



**LAVVEN GLOBAL SELLERS**

加入 **LAVVEN** 全球商家

中国创·全球购

**[WWW.LAVVEN.COM](http://WWW.LAVVEN.COM)**

**Version: 2022**

# LAVVEN

invites you to join us

邀请您的加入

[WWW.LAVVEN.COM](http://WWW.LAVVEN.COM)

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1. **The LAVVEN Community** - Our community emphasizes creativity, originality, and all our designer members and faculty members support each other.

**LAVVEN 社区**-我们的社区强调创造力、独创性，我们所有的设计师成员和制造业成员相互支持。

2. LAVVEN's competitiveness: first, strong in distribution channel ability. To meet market demand and the latest trend of art, we will quickly develop and select products, spread them into LAVVEN and exhibit then deliver them to consumers.

**LAVVEN 的核心竞争力**：首先是强大的渠道控制能力。面对市场的需求及最新艺术前沿趋势，迅速选品和研发，铺进 LAVVEN 平台，进行展示型销售，抵达到消费者面前。

3. **Link with Chinese designers vertically**, deeply connect with practitioners in the field of oversea market and expand Chinese brands and marketing share; LAVVEN will maintain its original intention and create more opportunities for members to develop outward.

**深耕国内垂直设计师领域** - 精准与国内外深度链接，推动中国品牌扩大市场份额；LAVVEN 将保持初心，为会员创造更多全球布局的机会。

4. **Create in China, Sell to Global** - At LAVVEN, our Head of LAVVEN greets every member to share great creative thoughts and sell unique products. LAVVEN will participate international fair and link with international sell platform to exhibit and sell our products.

**中国创，全球购** - 在 LAVVEN，我们的 LAVVEN 负责人欢迎每一位成员分享伟大的创新思想和销售独特的产品。我们会通过参加国际展销会和链接国际销售平台的方式，实现全球展示销售。

## **PART A**

### **Product Audit Standard**

#### **全球购产品审核标准**

LAVVEN is committed to building a high-end art product exhibition and sales and co creation ecological circle integrating design circle and art circle. Designers, soft decoration purchasing companies, craftsmen, artists and other different identities display and connect in global shopping.

LAVVEN 致力打造一个融合设计圈和艺术圈的高端艺术产品展示销售及共创生态圈层，设计师、软装采购公司、手工艺匠人、艺术家等不同身份在全球购上进行展示和对接。

All art products on LAVVEN can be put on the shelves only after being reviewed. Led by LAVVEN, the jury composed of international professional media, domestic expert associations, leading scholars in academia and leading manufacturing enterprises will check every artwork on the shelf, so that the art products on the platform will be screened at all levels from the metaphysical professional level to the Metaphysical Spiritual and cultural level.

在 LAVVEN 上的艺术产品，都需经过审核方能上架。由 LAVVEN 牵头，结合国际专业媒体、国内专家协会、学术界泰斗、制造业龙头企业等组成的评审团，将对每件上架艺术作品进行把关，让平台上的艺术产品从形而下专业性层面到形而上精神文化层面都经过层层筛选。

## **PART B**

# **Multivendor Marketplace for LAVVEN-Seller Guide**

## **LAVVEN 供应商-卖方指南**

The sellers/vendors need to either create an account on the store on their own or the admin/store owner can add them and create their account.

卖家/供应商需要自己在商店上创建帐户，或者管理员/商店所有者可以添加他们并创建他们的帐户。

This is a basic Seller guide for the Sellers on your Marketplace. There are certain steps that the seller needs to follow:

这是基本卖家指南。卖方需要遵循某些步骤：

1. Sign up/Login to the Seller Account. 注册/登录卖方帐户。
2. If the Seller has signup then wait for account approval from the Admin. 如果卖家已注册，则等待管理员的帐户批准。
3. Products also need to be approved by the Admin. 产品还需要得到管理员的批准。
4. Once approved, the products will be available on the LAVVEN Store. 一旦获得批准，产品将在 LAVVEN 商店中呈现。
5. The seller needs to add the payment details to which he wishes to receive the order payments. 卖方需要添加他希望收款的明细。
6. The seller can contact the Admin in case of an issue. 如果出现问题，卖方可以联系管理员。

