

Selling Used Items on Newegg Marketplace

Newegg Marketplace sellers are now able to sell used items. Listing your used items makes them accessible along with new ones to millions of Newegg customers, allowing customers to find the best product for them.

| Specifications | Warranty & Returns | Reviews | Q&A |
|-------------------------------|--|-------------|--|
| New Perfect condition. 100 | % Guaranteed. Packed in it's or | iginal box. | Shipped by Newegg Ships from China. Most customers receive within 10-20 days. |
| packaging, upgraded t | emoved from it's original to Windows 10, bench- ted in the original packaging. | | Usually ships within 2 - 3 business days. |
| | | See Photos | |
| Used - Good | | | Usually ships within 5 - 7 business days. |
| | Sood condition with moderate v dessionally tested and verified t inal box | | Expedited shipping available. |

How to Start

Follow the steps below to list used items

- <u>Select qualified product sub-category(s)</u>
- Specify return policy for used items (optional)
- Specify the correct item condition
- Listing Items in used condition

Select Qualified Product Sub-category(s)

Not all product sub-categories are available for used items. Please contact your category managers to obtain the subcategory list before listing items with USED condition.

Specify Return Policy for Used Items (optional)

Dedicated return and refund policies can be specified for used items. You should provide detailed information such as default refund period, default replacement period, and if you withhold a fixed restocking fee from all refunds.

1. Go to Seller Portal > Manage Account > Shipping Settings > Step 3: Return Policy and Info.

| ← 2 ☆ ★ | Shipping S | Settings | | | | | |
|---------------------------------------|-----------------------|-------------|--|-------------------------------------|---------------|---------------------------|--|
| Manage Account | | (| | | | | |
| Account Settings | | C | 1 | 2 | 3 | | |
| Shipping Settings | | Fulfillme | nt Center | Fulfillment Priority | Return Policy | Return Policy and Info | |
| Manage Items | | | | | | | |
| Manage items | Set Fulfill | ment Center | | | | | |
| indiage itemo | Set Fulfill Status | Action | Warehouse Location | Warehouse Type | | Shipping D | |
| Manage Order | | | Warehouse Location United States(USA) | Warehouse Type Shipped by Seller | | Shipping De | |
| Manage Order Manage Promotion | | Action | | | | Shipping De USA USA | |
| Manage Order | | Action | United States(USA) | Shipped by Seller | | USA | |

2. Under the policy section, select the tab of "Set Individual Return Policy for Used Items".

| Shipping Settings | | | |
|---|---|--|--------------------------------|
| <u>_</u> | | | 3 |
| Fulfillment Ce | nter | Fulfillment Priority | Return Policy and Info |
| Select Shipping Destination and Se | et Return Policy and Info | | |
| Shipping Destination UNITED STATES(USA) | Set Return Policy ar For items shipped b Set Customer Re Return to Ship Local Return A Newegg Return | by Seller, do you allow Newegg to genera eturn Address oper @ Address @ | ate Return Requests? Yes No |
| l | Set Customer Service | Info and Return Policy Set Individua | I Return Policy for Used Items |

3. Select the correct values that meet your business requirement.

| Set Customer Service Info and Return Policy Set Individual Return | Policy for Used Items | | | | | | | | |
|---|-----------------------|---------------------------|--|--|--|--|--|--|--|
| Copy below settings from shipping destination: | Select 🔹 | | | | | | | | |
| * Default Refund Period: | 30 days after invoice | Ŧ | | | | | | | |
| * Default Replacement Period: | 60 days after invoice | Ŧ | | | | | | | |
| * Default Restocking Fee: | 0.00 | % (min:0.00%, max:15.00%) | | | | | | | |
| APPLY TO ALL Apply return policy to all shipping destinations. | | | | | | | | | |
| Set Category Specific Refund and Replacement Period | | | | | | | | | |

