

SHOP

Guide for User

SHOP





ONLINE STORE – Benefits for registered users, additional Functionalities



PRODUCTS – Information contained in the catalogue, documents, special types of products



ORDERS – How to place an order, shopping methods, how to order products from the offer



ADDITIONAL FUNCTIONALITIES – Availability and net prices reports, order tracking, watchlist, sidebar

ONLINE STORE





Benefits for registered users



- Order status control Easily monitor the progress of your orders.
- Warehouse stock visibility Check current inventory levels in real time.
- Shipment tracking Access shipment numbers and track deliveries.
- Centralized tracking View invoices, payments, and orders all in one place.
- **Delivery monitoring** Stay updated on order status and changes to delivery dates.
- ▶ Offer management Track open offers and place orders directly based on them.
- Discount verification Confirm applicable discounts before ordering.
- Flexible delivery options Create new delivery addresses and place orders to them.
- Time-saving ordering Place orders directly in the online store without waiting for contact.
- ▶ 24/7 availability The store never sleeps get immediate order confirmation anytime.

ADDITIONAL FUNCTIONALITIES AVAILABLE UPON REQUEST





Order confirmation – PDF confirmation sent to users who have placed an order.



Shipping notification – Email notifications with shipment numbers and attached PDF delivery notes, including URLs, current shipping status, and carrier name.



Serial number delivery -

Automatically generated emails with serial numbers sent to customers after goods are released, upon request.



Delivery date updates – Email notifications with Excel attachments detailing order items affected by changes in confirmed delivery dates compared to previous information.



Flexible notification frequency -

Customers can choose how often they receive updates: daily, weekly, or at custom intervals.

PRODUCTS

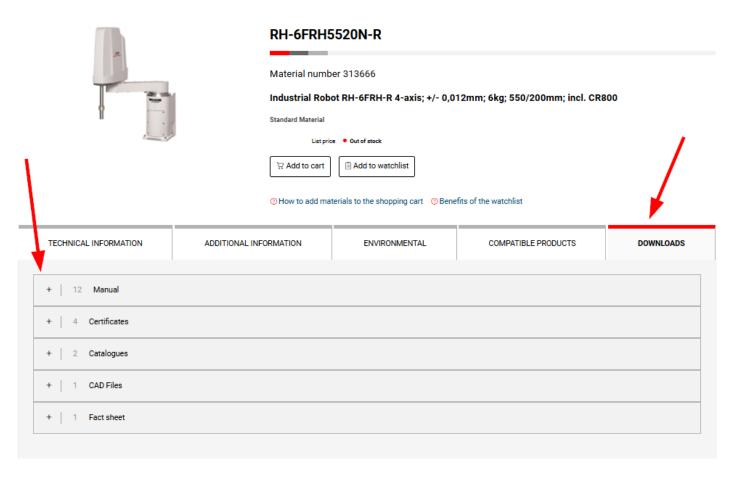




Product Information Available in the Catalogue



You can find the product catalogue on the website: Products



Documents Available for Download

- Manuals
- Fact sheet
- CAD drawings
- Certificates
- Catalogues

Product details





In the Product Details section, the user can find the following information:

- Technical Information series, type, product weight, etc.
- Additional Information order codes, classification data, goods/import code, product life cycle, etc.
- Environmental key environmental and safety classifications
- Compatible Products a list of accessories compatible with the main product
- List of Service Parts components available for maintenance or replacement

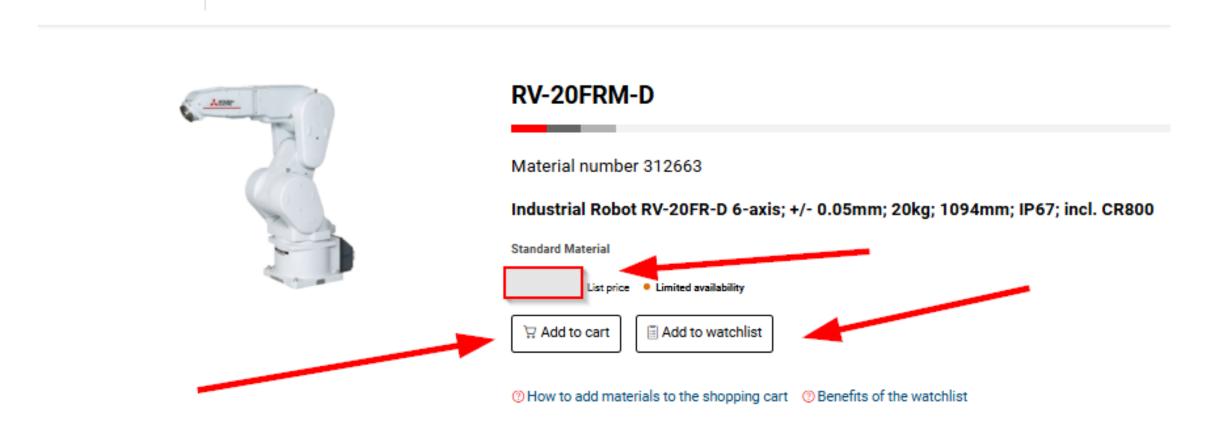
TECHNICAL INFORMATION	ADDITIONAL INFORMATION	ENVIRONMENTAL	COMPATIBLE PRODUCTS	DOWNLOADS
Environmental				
REACH Limit Exceeded	YES			
REACH Substance CAS Number	7439-92-1, 80-05-7, 1303-86-2, 12060-00-3			
RoHS Compliance	NOT IN	NOT IN SCOPE		
Dangerous Goods Class	9			
WEEE	B2B			
Dangerous Goods Identifier	UN3091			