## **STEP 1**

# **Seller Login/Sign up**

## **卖家登录/注册**

The seller/vendor needs to sign up on the store or log in to access the account. 卖家/供应商需要在商店注册或登录才能访问该帐户。

The seller will be provided a URL from the admin, which you can use to signup/login. Or sellers can do it from the link on the admin LAVVEN

store. 卖家将从管理员处获得一个 URL , 您可以使用该 URL 注册/登录。或者卖家也可以通过 admin LAVVEN 商店的链接来完成。

This the signup/login page for the seller. 这是卖家的注册/登录页面。

## STEP 2

# Profile

## 配置

The Profile menu. With my account page, the seller profile page pic, banner image, and all the personal information can be managed

“配置文件” 菜单。通过我的帐户页面，可以管理卖家个人资料页面图片、横幅图像和所有个人信息

Under the “Payment Details” submenu, a seller can add the details of the payment mode by which he wishes to receive his earning from the store owner

在“付款详情”子菜单下，卖家可以添加他希望从店主处获得收入的付款方式详情

The feedback submenu will show all the feedback received by the seller from the customer from the seller profile page

反馈子菜单将显示卖家从卖家档案页面收到的所有客户反馈

### STEP 3

## Seller dashboard

### 商家仪表盘

This is the view of the seller dashboard once the seller has successfully logged in.

这是卖家成功登录后的卖家仪表盘视图。

### STEP 4

## Manage the Invoice

### 管理发票

The seller can have an idea of the products, orders, commission (admin share in the order), etc by just looking at the dashboard.

卖方只需查看仪表盘，即可了解产品、订单、佣金（订单中的管理份额）等。

The Seller can manage the invoice and all the other configuration (if enabled from the admin).

卖方可以管理发票和所有其他配置（如果从管理员启用）。

Here is the screenshot of the invoice configuration that will be sent from the seller to the customer.

以下是将从卖方发送给客户的发票配置的画面截图。

This way seller can manage the invoice.

这样，卖方可以管理发票。

## STEP 5

# Management of Products

## 管理产品

The seller can have an idea of the products, orders, commission (admin share in the order), etc by just looking at the dashboard.

卖方只需查看仪表盘，即可了解产品、订单、佣金（订单中的管理份额）等。

The Seller can manage the invoice and all the other configuration (if enabled from the admin).

卖方可以管理发票和所有其他配置（如果从管理员启用）。

Here is the screenshot of the invoice configuration that will be sent from the seller to the customer.

以下是将从卖方发送给客户的发票配置的画面截图。

Further, from the “bulk edit” option in the above screenshot, the seller can bulk edit the products

此外，通过上述画面截图中的“批量编辑”选项，卖方可以批量编辑产品。

This is the “add product” form. In case you have selected “digital product” to be added then the form will differ as you have to upload



the le and also specify the number of allowed downloads and the expiry days (if any) This way a new product is added.

这是“添加产品”表单。如果您选择了要添加的“数字产品”，则表单将有所不同，因为您必须上载，并指定允许的下载次数和到期日（如果有），这样才能添加新产品。

## STEP 6

# Orders

## 管理订单

A seller can view and can manage all the order from the “orders” menu under order listing:

卖方可以从订单列表下的“订单”菜单查看并管理所有订单：

Moreover, from the order view, the seller can enter the tracking number for the order and can also print the invoice for that particular order.

此外，从订单视图中，卖方可以输入订单的跟踪编号，还可以打印该特定订单的发票。

Under the order menu, the submenu “payment received” , this section shows the payment due and the total payment received by the seller.

在订单菜单下的子菜单“收到的付款”下，本节显示了到期付款和卖方收到的总付款。

Orders > Payment Received: A list of all the payments received by the seller with payment status:

订单>收到的付款：卖方收到的所有付款的列表，付款状态：

## **PART C**

### **AGREEMENT OF LAVVEN SELLER SERVICE**

#### 会员服务协议书

双方本着自愿、公平的原则，根据相关法律法规，经协商壹致，就会员入会后双方的权利义务等有关事宜，达成如下协议，以资共同信守执行。

Based on the principle of voluntariness and fairness, in accordance with relevant laws and regulations and through negotiation, both parties have reached the following agreement on the rights and obligations of both parties after membership, so as to abide by and implement it jointly.