4. You can also specify the return period on sub-category levels in case they are different.

| Set Customer Service Info and Return Policy | Set Individual Return | Policy for Used Items | | | | | | |
|---|-------------------------|-------------------------|-----------|-------------------|-------------|---|--|--|
| Copy below settings from | m shipping destination: | Select | | | T | | | |
| * | Default Refund Period: | 30 days after invoice | | | | | | |
| * Defau | Ilt Replacement Period: | 60 days after invoice | | | | | | |
| * [| Default Restocking Fee: | 0.00 | | % (min:0.00%, r | nax:15.00%) | | | |
| APPLY TO ALL Apply return policy to all shipping destinations. | | | | | | | | |
| Set Category Specific Refund and Replace | | riod of Subcategory | | | × | : | | |
| ✓ Apparel | | Belts 8 | Suspender | rs(30/60) | | | | |
| Subcategory: | | Return Refund Peri | od: 30 d | ays after invoice | Ŧ | | | |
| Belts & Suspenders (30/60) Childrens Activewear (30/60) Childrens Outerwear (30/60) | R | eturn Replacement Perio | od: 60 d | ays after invoice | Ŧ | | | |
| Childrens Sleepwear & Robes (30/60) Childrens Special Occasion (30/60) Childrens Swimwear (30/60) | | | | SAVE | CANCEL | | | |

5. Click Next two times then Save to complete.

Specify Correct Item Condition

Identifying the correct condition to each item you list on Newegg.com is an essential step for providing a great shopping experience.

When customers view a product page, they see a general product description along with a set of buying choices. Listings are displayed on the **"Also Available**" section for each product and are grouped to allow customers to select desired item by condition or price.

The following condition types are available:

- New: The product is brand-new and has never been used. It is in manufacturer original packaging, which has not been opened.
- **Refurbished:** The product has been professionally inspected, cleaned, and repaired to meet manufacturer specifications. The manufacturer's or refurbisher's warranty must apply. (NOTE: No used item can be created under Refurbished items)
- Used- Like New: An apparently untouched item in perfect condition. There are absolutely no signs of wear on the item or its packaging. Instructions are included.
- Used- Very Good: item that has seen limited use but remains in great condition.
- Used- Good: The item shows wear from consistent use, but it remains in good condition and works perfectly.
- **Used- Acceptable:** The item is fairly worn but continues to work perfectly. Signs of wear can include aesthetic issues such as scratches, dents, and worn corners.

Listing Items in Used Condition

View the following to get started:

- <u>Step-by-step using Seller Portal</u>
- Batch listing using data feed

Step-by-step using Seller Portal

- Creating items that already exist on Newegg.com
- Creating brand new listings

Creating Items That Already Exist on Newegg.com

 Access Seller Portal then open "Manage Items > Item Creation". Search for existing item using "Or, Find it on Newegg". This will create an item that already exists on Newegg's website. Simply click on Search after entering the item you are looking for.

| | newe | gg m | narkei | tpla | ace" | [+] FEEDBACK | . | \geq | ٢ | ? | * |
|---|---------------|-------------|--------|------|--|--------------|----------|--------|---------|------------|--------|
| | F 🕄 1 | Â | * | | Item Creation | ☆ | Home | >Manag | e Items | > Item Cre | eation |
| - | Manage Acco | ount | | | Create an item not currently listed in Newegg | 1.com | | | | | |
| | Manage Item | s | | | | , | | | | | |
| | Item Creation | n | | | Or. Find it on Newegg | | | | | | |
| | Item List | | | | | | | SEARCH | | | |
| | Ratch Item C | rostin | n/l In | | Manufacturer, Manufacturer Part#, Item Description, Newegg Item#, UPC/ISBN | | ų | SEARCH | | | |

2. Once you find the item you wish to sell, simply click the "Sell This" button for going to item details. If the "Sell This" button isgrayed out, the category for the item is not open for your account. You will need to contact your Newegg category manager, if you do not know who your category manager is, contact <u>datafeeds@newegg.com</u> for help directing you to your Newegg category manager.

| Find it on Newegg | | | | If you can't find the item |
|---------------------|---|----------------|-----------------|----------------------------|
| N82E16834318788 | | | Q SEARCH | (CREATE A NEW ITEM |
| All Categories>Text | Search Terms: N82E16834318788 | | | |
| | Lenovo ThinkPad 11e 20EDS00100 11.6" LE A-Series A4-6210 Quad-core (4 Core) 1.80 G Black Manufacturer: Lenovo Manufacturer Part#: 20EDS00100 UPC/ISBN: 889233743294 Item Condition: New Subcategory: Computer Hardware > Notebooks Packs or Sets: 1 | | MD | SELL THIS |
| | | Total Count: 1 | « ‹ 1 | > > Per Page: 5 ¥ |

