment. The item's can be delivered any time between the slots mentioned above on the days mentioned.

Contact us on teamleader02@funusual.store or WhatsApp on 076 903 5888 for more details

Seller Guide

English




1

*Why waste time? Get everything you need in one go.
You will need the below to set-up your profile with us...*

Be an excellent Fun-seller!

Basic Info

Business Name *

Business Name

Address *

Business Address

ID Verification Document *

Choose image Browse

Upload your National ID / Driving License / Passport - (Front & Back) (jpg/ png or pdf, within 3MB)

Address Verification document *

Choose image Browse

Upload a utility bill

Drop off Location *

Kohuwala (HQ)

By creating an account you agree to our Seller Policy. Go to [Seller Policy Page](#)

Register Your Shop

- o Business Name*
- o Address*
- o ID Verification Document* – Your National ID / Driving License / Passport will be accepted
Front & Back (This could be jpg, png or pdf, but don't let your file size exceed 3MB)
- o Address Verification document* (Same applies here)
- o Drop off location* to be selected between Kohuwala (HQ), Ratmalana, Kandy, Kurunegala, Galle, Biyagama & Jaffna

Let's set up your shop details

- o Shop Name*
- o Store Address / City / Country / Zip Code*
- o Primary Contact*
- o Secondary Contact*
- o Short Store Description*
- o Detailed Store Description* (For people who love to write)
- o Seller Description*
- o Any other information*



Shop Settings (Kivi Shop12)

Basic Info

Shop Name*

Store Address*

City*

Country*

Zip Code*

Main Contact Number*

Secondary Contact Number*

Description*

Detailed Store Description*

Seller Description*

Any Other Information

(165 X 165px)

Save

Banner Settings

Banners (900 X 225px)

Banner

Banner Title

We had to limit height to maintain consistency. To view about both side of the banner might be cropped for better function.

Save

Red asterisk * means that the field is "required" and you won't be able to submit the form without filling these fields

Make your shop space the best at our store

- o Seller Image (185x185 px.)*
- o Seller Shop Logo (165x165 px.)*
- o Store Banner Image - This could be an image or a video, your preference (900x225 px.)*



*You don't have a logo?
Why worry when we are here to help you.
Contact one of us and we will help you to
create the best!*





Good Job!

*Hang on if we haven't verified your profile.
Then we will be good to go and fill in other information.*

