

# Request promo

A page to create a promotional material order.

- [Request promo](#)

# Request promo

*This page can only be accessed by users with proper permissions.*

On this page, users can create promotional material orders for themselves or other users.

The screenshot displays the 'Request promo' interface. At the top, there is a header bar with a 'Request promo' button and a menu icon. Below the header, the main content area is divided into several sections. On the left, there is a search bar and a 'Request promo' section. The central area features a grid of product cards, each with an image, a product ID, a name, a category, a quantity input field, and an 'Add' button. The products include USB keys, a mug, a mouse pad, a pen, and a bag. On the right, there is a 'Cart' section with a 'Request promo' button. The interface is clean and modern, with a light gray background and white product cards.

**Request promo**

SEARCH

SHOP TAGS  
Promotional > Giveaways

PEA.0000001.000  
**USB-KEY**  
Promotional > Giveaways  
QUANTITY  
1,00 **Add**

POT.0000038.000  
**MUG**  
Promotional > Giveaways  
QUANTITY  
1,00 **Add**

POT.0000039.000  
**MOUSE-PAD-DEWESOFT**  
Promotional > Giveaways  
QUANTITY  
1,00 **Add**

POT.0000040.000  
**PEN**  
Promotional > Giveaways  
QUANTITY  
1,00 **Add**

PGP.0000041.000  
**BAG**  
Promotional > Giveaways

PGP.0000042.000  
**BAG**  
Promotional > Giveaways  
QUANTITY  
1,00 **Add**

**Cart**  
Add some items on the left  
SELECT REQUESTER  
WRITEOFF TO (CHOOSE PROMO OUT IF NO PARTNER):  
**Request promo**

To add items to the order, click the **"Add"** button next to the product, the items and their quantity will be displayed in the cart where you can also change their quantity.

Request promo

SEARCH

SHOP TAGS

600 x 450

PCT.0001725.000  
POLO-SHIRT-D7-M  
Promotional > Apparel

QUANTITY

1,00

Add

In cart

1

600 x 450

PCT.0001726.000  
POLO-SHIRT-D7-L  
Promotional > Apparel

QUANTITY

1,00

Add

600 x 450

PCT.0001727.000  
POLO-SHIRT-D7-XL  
Promotional > Apparel

QUANTITY

1,00

Add

Cart

PCT.0001725.000  
POLO-SHIRT-D7-M

1 x

SELECT REQUESTER

Nejc Frece Žohar,  
nejc.frece.zohar@dewesoft.com

x

WRITEOFF TO (CHOOSE PROMO OUT IF NO PARTNER):

RESELLING PROMO MATERIAL

x

Request promo

Once all desired items are in the cart, select the requester user and the proper promo warehouse. Once all that is selected, clicking the **"Request promo"** button will create a promo order, that will then get processed in the warehouse.