Information about products in the catalogue

▶ RV-FR series → RV-CR series



- Logged-in users can view the catalogue price of a product. The net price is displayed in the basket.
- They also have the option to **add a product to the cart or worklist** (including spare parts and compatible products)



◀ RV-FR series

Traffic lights



Logged-in users can easily monitor product availability thanks to product availability indicators.

We distinguish three product availability indicators:

In stock

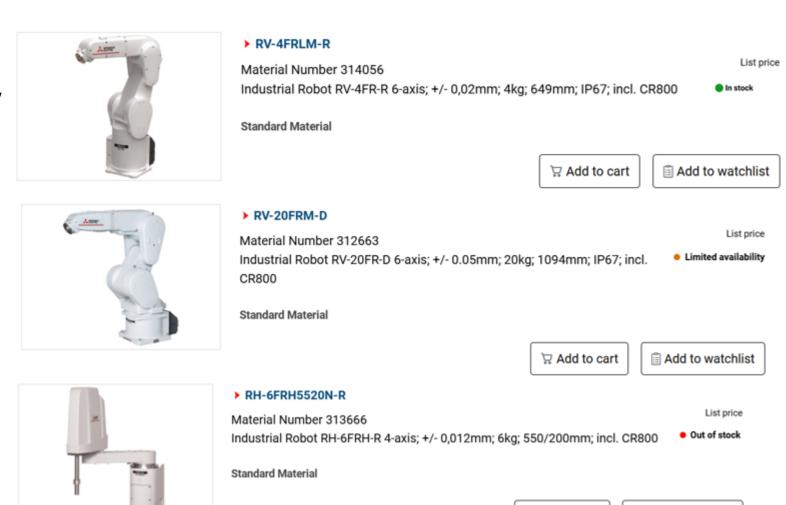
- more than 1 piece available

Limited availability

- only 1 piece available

Out of stock

no items available



☐ Add to cart

Add to watchlist

10

ABC classification



- ► The ABC classification was created to determine product availability
- We distinguish 3 categories:

Logistics class A

Available in stock Highly rotating, popular products

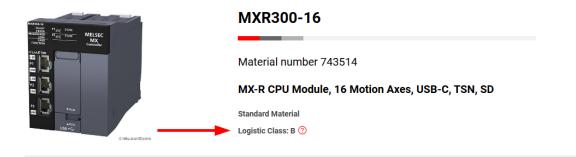
Logistics class B

Limited availability in stock Products with weaker demand

Logistics class C

Available only on order
Products ordered from the manufacturer only after receiving the order from the Customer
Make-to-Order product cannot be returned,
neither the order can be canceled.







Key account and custom products



Key Account

The product marked as Key Account **cannot be found either in the catalogue or via the search function.** However, the user can add such a product directly from the basket or purchase it based on the offer.

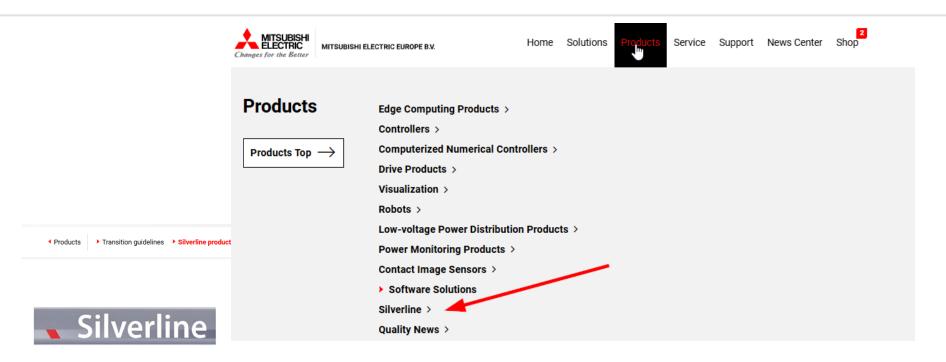
Material	Requested delivery date	Estimated delivery date	Quantity	Price	Total	Action
221487 - DBU-22K-4 Key account	16.09.2025		_ 1 +			⑪
Material number or name						

Custom Product (from Logistic class "C")

Products marked with logistic class "C" are not in the catalogue, but users can find them by entering the product code (SAP number) or its description in the search field. The exception are campaigns - then the products are directly in the catalogue. **Please be informed that such product cannot be returned**, **neither the order can be canceled.**