3. In the "Basic Information" section, select the condition value from the drop-down menu of "Item Condition".

| Basic Information | Specific Informatio | n Detail Information | Price;Inventory;Ship | ping and Images | | |
|-------------------|---------------------|-------------------------|----------------------|-----------------|--|--|
| Your Item Catego | ory On Newegg: C | omputer Hardware > Note | books | | | |
| | | | | | | |
| * 😮 Item (| Condition: New | | v | | | |
| * 😮 Website Sł | hort Title: New | New | | | | |
| (Max. 200 ch | used - L | | | | | |
| 、 | Used - \ | ery Good | | | | |
| * Manu | ufacturer: Used - 0 | ood | | | | |
| | Used - A | cceptable | | | | |
| * Manufactur | rer Part#: 20EDS00 | 100 | | | | |

4. Enter the comments that describe the condition of your item, optional.

| Bas | ic Information | Specific In | formation | Detail Informatio | n Price;Inver | ntory;Ship |
|-----|---------------------------|--------------------------|-------------|--------------------|-----------------------|------------|
| Yo | ur item Catego | ory On New | /egg: Com | puter Hardware > N | otebooks <u>Not N</u> | lotebooks |
| | * 🕄 Item | Condition: | Used - Like | New | | Ŧ |
| | Conditio (Max. 200 ch | n Details: naracters) | Like new a | and no scratch on | monitor screer | ı |

5. In the "Price;Inventory;Shipping and Images" section, you can upload images to help describe the items you are selling. You have the option to upload up to 6 images to display your items.

| Basic Information | Specific Information | Detail Information | Price;Inventory;Shipping and Images | |
|--------------------------|--|---|--|--|
| NO Picture | e | Manufactur Manufacturer Par UPC/ISE | t#: 20ED \$00100 | |
| | | Commission Ra Commission Fee(\$ US | | |
| Item Images Used Item | Item Images – Used Iter Image Review Drag | | . Each item can only upload 7 pictures | |
| | | | | |

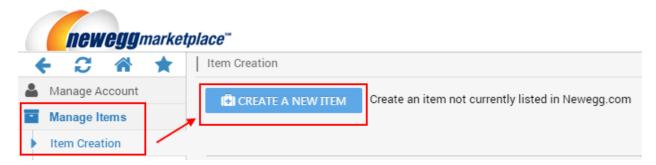
6. Set price and inventory, and select a proper shipping method.

| pecific Information | Deta | ail Information | Price;Invent | Price;Inventory;Shipping and Images | | | | |
|---|---|--|---|---|---------------------------------|--|--|--|
| Manufac Manufacturer F UPC/ Commission Commission Fee(\$ Website Short | Part#: ISBN: Rate: USD): | Lenovo 20ED \$00100 889233743294 10.00% 55.00 Lenovo ThinkPa 20ED \$00100 11 LED Notebook - | .6" | * Seller Part#: OMSRP(\$ USD): * Selling Price(\$ USD): See the Volume Discount OMAP Price: | used001 N/A 550.00 N/A | | | |
| | A-Series A4-62 Quad-core (4 Co 1.80 GHz - Grap Black <u>More Informatic</u> | bre) hite | Inventory: Shipping: | Checkout MAP 😧 1 Default | | | | |

- **7.** Carefully review the information entered to ensure it is correct. Please note that item condition cannot be edited once an item is created.
- 8. Click "Submit" to complete.

Creating Brand New listings

 Access Seller Portal then open Manage Items > Item Creation. Click "Create a New Item" to create a new listing on Neweg.com.



2. Select the correct industry and sub-category for your item.

| 0 | Please | select | the | industry | and | subcategory | Į. |
|---|--------|--------|-----|----------|-----|-------------|----|
|---|--------|--------|-----|----------|-----|-------------|----|

| | Network - Wireless Adapters |
|----------------------------------|---|
| Appliance (55) | |
| Arts & Crafts (13) | Network - Wireless AP/Bridge PREMIER |
| Auto & Hardware (183) | Network - Wireless Routers PREMIER |
| Baby (32) | Network Connectors/Adapters |
| Bags & Luggage (5) | Notebook Batteries / AC Adapters PREMIER |
| Beauty (22) | Notebook Cases PREMIER |
| Books, Media & Entertainment (1) | Notebook Cases - For Her |
| Camera & Photo (21) | |
| Cell Phone Accessories (10) | Notebook Port Replicators / Docking Stations |
| Computer Hardware (247) | |
| Consumer Electronics (142) | Notebooks PREMIER |
| DVD & Videos (1) | OEM Warranty |
| Health & Personal care (29) | Parallel / Ext. Solutions Paraller |
| Home & Living (101) | PC Cards / PCMCIA Modern and Network Devices |
| Home Improvement (120) | REMIER |
| Industrial Supplies (0) | PC Cards/PCMCIA Add-on Cards PREMIER |
| | → CONTINUE CANCEL |

