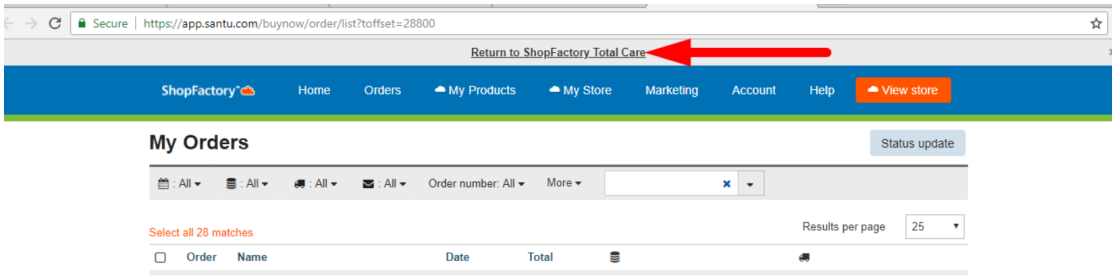
EN-Automatically display the Delivery/Shipping Address Form at the checkout page

Elenor A. - 2021-12-08 - Shipping and Taxes

To enable the Shipping Form to show by default without having your customers manually tick the "Deliver to a different address" checkbox, you must enable this option at the Settings page in your Total Care account:

- Click -> ShopFactory Cloud -> MY ORDERS to connect to the SF Cloud interface

- Click -> Return to ShopFactory Total Care link



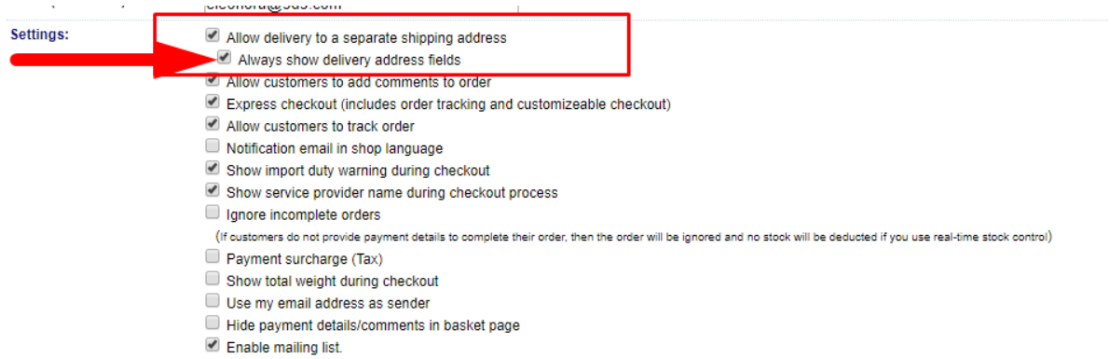
- You will be redirected to SF Total Care interface

- Click on SETTINGS -> ACCOUNT SETTINGS

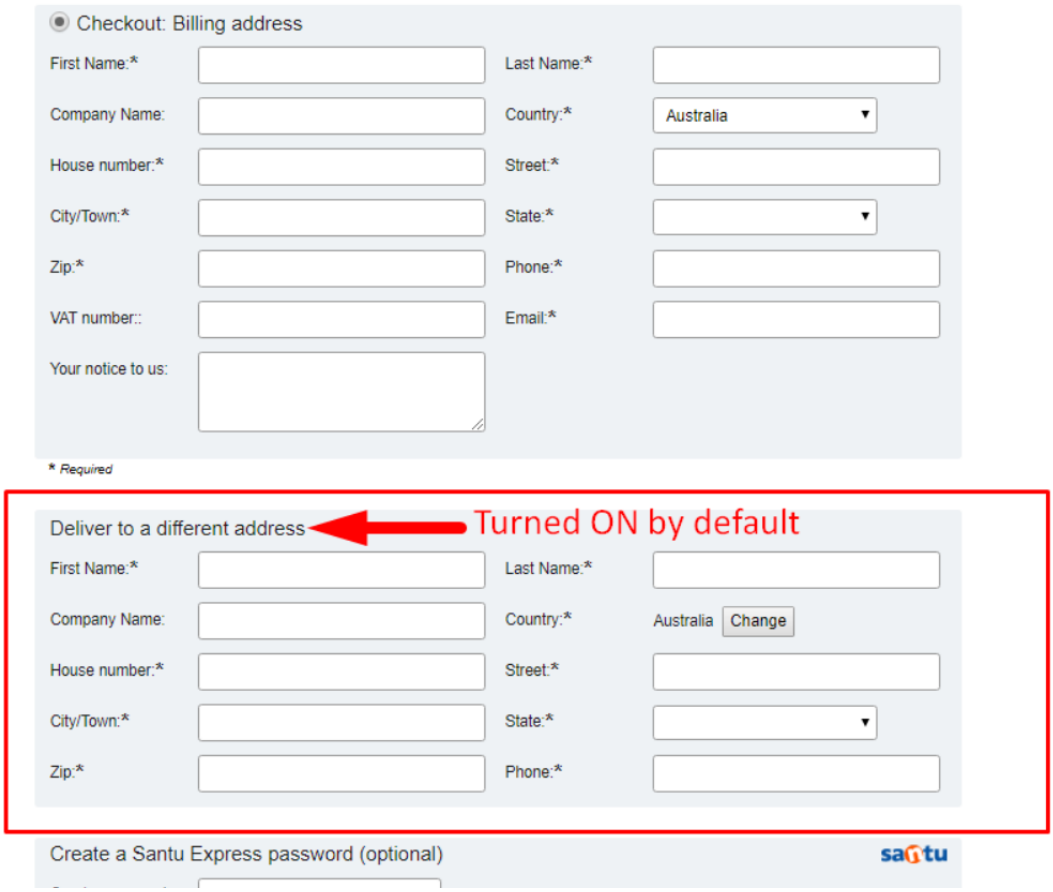
- Scroll down to the **Settings** section and tick "**Always show delivery address fields**"

