



# Oxford United FC Web Shop Guide

## 1. Accessing the Web Shop

Navigate to [www.clubwebshop.com/a-z/clubs/oxfordunitedfc/](http://www.clubwebshop.com/a-z/clubs/oxfordunitedfc/) from any browser.

Bookmarks are recommended for easy access.

## 2. Account Setup & Login

1. Click "Sign Up" (firsttime users) or "Log In" (returning users).
2. Enter your name, email, password, and role.
3. Confirm your email to activate account.

## 3. Browsing and Selecting Items

Use menu to view gear. Click a product to view details and add to cart.

## 4. Customising Gear

Item personalisation will appear at the bottom of the page once quantities are entered. Please add SRG logo for home kits. Any other sponsors logo can be added for away/training kit etc.

## 5. Payment: Who Pays What

Home kit items (shirt, shorts, socks) are refunded by the club.

Other items must be paid personally or through sponsorship.

## 6. Viewing Order History & Tracking

Use 'My Orders' to view past orders, status, and tracking.

Download invoice for reimbursement.

## 7. Support & Help

Use in-site Help button or contact support.

Club admins can assist with issues.

### Best Practices

- Double-check customisation and sizing.
- Meet team order deadlines.
- Keep invoices for refunds.
- Inform sponsors as needed.

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