Silverline





The Silverline section features products that have been discontinued from production but are still available in limited quantities — the so-called 'last items'









▶ Programmable Controllers □

► AC Servos-MELSERVO □



▶ Inverters-FREQROL □





▶ Human-Machine Interfaces (HMIs) - GOT □

Silverline ©Mitsubishi Electric Corporation

ORDERS

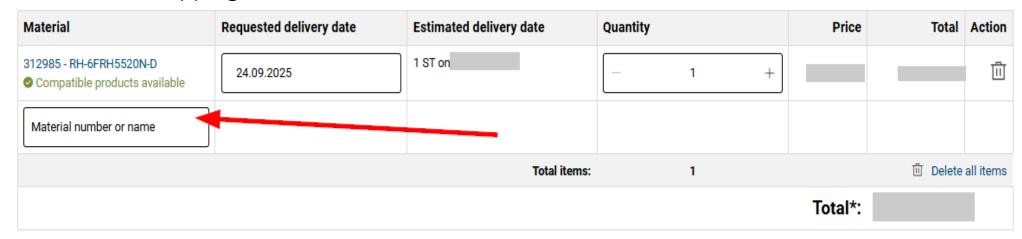




Placing orders



- After adding items to the cart, the Shop calculates and displays the net price visible only within the cart.
- Users can copy a list of materials from an Excel file and paste both the materials and their quantities directly into the shopping cart.



*No taxes included in the total

The user can add materials to the cart by entering either the article number or a description directly into the input field.

How to add materials to the shopping cart

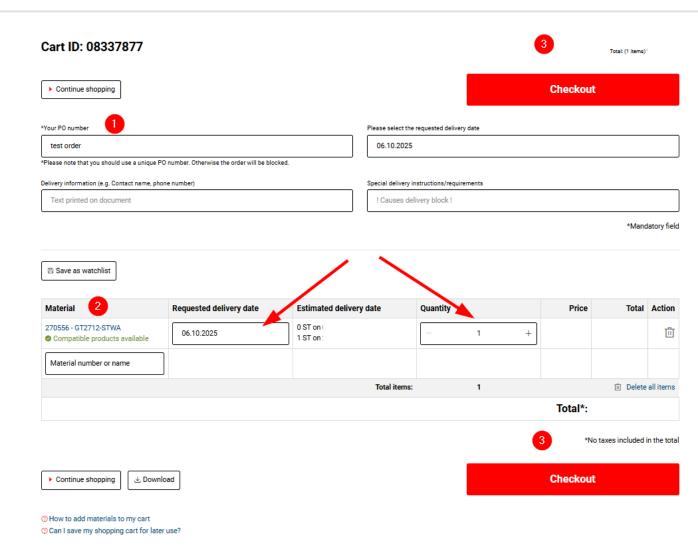
There are two ways to fill your shopping cart.

- 1. Use the "Add to cart" button from any product list and product detail page.
- You can also open the shopping cart from the Shop header dropdown. This is recommendable only if you know the correct product names or article numbers. The system will suggest products
 based on your input. You can also insert content from an existing data table. Copy and paste the desired entries into the input field. Please note that loading may take some time if you add large
 number of materials.

Placing orders - checkout



- 1. Fill in **all mandatory fields** above the Shopping Cart.
- Add materials, choose the requested delivery date and change quantity
- 3. Review your items and quantities, then click **Checkout** button located at the top or bottom of the page.



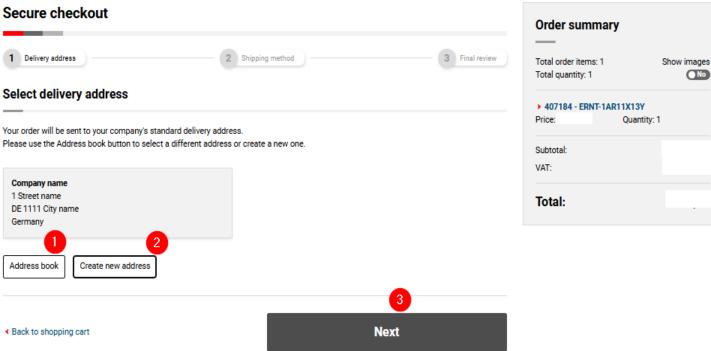
Delivery address



After clicking Checkout, the user can select an existing (already saved) delivery address or create a new one

Select delivery address

- 1. Click "Address Book" in the checkout proces or.
- 2. You can also **create a new delivery address** if needed.
- 3. Click "Next" if you want to use your company's default delivery address.