3. On the "Basic Information" section, select the condition value from the drop-down menu of "Item Condition".

| Basic Information | Specific Information | Detail Information | Price;Inventory;Ship | ping and Images |
|-------------------|----------------------|------------------------|----------------------|-----------------|
| Your Item Catego | ry On Newegg: Co | mputer Hardware > Note | books | |
| | | | | |
| * 😯 Item (| Condition: New | | v | |
| * 🕜 Website Sh | New | | | |
| (Max. 200 ch | Lised - Li | ke New | | |
| (1907. 200 01 | Used - Ve | ery Good | | |
| * Manu | ufacturer. Used - Go | bod | | |
| | Used - Ad | ceptable | | |
| * Manufactu | rer Part#: 20EDS001 | 00 | | |

4. Enter the comments that describe the condition of your item, optional.

| Bas | ic Information | Specific Ir | nformation | Detail Information | Price;Inventory;Ship |
|-----|---------------------------|---------------------------|---------------|----------------------|-----------------------------|
| | | | | | |
| Yo | ur item Catego | ory On New | vegg: Com | puter Hardware > Not | ebooks <u>Not Notebooks</u> |
| | | | | | |
| | * 🕑 ltem | Condition: | Used - Like I | New | Ŧ |
| | Conditio (Max. 200 ch | on Details: naracters) | Like new a | and no scratch on m | ionitor screen |

5. Enter the Website Short Title for your item. Please note: the Website Short Title is designed for new item only. Please do not fill in any used condition related keywords.

| Basic Information | Specific In | formation | Detail Information | Price;Inventory;Ship |
|--------------------------------|---------------------------|-----------------------|-----------------------|----------------------------|
| Your Item Catego | ory On New | regg: Com | puter Hardware > Note | books <u>Not Notebooks</u> |
| * 😮 ltem | Condition: | Used - Like I | New | v |
| Conditio (Max. 200 cl | on Details: haracters) | Like new a | and no scratch on m | onitor screen |
| * 🝞 Website S (Max. 200 cl | | Lenovo Tł Notebook | ninkPad 11e 20EDS0 | 0100 11.6" LED |

6. Fill in the Specific Information for your item. Please note: the "Bullet Description" and "Product Description" are designed for new items only. Please do not fill in any used condition related information.

| * 😮 Item Dim | ensions(in.): | Length: | 20 | Width: | | 12 | Height: | : | |
|--------------|----------------|---|--|---|---|--------------------------------------|---------------------------|---|---|
| * 😯 Item | n Weight(lb.): | | 3 | | | | 5 | | |
| ★ Ite | em Package: | Retail | OEM | | | | | | |
| | Description: | 4GB M 1366 x Windov | 4-6210 1.80G emory 500GB 768 vs 7 Professio onvertible LE | HDD | ook | | | | 0 |
| * Product | Description: | reduce and bra 000 cyc cover. F betwee damag | the LCD pane s accidental L ackets have b cles and to wi Reinforced po en anchored k e from a bore one tough ma | CD dam een stre thstand rts and eys help d child's | nage. The hi ngthened, to more force a reduced g prevent ac | nges o las to tl ap cide | s st 50, he ntal | | |

 "Detail Information" - in this section if the fields do not have values you need you will need to contact our Newegg content team at <u>mktp.content@newegg.com</u> to add the values.

