

Your first week with Optivate

A fixed, guided onboarding of five working days. Not plug-and-play: we connect your own systems. Live within a week; there's some manual work at the start, and we help you with it.

Start date _____

What we need from you

About 2–3 hours in total for your team. We do the rest.

☐ **Access to Shopify (through the Optivate app) and your ad accounts**
And your accounting, if you connect it.

☐ **Your cost prices, or where they are**

☐ **Lead times per supplier**
For Stock & purchasing.

☐ **Go through your brand voice once**
For Content & translation.

☐ **One person who approves**
Who approves? _____

Your first week

Five working days, then 30 days of extra attention.

☐ **Day 1** **Kick-off**
A 45-minute kick-off. You give us access using this checklist.

☐ **Days 2–3** **Connect and check**
We connect everything, import your data and check your cost prices and numbers against Shopify.

☐ **Day 4** **Your brand voice**
We capture your brand voice. You approve the first output.

☐ **Day 5** **Live**
Live, with your first morning overview.

☐ **After that** **30 days of extra attention**
For the first 30 days, we keep an extra close eye on things.

Guided onboarding included, no setup fee

Standard connections included, others on request

Nothing goes live without your approval