一、会员在签订本协议之前，已经充分知悉 LAVVEN 的收费标准和服务内容等，对于 LAVVEN 的基本情况乙方已清楚无异议。

Before signing this agreement, members have been fully aware of LAVVEN's charging standards and service contents, and Party B has clear and no objection to the basic information of LAVVEN.

## 二、LAVVEN 服务费用及支付方式:

### II LAVVEN service fee and payment method

LAVVEN 收取人民币 5,000 元/年作为共创社年费，获得自身原创及授权产品在 LAVVEN 全球购平台上展示及销售及一次新媒体的品牌发布，并获得《形而上下》创新思维和设计方法论的完整版收听权；展示露出的推广内容需经过 LAVVEN 平台审核方能发布；

LAVVEN charge RMB 5,000/ year as the annual social fee for co-creation, obtain the opportunity to display and sell their original products on the global purchasing platform of LAVVEN and reveal a brand advertisement of LAVVEN' s media once, and obtain the complete listening right of innovative thinking and design methodology of metaphysical; Any content to be displayed can only be released after LAVVEN review.

成功注册成功之后，会员可免费上架 10 件产品进行全球展示（中英文），后续费用为 50 元 / 件，目前平台不收取交易佣金，创造更多空间给买卖双方自由交易

After the successful registration of members, can list 10 product for exhibition on LAVVEN bilingually, to continue listing LAVVEN will charge ¥ 50 RMB per unit, and LAVVEN does not take any trading commission, buyers and sellers to trade freely so far.

会员上架产品必须为原创者或一级委托销售的产品，若发现上架二手买卖、侵权仿制或未经原创者授权产品在 LAVVEN 平台销售，即视为违约，违约会员承担一切法律责任和赔偿。

Products to be exhibited on LAVVEN must be original creator or first-level entrusted products distributor. Any second-hand buy, imitation or unauthorized products are found to be sold on the LAVVEN, is illegal and members should be able to bear all legal liabilities and compensation.

请乙方将款项汇至以下账户:

Please remit the money to the following account:

名称:大可之禺(广州)科技有限公司

Name: Dake Zhiyu (Guangzhou) Technology Co., Ltd

纳税人识别号:91440101MA5AWT4714

Taxpayer identification number: 91440101MA5AWT4714 开户行:中国工商银行股份有限公司广州南国支行

Bank of deposit: Guangzhou Nanguo sub branch of industrial and Commercial Bank of China

账号: 3602817809200283651

account number: 3602817809200283651

三、 LAVVEN 在为会员提供额外收费项目服务时，双方另行签定相关协议，具体约定双方的合作方式、费用承担及其它权利义务。

III When LAVVEN provides additional charging services for its members, both parties shall sign relevant agreements separately to specify the cooperation mode, cost bearing and other rights and obligations of both parties.

#### 四、 违约责任

##### IV Liability for breach of contract

本协议签订后，任何情况下乙方已交服务费不予退还。

After the signing of this agreement, the service fee paid by members will not be refunded under any circumstances.

双方方在协议期间，必须遵守中华人民共和国法律，不得从事 违法乱纪经营，否则 LAVVEN 有权向有关部门进行举报，同时 LAVVEN 有权解除本协议。

During the term of the agreement, both parties must abide by the laws of the people's Republic of China and shall not engage in illegal operations. Otherwise, LAVVEN has the right to report to relevant departments, and LAVVEN has the right to terminate this agreement.

#### 五、 争议解决

##### V Dispute resolution

本协议履行过程中发生争议，双方协商解决，协商不成的，由 LAVVEN 所在地有管辖权的人民法院管辖。

Any dispute arising from the performance of this Agreement shall be settled by both parties through negotiation. If the negotiation fails, it

shall be under the jurisdiction of the people's court with jurisdiction in the place where LAVVEN is located.

六、 未尽事宜，双方协商可另行签订补充协议，补充协议与本协议具有同等的法律效力。

VI For matters not covered herein, both parties may sign a supplementary agreement through negotiation, which has the same legal effect as this agreement.

七、 本协议壹式两份，甲乙双方各执壹份，自双方或授权代表签字盖章且甲方收到服务费后起生效。

VII This agreement is made in duplicate, with each party holding one copy. It shall come into force after both parties or authorized representatives sign and seal and Party A receives the service fee.