| Basic Information | Specific Info | ormation Detail Informatio | | Price;Inventor | y;Shipping and Image | s |
|--|------------------|----------------------------|--------------------------|-------------------|----------------------|------------|
| | | | | | | |
| * | NBB_Color: | Black | v | | | |
| * NB | _CPU Type: | AMD A-S | Series 🔻 | | | |
| * NB_(| CPU Speed: | Please S | Select 🔻 | | | |
| * NB_S | creen Size: | 13.3" | Ŧ | | | |
| * NB_To | ouchscreen: | No | v | | | |
| * NB_Operati | ing System: | Please S | Select • | | | |
| | * NB_SSD: | Please S | Select • | | | |
| | * NB_HDD: | Please S | Select V | | | |
| * N | B_Memory: | Please S | Select 🔻 | | | |
| * Group N | IB_Options: | Please Select | | | | |
| Field with blue star identifies the field as a group-by property, a property you can use to group with other variations of the item (example: size and color). It is only required if you wish to group the item with its variations on the website. | | | | | | |
| Field in bold text means this property will appear on Newegg Search Navigation as a filter for customers. We strongly recommend sellers to fill these fields to help the customers find your items. See example here. | | | | | | |
| Field | with red star id | entifies as | s a required property, p | lease select a pr | e-defined value | |
| Need Help? Email Ma | ketplaceSuppo | rt@Newe | <u>gg.com</u> | | ♦ PREVIOUS | → CONTINUE |

8. On the "Price; inventory; Shipping and Images" section, you can upload images to help describe the items you are selling. You can upload up to 6 images to display your items, optional. Please note: the "Item Images" is designed for new items only. Please do not upload used condition related images.

| Basic Information | Specific Information | Detail Information | Price;Inventory;Shipping and Images | |
|--------------------------|--|--|--|--|
| NO Pictur | e | Manufactur Manufacturer Par UPC/ISB Commission Ra | 1#: 20ED \$00100 IN: 889233743294 | |
| | | Commission Fee(\$ US | P): N/A | |
| Item Images Used Item | Item Images – Used Iter Image Review Drag | | . Each item can only upload 7 pictures | |
| | | | | |

9. Set price and inventory, and select a proper shipping method.

| pecific Information De | tail Information | Price;Inventory;Shipping and Images | |
|---|---|--|--|
| Manufacturer Manufacturer Part#: UPC/ISBN: Commission Rate: Commission Fee(\$ USD): Website Short Title: | 20ED \$00100 889233743294 10.00% 55.00 | * ? Selling Price(\$ USD): 550.00 Pad 11e Discount 11.6" ? MAP Price: * AMD N/A 210 Checkout MAP ? Core) * Inventory: 1 * ? Shipping: Default | |

- **10.** Carefully ensure that the information entered is correct. Please note that item condition cannot be edited once an item is created.
- **11.** Click "Submit" to complete.

Batch Listing Using Data Feed

You can create your listings in bulk using the item creation templates. Regardless of the data feed format you decide to use (xls, csv, txt, xml), it is highly suggested to download the template in the MS Excel (xls) format. The Excel Template contains valuable information you will need to properly fill out the data feed.

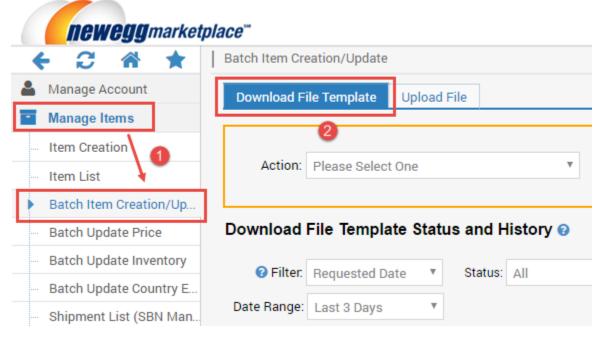
Different templates are available:

• Creating items that already exist on Newegg.com

• <u>Creating brand new listings</u>

Creating items that already exist on Newegg.com, data feed template 2.0:

- 1. Go to Seller Portal > Manage items > Batch Item Creation/Update
- 2. Select the "Download File Template" tab



3. Select the correct Action: "Batch Item creation" from the drop-down menu

| Batch Item Creation/Update | | | | | |
|------------------------------------|--------------------------|---------|--|---|--|
| Download File Template Upload File | | | | | |
| | | | | | |
| Action: | Please Select One | | | Ŧ | |
| | Please Select | t One | | | |
| | Batch Item C | reation | | | |
| Download | wnload Batch Item Update | | | | |

- 4. Check the option "Create items that exist on Newegg"
- 5. Select the correct template file format from the drop-down menu
- 6. Click "Download File Template" to download the template.