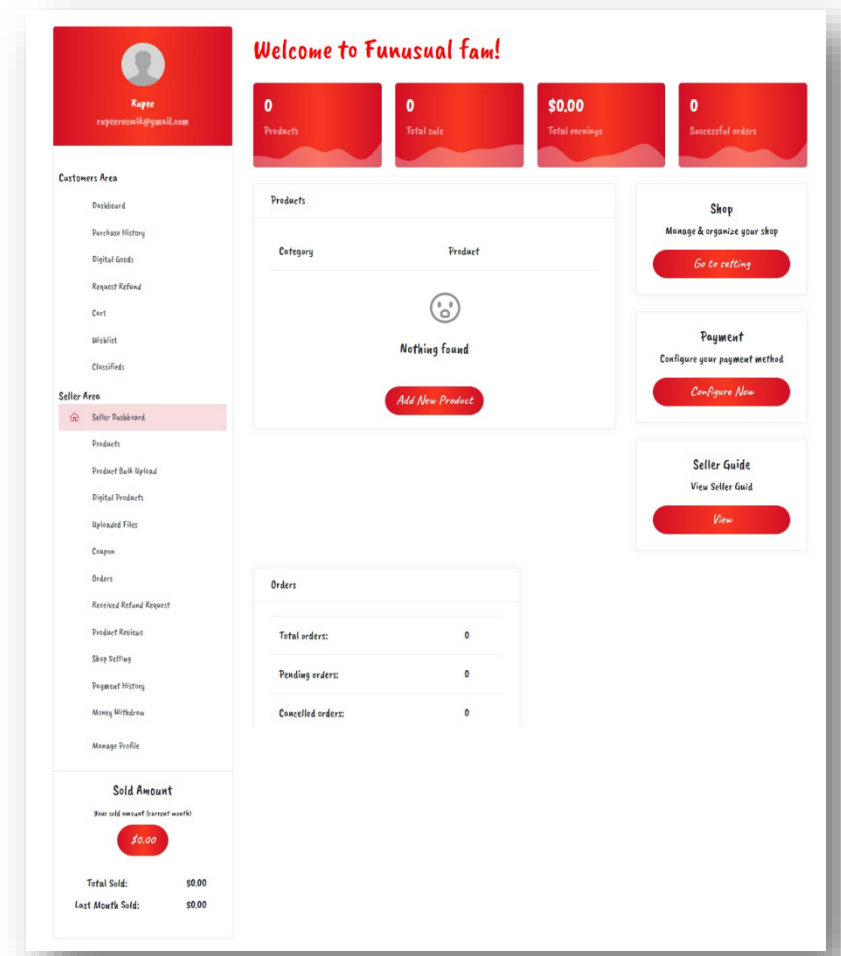


*Log in to **f**unusual.store as soon as you receive the confirmation email from us...
You are Awesome!*

Looks like a lot of fun yeah? You're gonna be a pro at this really soon...



- o Shop Name*
- o Store Address / City / Country / Zip Code*
- o Primary Contact*
- o Secondary Contact*
- o Short Store Description*
- o Detailed Store Description* (For people who love to write)
- o Delivery Days*
- o Delivery Method*
- o Delivery Time*
- o Any Other Information & Other Policies
- o Return Days & Refund Days*





Funstep 2 - You are now an official Funusual seller!

Shoppers Zone

Sellers Zone

The screenshot shows the Funusual Seller Dashboard. At the top, it says "Welcome to Funusual fam!". Below this are four red boxes with white text: "0 Products", "0 Total sale", "\$0.00 Total earnings", and "0 Successful orders". The main content area is divided into three sections: "Products" (with a "Nothing found" message and an "Add New Product" button), "Shop" (with a "Go to setting" button), "Payment" (with a "Configure Now" button), and "Seller Guide" (with a "View" button). On the left, there is a sidebar menu with "Customers Area" and "Seller Area" circled in red. The "Orders" section at the bottom shows a table with "Total orders: 0", "Pending orders: 0", and "Cancelled orders: 0". At the very bottom, there is a "Sold Amount" section showing "Your sold amount (current month)" as "\$0.00" and "Total Sold: \$0.00" and "Last Month Sold: \$0.00".

We will need your bank details to be filed in

This is the Seller dashboard

Time is money but also money is money



Let's set up how you want us to handle your sales income?

If PayPal, we will need your:

- o Business PayPal email only
(Applicable for only Sellers outside SL)



or



Bank wire transfer for all local sellers, but for this we will:

- o Bank name
- o Bank account type – Business or Individual
- o Account Name
- o Account Number
- o Branch
- o PV number, if a business and ID number if an individual

