

## order assistance

For people outside Holland who want to order their ROOMforthought-booklet we have found the following solution:

When you place the order you can fill in your own name but the address you have to use is ours:

p/a Studio ROOM  
Adriaan Dortsmanplein 3  
1411 RC Naarden

Here at our office we collect all our foreign deliveries before we will ship them to you (10€ shipping costs).

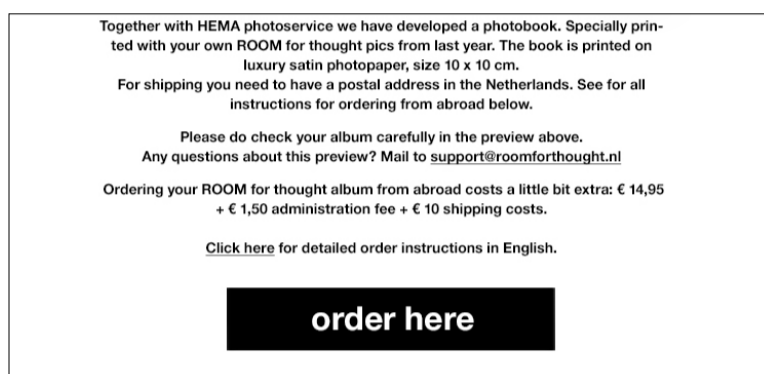
Because the HEMAorderingsite is in Dutch we've made an instruction.

Please let us know if things are still not clear.  
(support@roomforthought.nl)

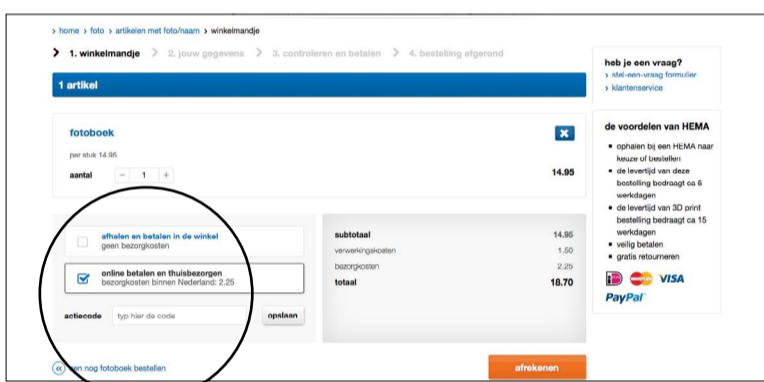
1. You received a preview link of your album.  
Check your album before ordering.  
press preview



2. When you are a 100% sure press 'order here'



3. Now you will see the HEMA screen.  
Choose the second option: 'online betalen en thuisbezorgen' (online payment en home delivery)  
Press 'afrekenen' (payment).



4. You are a new customer of the HEMA service. You have to make an account. Press 'ik ben nieuw bij Hema.nl' (make an Hema account)



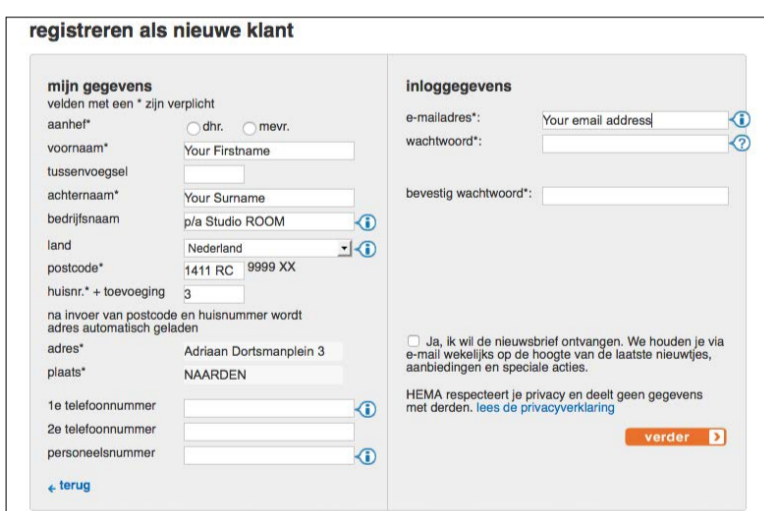
5. Create your account and fill in your personal details.

Here you fill in your own name **but the address you have to use is ours:**

bedrijfsnaam: p/a Studio ROOM  
land: Nederland  
postcode: 1411 RC  
huisnr: 3

after the input above this address will show automatically in the form:  
Adriaan Dortsmanplein 3  
Naarden

'Wachtwoord' means Password (create new password)  
'Bevestig Wachtwoord' (confirm password)



6. After that you get a payment screen with all the international cards and options.

7. The extra costs involved are € 10. For now you have to transfer this amount in a separate payment to:

PicYourMoment B.V.  
Amsterdam / The Netherlands  
IBAN: NL22RABO0142146757  
BIC RABONL2U

You can also use PayPal to transfer the funds using 'info@roomforthought.nl' as the receiver

8. Pls forward us your HEMA confirmationmail together with your postal address where we can send the booklet to.

The mailaddress to use is: support@roomforthought.nl

You will receive a 2nd email from HEMA when your booklet is produced and shipped to our office. After we've received the extra payment of 10€ we will forward your booklet within a week. Make sure that all your shipping info is known to us.