| Batch Item Creation/Update | | | ☆ | Home > Manage Items > Batch Item Creation/Update |
|------------------------------------|---|---|---|---|
| Download File Template Upload File | | | | |
| Action Batch Item Creation | • | esoft Excel Format(*.xls) e Select Item Industry e Select Item Category | • | For detailed instructions, download template in MS Excel format(.xls). To upload file for processing, click on Upload File tab above. |

- 7. Populate data feed with item related information.
- 8. Save your work after completely populating the data feed. You are now ready to upload your data feed.
- **9.** To upload the data feed file:
 - (a) Go to Seller Portal > Manage items > Batch Item Creation/Update
 - (b) Click on the "Upload File" tab
 - (c) Click the "Select files..." button. Search the data feed file located in your computer.

| | F 2 🏦 ★ | atch Item Creation/Update | |
|----------|--------------------------|-------------------------------------|---------------------------------------|
| 4 | Manage Account | Download File Template Upload File | |
| | Manage Items | | |
| | Item Creation | | |
| | Item List | Upload File: Select files | |
| | Batch Item Creation/Up | Open | × |
| - | Batch Update Price | → ○ → MarketPlace → Datafeed → test | ✓ ☑ Search test ☑ |
| | Batch Update Inventory | Organize ▼ New folder | Ⅲ ▼ □ 0 |
| | Batch Update Country E | Name ^ | Date modified Type |
| | Shipment List (SBN Man | Libraries | 9/30/2015 5:37 PM Microsoft Ex |
| | Inventory Alert (SBN Ma | Documents | |
| | Manufacturer | Pictures | |
| | Batch Update Premier It. | Videos | i i i i i i i i i i i i i i i i i i i |
| | Batch Set/Update Thirty | 1 Computer | |
| Ъ | Manage Order | Local Disk (C:) | - |
| Ű | Manage Promotion | ₽ programe (\\abs-fp | |
| ht | Business Report | ⊊ P (P:) ⊊ T (T:) | \mathbf{X} |
| 8 | Other Reports | v | |
| | | File name: ItemUpdated.XLS | Custom Files |
| oun | ron u | | Open 🚽 Cancel = |
| | | | // |

(d) Once you have located the file, click **UPLOAD FILES** button.

| Select files |
|-----------------|
| ItemUpdated.XLS |
| UPLOAD FILES |
| |

(e) You can check feed status under "Uploaded File Status and History". Please note: processing times may vary depending on size and number of data feeds in process queue.

| Batch Item Creation/Update | | | | ☆ Home⇒Mana | ge Items >Batch Item Creation/U | | |
|---|----------------------------|---------------------|---------------------|--|---------------------------------|--|--|
| Download File Template Upload File | | | | | | | |
| Upload File: Select files | | | | | | | |
| ItemUpdated.XLS × | | | | | | | |
| | | | | | | | |
| Uploaded File Status and History 🥹 | | | | | | | |
| Image: Last 3 Days V User Image: Image: | | | | | | | |
| File ID File Name S | tatus Uploaded Date | Uploaded User | Completed Date | Description | Download Link | | |
| 37163829 APIAutoFile.xml w | Completed 06/15/2016 14:16 | 5:49 api@newegg.com | 06/15/2016 14:20:10 | Total Records:211, Successfully Uploade Records: 60 | d <u>>> View Details</u> | | |
| | Completed | | | Total Pacarde:211 Successfully Liplanda | h | | |

Creating brand new listings, data feed template 1.0:

1. Go to Seller Portal > Manage items > Batch Item Creation/Update

| neweggmarketplace ^{***} | | | | | | | |
|----------------------------------|--|--|--|--|--|--|--|
| ← 2 ☆ ★ | Batch Item Creation/Update | | | | | | |
| Manage Account | Download File Template Upload File | | | | | | |
| Manage Items | | | | | | | |
| Item Creation | Action: Please Select One | | | | | | |
| Item List | | | | | | | |
| Batch Item Creation/Up | | | | | | | |
| - Batch Update Price | Download File Template Status and History 🚱 | | | | | | |
| Batch Update Inventory | Status: All | | | | | | |
| Batch Update Country E | G Filter. Requested Date ▼ Status: All | | | | | | |
| Shipment List (SBN Man | Date Range: Last 3 Days | | | | | | |