Payment Settings

Bank Wire Transfer

Bank Account Type

NIC Number / PV Number

NIC Number if Private bank account number, PV number if a Business account

Branch

Account Name

Account Number

Paypal Payment

Paypal Email

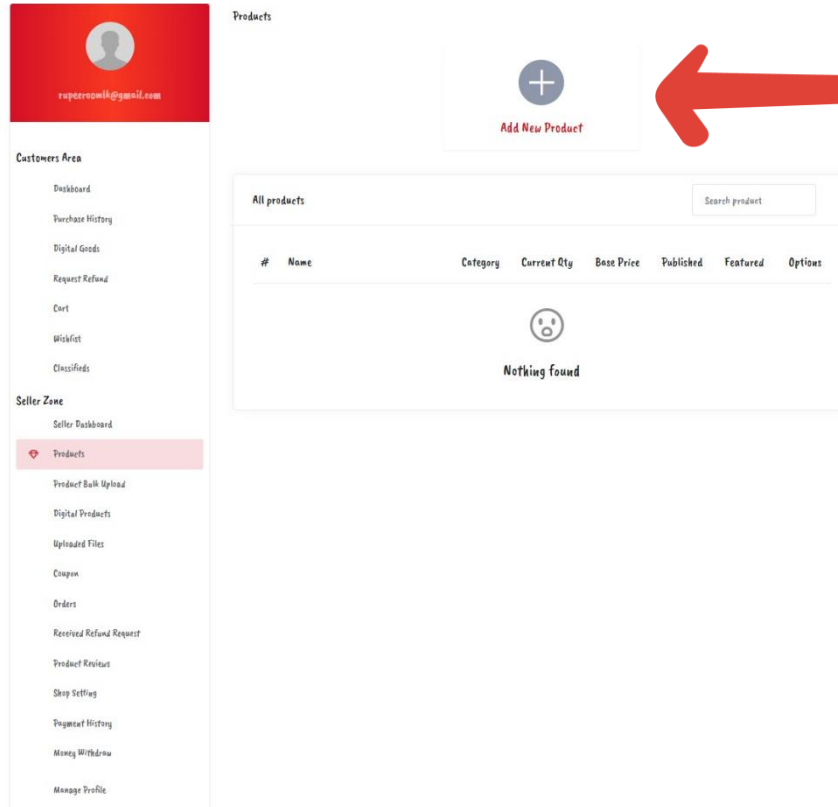
Change your email

*Well done –
We are so happy you are a part of our **F**unusual Fam!*

*Let's get your products listed ASAP.
We just can't wait for tomorrow...*



 **Funstep 3** – Yay!!! We are almost there... Let's get your products listed with us



The screenshot shows a seller dashboard with a sidebar on the left and a main content area. The sidebar has two sections: 'Customers Area' and 'Seller Zone'. The 'Seller Zone' is expanded, showing various options like 'Products', 'Product Bulk Upload', 'Digital Products', etc. The 'Products' option is highlighted. In the main content area, there is a 'Products' header, a search bar, and a table with columns: '#', 'Name', 'Category', 'Current Qty', 'Base Price', 'Published', 'Featured', and 'Options'. Below the table, there is a 'Nothing found' message with a sad face icon. A red arrow points to a button labeled 'Add New Product' with a plus sign icon.

Click on Add new product to start listing all your amazing products with us



You sure didn't bet this was going to be so easy...

We want no trouble when selling your products. We will need the following from you to keep our fun-loving buyers happy:

- o Product name **
- o Collection* – Select from the list given*
- o Secondary Collections* – Select from the list given*
- o Unit **
- o Description* (We want this to match with your product image 100%)*
- o If your product is refundable or not*

Pictures can convey so much more information than you can with words. We want your pictures to speak for your product*

- o Thumbnail Image **
- o Gallery Image **
- o Product Videos* - Video provider & link*

Product Variation

Title, Size, Color, Material & Style are the variants available at Funusual

Maximum number of variants allowed are 100

LOADING



5 pictures per product is all you get. Dimensions are 1024x1024 & its size must be less than 15MB.

We want your description and product image to be a 100% match. Are you up for the challenge?

We want no trouble when selling your products. We will need the following from you to keep our fun-loving buyers happy:

- o Product price **
- o Discount date range and discount – if applicable*
- o Quantity * – Select from the list given*
- o Minimum purchase qty **
- o Your Inventory details – SKU*
- o Product tags*

Tags (Keywords) *



Feel free to add all tags relevant to your product. We want your product to be on top on the search list. Click enter after each word is added.

- o PDF specification document*

Just a few more and we are good to go



- o Delivery Lead time**
- o Product Weight (kg)**
- o Package Width (cm)**
- o Package Length (cm)**
- o Package Height (cm)**
- o Low stock quantity warning**
- o Vat & Tax - if any*
- o Drop off location* to be selected between Kohuwala (HQ), Ratmalana, Kandy, Kurunegala, Galle & Jaffna*

This is only to make your lives easier. We want to have as less hiccups on the way. We don't want you to feel bad in anyway. Contact one of us if you need any help with this.

Our collections are the best in town. Let us help you to identify which category your product would fall to...

- o Party Products*
- o Novelty Gifts*
- o Pretty Things*
- o Petrol Heads*
- o Home and Garden*
- o Jewellery*
- o Good Ideas*
- o Vintage*

*Maximum
collections
allowed per
product*





Save your changes and give us a little time to review your products.

You will be notified soon via email...

Upload Product

*We can't thank you enough for your patience with us.
Go ahead and load our site with all your lovely products.*

We are so excited! Are you?





We are thrilled to have you on-board. This is going to be an amazing journey!

- Funusual Team