Shipping method



We distinguish 3 delivery methods:

STANDARD

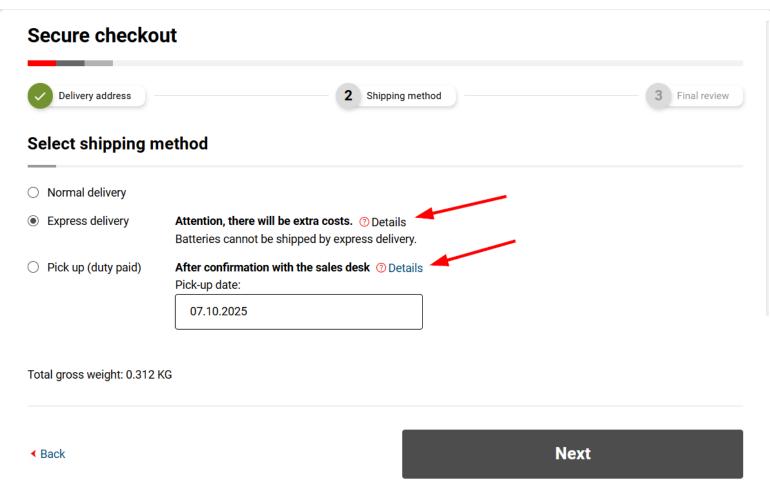
Delivery within a standard timeframe dependent on recipient's distance from the warehouse

EXPRESS

Subject to additional charges, click **details** for express fees for your order

PICKUP

Collection goods from warehouse. Address and conditions will be provided by sales desk, click **details** for additional information



Quotation overview - NOT YET AVAILABLE!

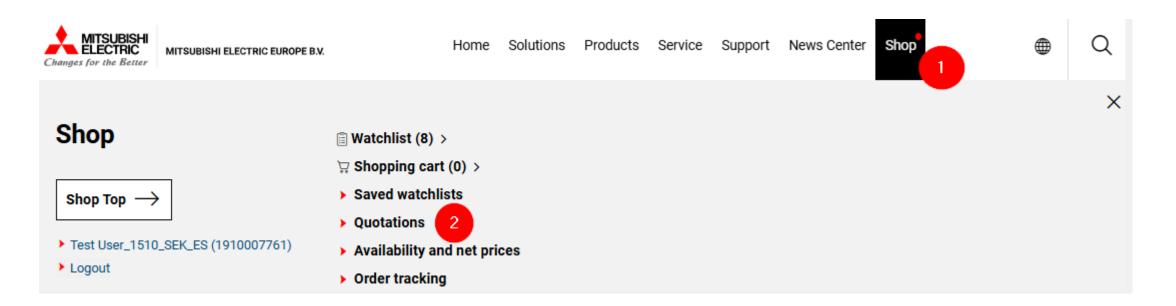


Note! Coming soon! Ordering from a Quotation is not yet available

To order from a quotation, please log out and use the **old e-shop**: <u>Mitsubishi Electric Europe e-shop | Homepage</u> We're working on enabling this feature in the new platform soon.

Sorry for the inconvenience!

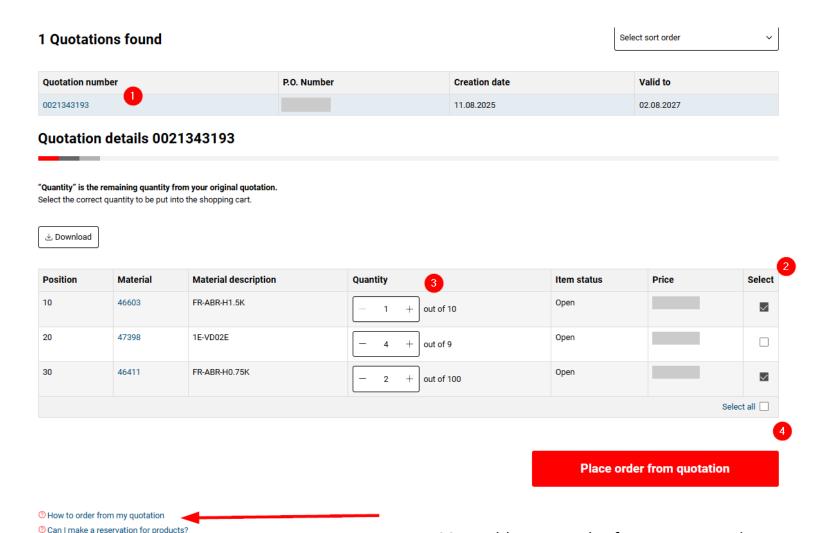
The user can order products from the quotation (e.g. with special prices)



Placing orders with references to the quotation- NOT YET AVAILABLE!