- ("*Allow delivery to a separate shipping address*" must also be ticked)

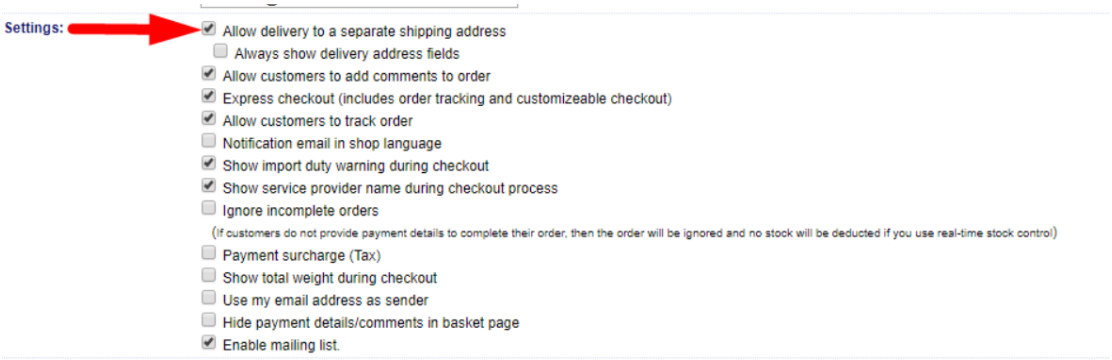
- Click SUBMIT to save the changes in the database

