

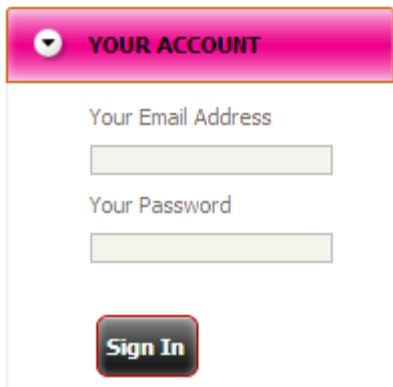
To Change Your Razzamatazz.NET Account Details

July 17, 2010

This document identifies a simple 3-minute process to change your address on Razzamatazz.NET. If you have any questions or need any help, just give us a call at 1-800-971-3347 or write us an email at support@razzamatazz.NET

1. Browse to <http://www.Razzamatazz.NET>

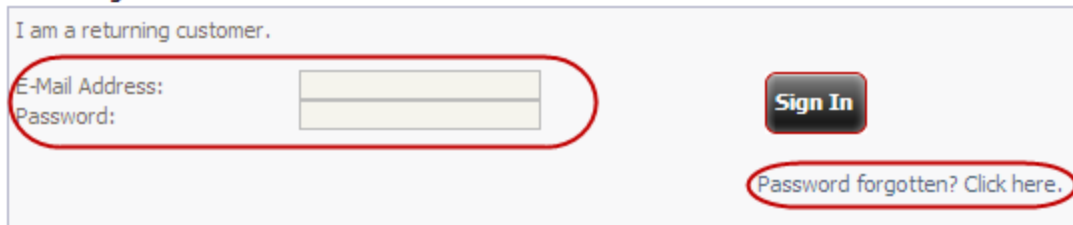
Log in to your account by entering your Email Address and Password into the login box on the BOTTOM LEFT corner.



A screenshot of a login form titled "YOUR ACCOUNT" in a pink header. Below the header, there are two input fields: "Your Email Address" and "Your Password". At the bottom of the form is a black "Sign In" button.

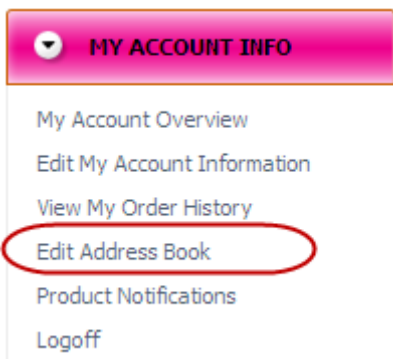
OPTIONAL STEP: If you forgot your password or email, click the Login button on Site Footer and then click on Password Forgotten link above to change your password.

Returning Customer



A screenshot of a login form for returning customers. It includes the text "I am a returning customer." followed by "E-Mail Address:" and "Password:" labels next to two input fields. A black "Sign In" button is to the right. Below the button is a link that says "Password forgotten? Click here." Red circles highlight the input fields and the link.

2. Once you are logged in, visit the same BOTTOM LEFT CORNER of the page and click on the **Edit Address Book** link as shown below.



A screenshot of a user account menu titled "MY ACCOUNT INFO" in a pink header. The menu items are: "My Account Overview", "Edit My Account Information", "View My Order History", "Edit Address Book", "Product Notifications", and "Logoff". The "Edit Address Book" link is circled in red.


- In the following page, click the **Edit button**, If you need to add new addresses, click the Add button to add up to 5 address. You can use these during checkout.

My Personal Address Book



Primary Address

This address is used as the pre-selected shipping and billing address for orders placed on this store.



This address is also used as the base for product and service tax calculations.

Primary Address  Simposys Solutions
Sri Venkataramani
11043 Caminito Alvarez
San Diego, CA 92126
United States
17024485022



Address Book Entries

Sri Venkataramani *(primary address)*  

Simposys Solutions
Sri Venkataramani
11043 Caminito Alvarez
San Diego, CA 92126
United States

Sri Venkataramani  

Sri Venkataramani
11043 Caminito Alvarez
San Diego, CA 92126
United States

- Enter your new address and click UPDATE.

Update Address Book Entry

New Address Book Entry * Required information

First Name: *

Last Name: *

E-Mail Address: *

Telephone Number: *

Fax Number:

Company Name:

Company's tax id number:

Street Address: *

Suburb:

Zip Code: *



City: *

State/Province: *

Country: *

**Ensure all details are accurate!
These are used for shipping and tax calculations.**

Don't forget to click update!

5. You will then be presented with this screen that confirms your address change.

My Personal Address Book

Your address book has been successfully updated.

Primary Address

This address is used as the pre-selected shipping and billing address for orders placed on this store.

This address is also used as the base for product and service tax calculations.

Primary Address



Srini Venkataramani
11043 Caminito Alvarez
San Diego, CA 92126
United States
7025952667

Address Book Entries