The user can add all materials and quantities from the offer to the cart, or only some of them

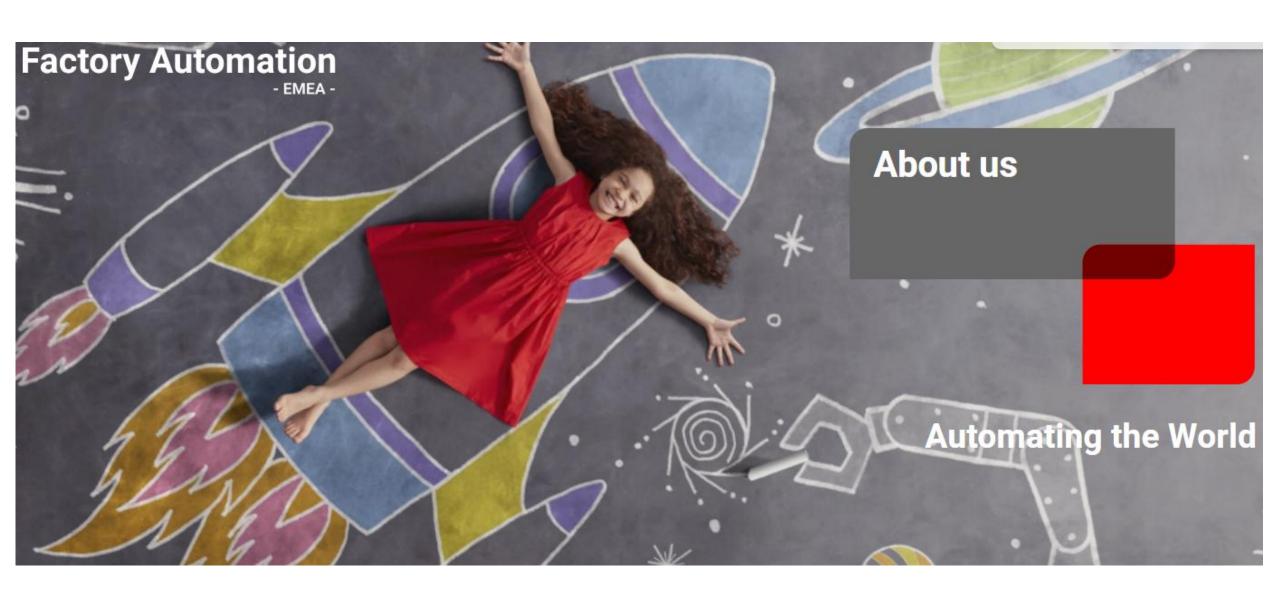


- 1. Open a quotation by clicking on the Quotation Number.
- 2. In the Quotation Details, select the desired materials.
- 3. You can also adjust the quantity if needed.
- 4. To place your order, click
 "Place Order from Quotation"
 you will be taken directly to the Checkout process.

Manual how to order from my quotations

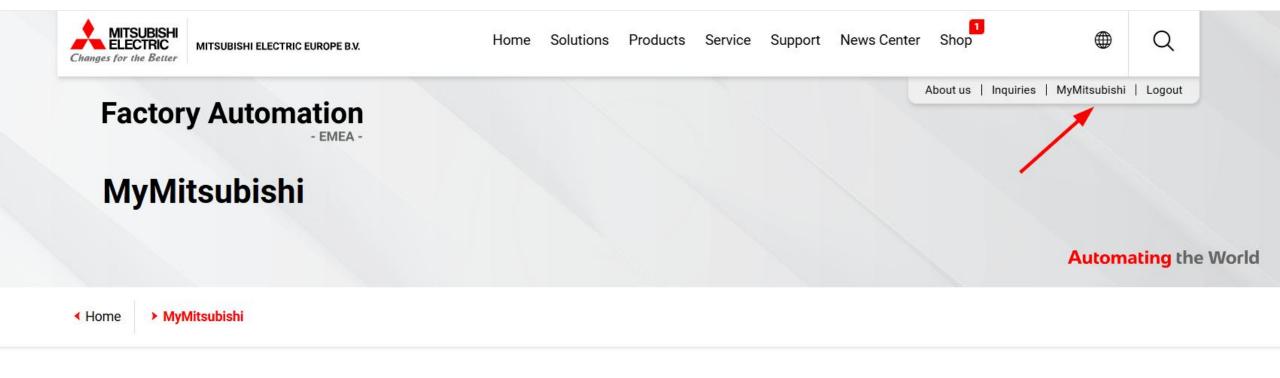
ADDITIONAL FUNCTIONALITIES





Account management - My profile

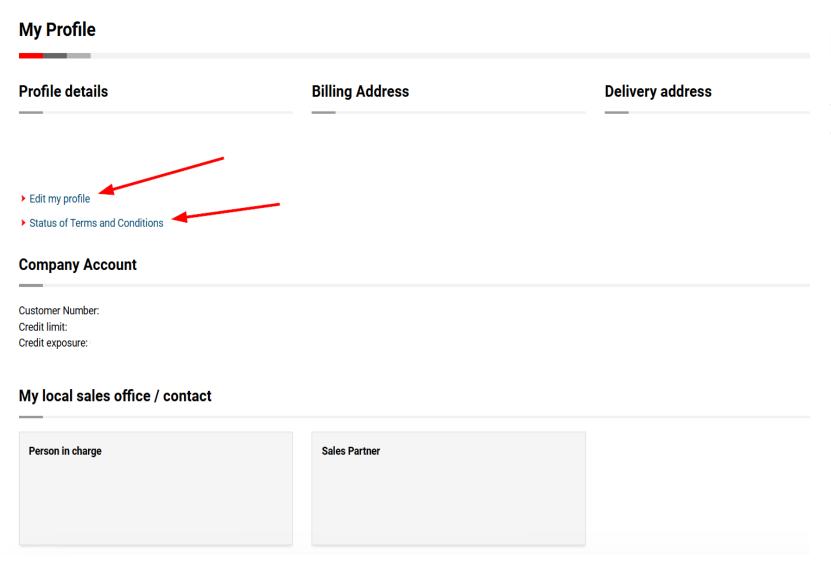






Edit my profile, Status of Terms and Conditions





- In this section user can:
- Edit profile data and change password
- Check status of accepted Terms & Conditions