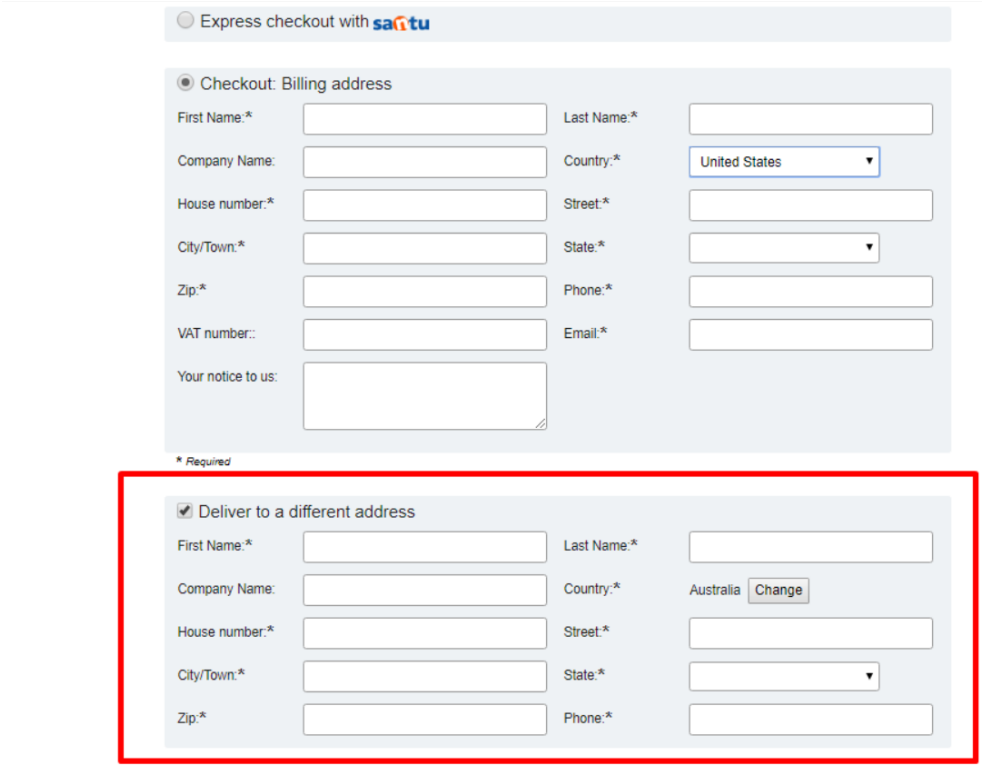


Checkout page now shows the shipping form by default:

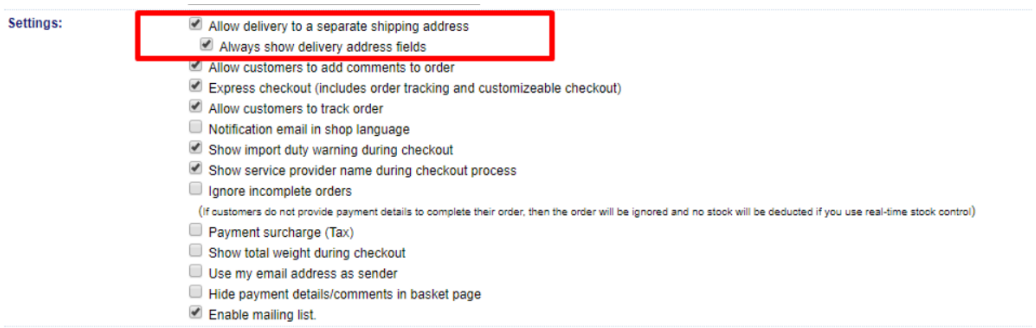


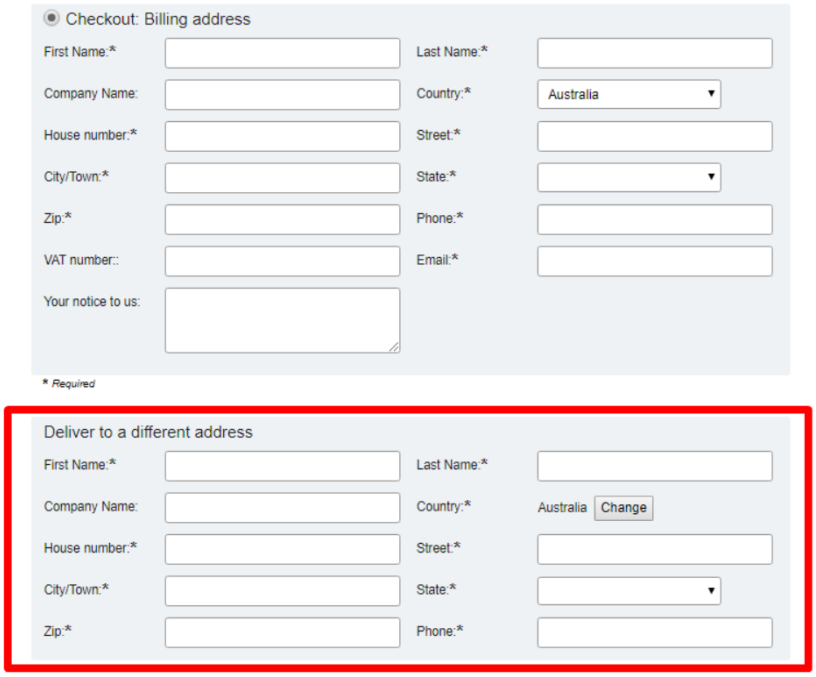
CASE 1: GC Account Settings – only "*Allow delivery to a separate shipping address*" is ticked
This means that the "Deliver to a different address" form can be activated/ticked – or is activated as soon as you change the billing country in checkout page 1





CASE 2: GC Account Settings – Both "*Allow delivery to a separate shipping address*" AND "*Always show delivery address fields*" are ticked
This means that the "Deliver to a different address" form is automatically enabled when you get to page 1 checkout – the shipping form CANNOT be disabled.





CASE 3: GC Account Settings – Both "*Allow delivery to a separate shipping address*" AND "*Always show delivery address fields*" are unticked
This means that only the BILLING form will be enabled on Checkout Page 1.

