

<b>Visit the product page</b>	<b>To place an order in the gomez.pl online shop, select the product page from the offer of the gomez.pl online store.</b>
<b>Add to the Shopping Cart</b>	While you are on the page of the selected item that you wish to buy, click the <b>Shopping Cart</b> button. If the product is available, it will be added to the Shopping Cart (a notification will appear saying that the product was added to the Shopping Cart.) If the product is not available (or not available in the quantity selected by the Customer), the product will not be added to the bag (or will not be added in the amount selected by the Customer) and a notification will appear saying that the product is unavailable or unavailable in the amount selected by the Customer (or a similar notification).
<b>Continue shopping</b>	If you wish to continue shopping (i.e. add another product to your Shopping Cart), click the <b>Add to Basket</b> button on the next product page to add the product to your Shopping Cart. Continue until you have all the products you wish to buy in your Shopping Cart.
<b>Shopping Cart content and its change</b>	<p>To see the contents of your Shopping Cart, click on the <b>Shopping Cart</b> button in the upper right-hand corner. Products that are currently in your Shopping Cart will be displayed (along with their quantity, price and Gomez Club discount if you are a Member).</p> <p>You may change the contents of the Shopping Cart in the following ways:</p> <ul style="list-style-type: none"> <li>• if you want to remove a product from the bag, click the <b>Delete</b> button next to the product you selected.</li> <li>• if you want to change the quantity of a product in the Shopping Cart, click on the appropriate decreasing or increasing buttons next to the product you selected, and then click the <b>Recalculate</b> button to make the change.</li> </ul> <p>A notification will appear informing you that the Shopping Cart has been updated and the current content of the Shopping Cart will be displayed.</p> <p>If the product is not available (or is not available in the quantity selected by the Customer), the product will not be added to the Bag (or will not be added in the quantity selected by the Customer) and a notification will appear informing you that the product is not available or available in the quantity selected by the Customer (or a similar notification).</p>
<b>Commencement of the order</b>	<p>If your Shopping Cart is complete, go to it by clicking the <b>Shopping Cart</b> button in the top right-hand corner. The contents of the Bag should be displayed.</p> <p>If you have a promotion code/discount/voucher and wish to use it for a particular order, enter the code here and click the <b>Enter code</b> button. If the code is valid and can be used for the purchase (as a result of the regulations of using each of the code/voucher, the discount will be charged (the amount of the price reduction resulting from the use of the code / voucher is indicated). If the code is incorrect, this information will be displayed.</p> <p>At the bottom of the page, click the <b>Next Step</b> button to start placing an order containing the Bag content (i.e. products shown in the Shopping Cart).</p> <p>If you have not yet signed in to your Customer Account, you can do so now (enter your e-mail address and password and click "<b>Log in</b>"). If you do not have a Customer Account yet, you can now sign up using the <b>Create an Account</b> button. However, having a Customer Account is not necessary to place an order on <b>gomez.pl</b> online shop - in this case, select <b>Continue as Guest</b> on the page that appears.</p> <p>You will be taken to the next step of placing an order (<b>Payment Method &amp; Delivery</b>).</p>
<b>Payment Method &amp; Delivery</b>	<p>In this step, choose the payment method and the delivery of the order (available for your order, payment methods and delivery options are shown in this step, and you can find them <a href="#">here</a>).</p> <p>In this step, you'll need to provide your personal data in order to complete your order:</p> <ul style="list-style-type: none"> <li>• name and surname, postal address (street, house/flat number, city, postcode, country), email address and telephone number,</li> <li>• in the case of an entrepreneur, the company and VAT Number/Tax Identification Number,</li> <li>• if you want the order to be delivered to a <b>different address</b>, select the adequate option and</li> </ul>

provide details of the addressee for the delivery of the order: name and surname, postal address (street, house/flat number, city, postcode, country) and telephone number.

Providing the above personal data is voluntary, however failure to do so makes the placement of the order impossible (and not providing the different delivery address makes the delivery of the order to the address impossible).

In the case of logging in to the Customer Account, you may automatically complete the form with the data provided beforehand (within the Customer Account or in the past orders placed via the Customer Account) - by using the **Download address from** button and/or **Download contact from** and selecting the appropriate data.

Also, in this step, you may write your comments concerning the order.

In this step you must also indicate whether you have read and accepted the gomez.pl online shop Terms and Conditions and make appropriate statements about the required approvals for the processing of your personal data. Submission of the statement of acquaintance and acceptance of the **Terms and Conditions** is voluntary, however, failure to submit such a statement makes it impossible to place an order. Privacy policy, which regulates details of personal information processing and consent to their processing, is available [here](#).

In order to place the order (**Order Summary**) click the **Next Step** button at the bottom of the page.

#### Order Summary

This step will show a summary of your order, including: the products included in the order, their price (with tax), the total price to pay, your personal details and delivery details, information about the delivery method (and its cost), method of payment (and its cost), the date of payment, and other information required for the distance contract.

Make sure the displayed data in the order is correct.

#### Order with obligation to pay

If the displayed order details are correct, you may place the order. During the step **Order Summary** click the option **Order with obligation to pay** (or similar) at the bottom of the page.

Clicking on the **Order with obligation to pay** (or similar) button will place the order displayed in the Order Summary, which entails the obligation to pay the amount indicated in the Order Summary (i.e. the distance contract for the sale of the products covered by the order under the conditions set out in the Order Summary and Terms and Conditions), subjects to the exception are specified below.

The information about the order will be displayed and a confirmation of the order will be sent to the email address provided by the Customer.

**However, if you choose to pay for your order using an external payment platform of electronic payment providers (pre-payment), in order to place the order successfully you must pay for the order in this place.**

The payment procedure will start automatically or by pressing the button initiating the payment process, available on the page including the information about the order placement – you ought to follow the instructions of the appropriate electronic payment provider and **make payment for the order**.

#### Now your order has been placed!

If you choose to pay for the goods at the time of receipt (cash on delivery), the payment for the order must be made to the carrier at the delivery of the package.

#### Exception

**Note:** If you select the payment method using external payment platforms of electronic payment providers (i.e. other than cash on delivery method), payment for the order can only be made immediately after the order has been placed (the redirection to the external payment platform of electronic payment providers is made only from the page that informs you about placing an order and appears after clicking the **Order with obligation to pay** button (or similar) in the **Order Summary** step).

If the Customer does not pay for the order immediately after placing the order, the order is automatically cancelled by the system (the order is not effectively placed). In order to make a purchase, you must re-place your order, and if you choose one of the above payment methods, you must also pay for the order immediately after it has been placed.

Detailed practical information is available [here](#).

**Privacy Policy  
(personal data)**

Information about the processing of personal data by Gomez is specified in [Privacy Policy](#).

**GOMEZ Spółka Akcyjna** (GOMEZ Joint stock company)

**2 Tomasz Drobnika St. in Poznan (postcode: 60-693), Poland**

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