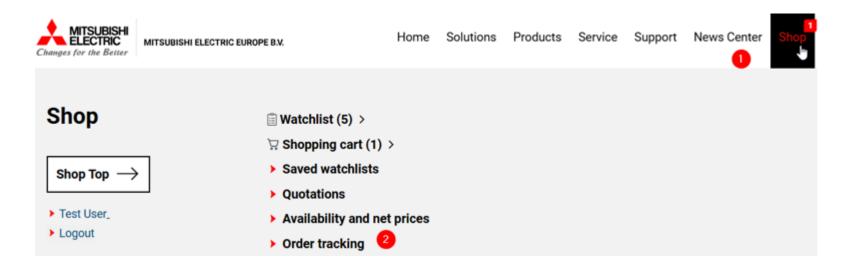
Order tracking- overview



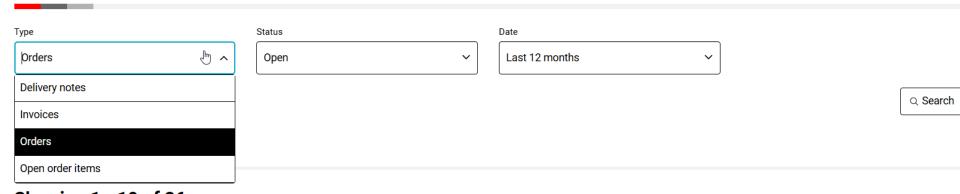
Order Tracking

In this section, the user can find:

List of:
Placed orders
Invoices
Delivery notes
Open order items



Search for open orders, delivery notes, orders or invoices



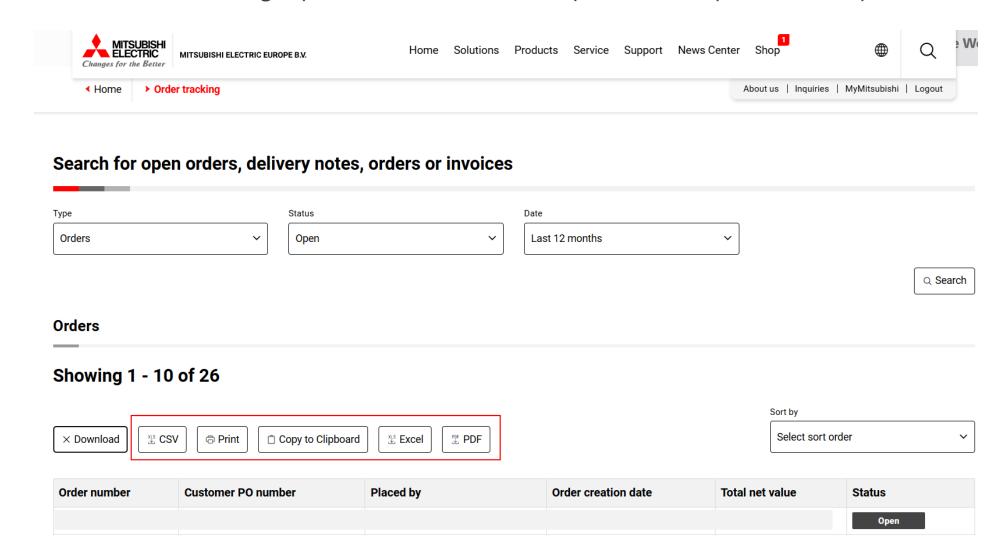
Showing 1 - 10 of 26

Sort by
Select sort order

Order tracking – download options



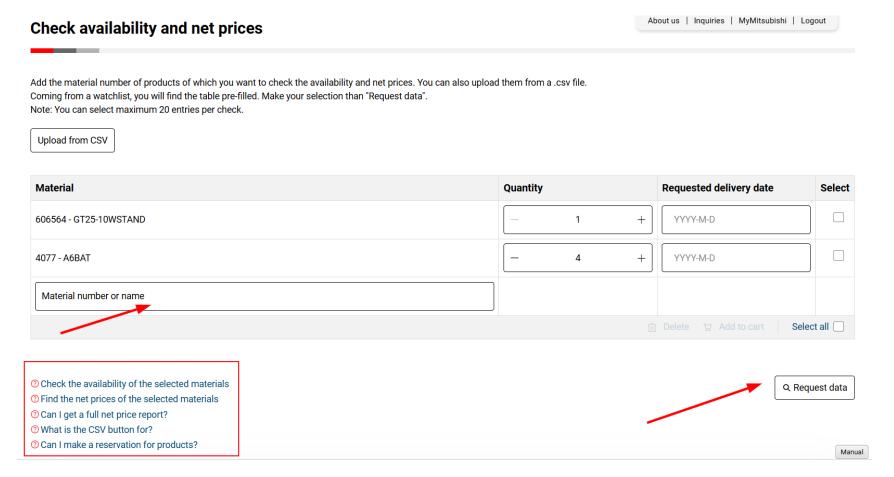
The order tracking report can be downloaded, printed, or copied to the clipboard.



