



ENLIST A HELPER

ADD A STORE MANAGER

INTRO

SquadLocker makes it easy to enlist others to help you run your store. Enlist a helper as a store manager & they get access to: free logo and art services, products and merchandise, and promoting your new store.

Don't run your store alone. Learn about how to add a store manager below.

1 ENLIST A HELPER

1. Log into your SquadLocker dashboard here:
<https://teamlocker.squadlocker.com/dashboard/stores>
2. Find your store and click on the **"Edit"** button
3. Select **"Store Managers"** on the left menu
4. Enter store manager email, then click **ADD**

Your new manager will be notified and granted access to make changes

PRO TIP:

Before adding a manager make sure that they have created a SquadLocker account so they can be granted access to your store. You can do so by inviting them to create an account

1

LOG IN TO THE DASHBOARD

Email Address

Password

[FORGOT YOUR PASSWORD?](#)

LOG IN

OR

LOGIN WITH FACEBOOK

2

Grey Team 1 (Test Store)

EDIT

VIEW

✓ Store Launched!

Share your store or enter your team's email addresses and SquadLocker will announce and send reminders for your store.

SHARE YOUR STORE

EDIT EMAIL LIST

Your store is now open 24/7/365

Orders ship individually 6 to 12 business days after they are placed, tracking information is emailed upon shipment

VIEW ORDER HISTORY

3

STORE MANAGERS

ADD MANAGER

4

Store manager email

ADD

If you have any questions along the way, you can use the green chat bubble at the bottom of the screen to chat with our Customer Onboarding Team during business hours!

They can help with store questions, artwork, and sharing tools.

During off hours, please click the Contact Us button to get in touch over email.

CONTACT US