- 2. Select the "Download File Template" tab
- 3. Select the correct Action: "Batch Item Creation" from the drop-down menu
- **4.** Select the correct template File Format from the drop-down menu.
- 5. Select the correct industry and related sub-category
- 6. Click "Download File Template" to download the template.

| Batch Item Creation/Update | | | ☆ | Home >Manage Items >Batch Item Creation/Update |
|------------------------------------|-----------|---|-------------|---|
| Download File Template Upload File |] | | | |
| Actio Batch Item Creation | Industry: | Microsoft Excel Format(*.xls) Computer Hardware Notebooks | V V V | OWNLOAD FILE TEMPLATE -For detailed instructions, download template in MS Excel format(.xls). To upload file for processing, click on Upload File tab above. |

- 7. Populate the data feed with related item information. Please note:
 - The Website Short Title is designed for new items only. Please do not fill in any used condition related keywords.
 - The "Bullet Description" and "Product Description" are designed for new items only. Please do not fill in any used condition related information.
 - The "Item Images" is designed for new items only. Please do not upload used condition related images.
- 8. Save your work after complete populating the data feed. You are now ready to upload your data feed.
- **9.** To upload the data feed file:
 - (a) Go to Seller Portal > Manage items > Batch Item Creation/Update
 - (b) Click on the "Upload File" tab
 - (c) Click the "Select files..." button. Search the data feed file located in your computer.

| • | - C 🏦 ★ | Batch Item Creation/Update | |
|-----|--------------------------|-------------------------------------|---------------------------------|
| 4 | Manage Account | Download File Template Upload File | |
| | Manage Items | | |
| | Item Creation | | |
| | Item List | Upload File: Select files | |
| | Batch Item Creation/Up |) Open | ×. |
| | Batch Update Price | → ↓ • MarketPlace • Datafeed • test | ▼ 🚱 Search test |
| | Batch Update Inventory | Organize ▼ New folder | |
| | Batch Update Country E | | Date modified Type |
| | Shipment List (SBN Man | Libraries | 9/30/2015 5:37 PM Microsoft Exe |
| | Inventory Alert (SBN Ma | Documents Music | SISCIES SISTING MICHOUTER |
| | Manufacturer | Pictures | |
| | Batch Update Premier It. | Videos | |
| | Batch Set/Update Thirty | 1 Computer | |
| Ъ | Manage Order | Local Disk (C:) | - |
| Ű | Manage Promotion | rograme (\\abs-fp | |
| ht | Business Report | ⊊ P (P:) ⊊ T (T:) | |
| | Other Reports | ▼ | |
| | | File name: ItemUpdated.XLS | Custom Files |
| oan | ana - | | Open Cancel |

(d) Once you have located the file, click "UPLOAD FILES" button.

| n/Update | |
|---------------------|------------------|
| emplate Upload File | |
| | |
| Upload Fi | le: Select files |
| | ItemUpdated.XLS |
| | UPLOAD FILES |
| | |

(e) You can check feed status under "Uploaded File Status and History". Please note: processing times may vary depending on size and number of data feeds in process queue.

| 0 | Batch Item Cr | eation/Update | | | | | | 🟠 Home > Man | age Items >Batch Item Creation/U |
|--------------|--|------------------------------------|---------|--------------------------|---------------------|----------------|---------------------|--|----------------------------------|
| | Download File Template Upload File | | | | | | | | |
| | Upload File: Select files temupdated XLS × | | | | | | | | |
| UPLOAD FILES | | | | | | | | | |
| Ċ | Uploaded | File Status and History 🤅 | | | | | | | |
| | | Requested Date State Last 3 Days | us: All | ▼ User | | | | | |
| 1 | File ID | File Name | | Status | Uploaded Date | Uploaded User | Completed Date | Description | Download Link |
| | 37163829 | APIAutoFile.xml | | Completed with errors | 06/15/2016 14:16:49 | api@newegg.com | 06/15/2016 14:20:10 | Total Records:211, Successfully Uploade Records: 60 | ed >> View Details |

10. To upload the data feed using API Service, please download the latest API development guide for the details: https://sellerportal.newegg.com/Guideline/Newegg_Marketplace_API_DeveloperGuide.zip

Contact Us

For technical questions, please email us at <u>datafeeds@newegg.com</u> For general questions, please reach out to your Category Manager or email us at <u>marketplacesupport@newegg.com</u>