Availability and net prices



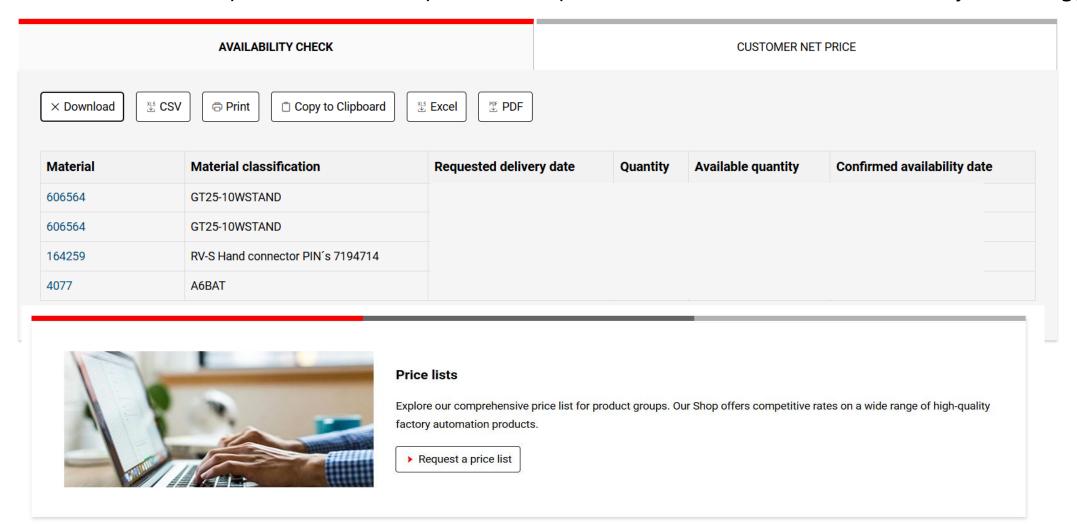
- Shop Availability and net prices
- In this section the user can find:
- 1. Customer net prices The user can find there a price list including the current discounts
- 2. Availability check To verify stock levels and check availability of the products



Availability and net prices - download options

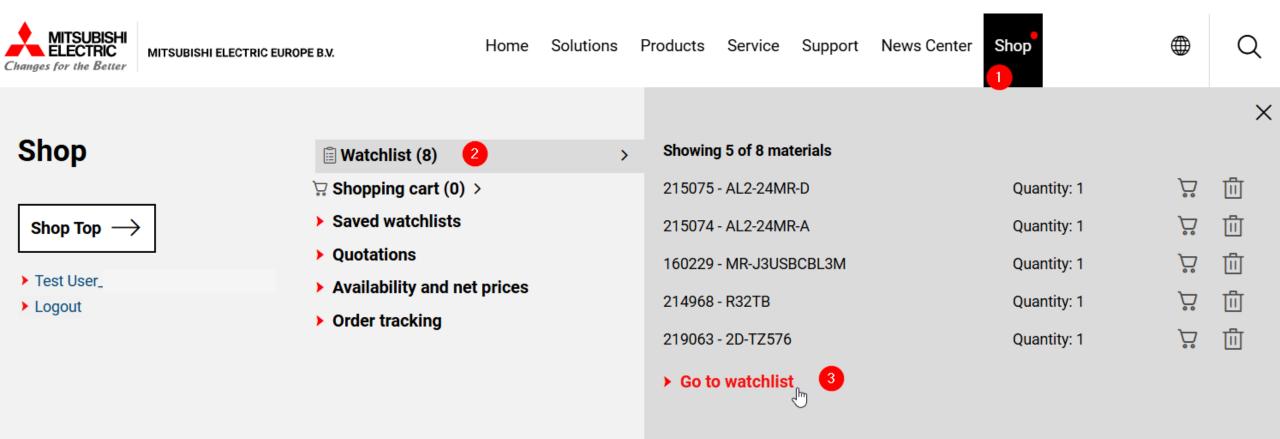


- Availability and net prices reports can be downloaded, printed, or copied to the clipboard
- The user can request a Price List report The report will be sent to the email address you are logged in with.



Watchlist





©Mitsubishi Electric Corporation Watchlist 28

Watchlist overview



The watchlist allows user to:

- Compare products
- Check the availability & net prices

User can also add products to the cart directly from the worklist

* Product comparisons are only possible for the same material class

My watchlist

While browsing through our products pages, you added one or more items to your watchlist. Here you can modify your entries and compare materials. In addition, you can check availability and net prices, then add your watchlist or selected materials to your shopping cart.

Save this watchlist

Saved watchlists

Sort by	
Select sort order	~

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Material	Material classification	Quantity	Select
4077 - A6BAT Battery 3.6 V DC	FA-MOD PLC: Spare Part	_ 1 +	✓
32303 - FUSE FOR A1SY81 LM32 Fuse for Programmable Controller type AJ65BT-D62	FA-MOD PLC: Spare Part	_ 1 +	✓
Material number or name	Compare		
	☐ Delete ☐ Compare ♠ Availability & net prices	S	ct all 🔽

Contact us & Technical support



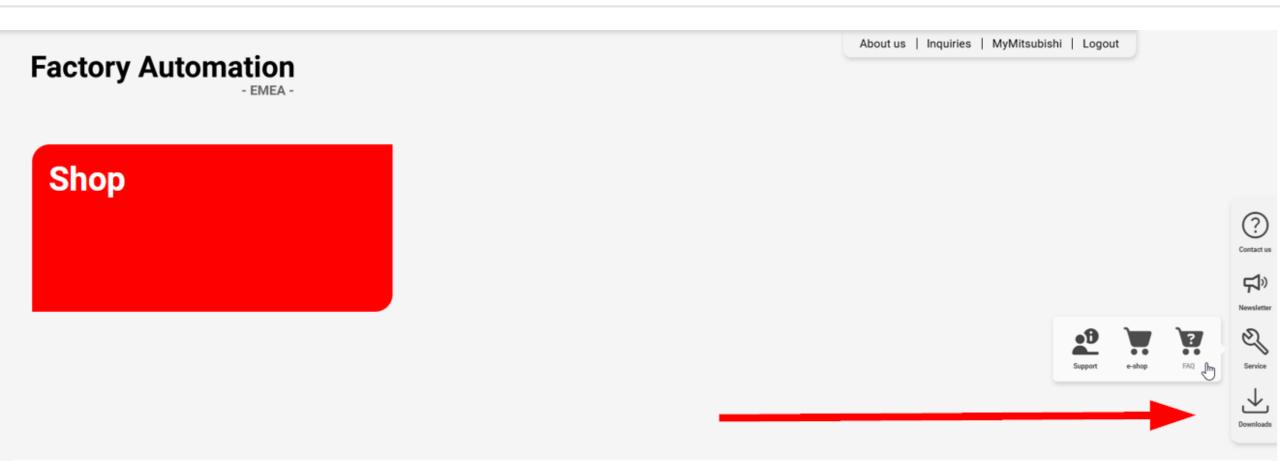
Home Solutions Products Service Support	News Center Shop	Q
Technical Support *What can we do for you? First name *Company Telephone *Email	About us Inquiries MyMitsubishi L Contact us *What can we do for you? First name *Company Telephone *Email	Logout Technical Support Contact us
*Country Select *I have read and agree to the privacy policy of Mitsubishi Electric Europe B.V I am aware and agree that the data I have entered may also be forwarded to responsible Mitsubishi Electric representatives in third countries outside the European Union for which no adequacy decision of the EU-Commission exists.	*Country Select *I have read and agree to the privacy policy of Mitsubishi Electric Europe B.V I am aware and agree that the data I have entered may also be forwarded to responsible Mitsubishi Electric representatives in third countries outside the European Union for which no adequacy decision of the EU-Commission exists.	Newslett

If the user encounters any technical issues or has other questions, they can use **Technical Support** or **Contact Us** buttons.

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Sidebar - FAQ

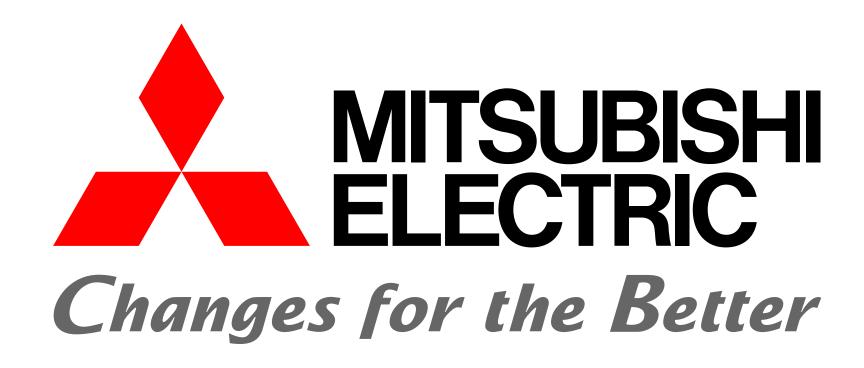




How can we help?

We have put together a list of frequently asked questions about Shop-related features and functions. If you are a registered customer and can't find the answer to your specific question, please contact your local sales representative.

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For questions regarding the Shop, please contact appropriate Sales Desk or eshop-fa-ia@meg.mee.com

Thank you