ZALORA

Product Upload
New UI

Feb 2025

A Manual Product Upload

- ❏ Product Information
- ❏ Additional Product Details
- ❏ Group
- ❏ Product Price and Size
- ❏ Image

B Bulk Product Upload

- ❏ Download Templates
- ❏ Template Filling
- ❏ Save Template
- ❏ Import Template
- ❏ Image

ZALORA

Single Product Upload

Steps to Upload a Single Product in Seller Center

Mandatory & Non-editable Fields	**Mandatory & Editable Fields**	
- Sub Cat Type - Brand - Gender - Size System (for reference please refer to <u>this table</u> for "allowed" size system + size combination) - Size - Shipment Type	- Name (Product Name) - SKU Supplier Config - Seller SKU - Price - Product Description - Packaging size and weight - PrimaryCategory - Browse Nodes	- Color - ColorFamily - Price - Variation (Size) - Material - Description - CareLabel - Measurements

When uploading a product in Seller Center, it is crucial to fill in all required fields with accurate and complete information.
- Make sure every mandatory field (marked with an asterisk * or highlighted in the template) is completed.
- Double-check that all information entered is correct and matches the actual product details.
- Once submitted, some fields (like SKU, category, and brand) cannot be changed later.
- Incorrect or missing information in required fields will result in the product being rejected during the review process.
- Carefully review all entries before clicking "Save" or "Submit."
- If you are using a CSV template for bulk upload, ensure all required columns are filled for each product.

☐ Fill all required fields with the correct and complete information. Updates to certain fields (like SKU, category, and brand) cannot be made after submission. Leaving any required field blank will result in rejection of your product upload.

Steps to Upload a Single Product in Seller Center

Step 1. *Select the* **Catalog menu** *>* **Add Product** *> fill in the Basic information section.*

☰   **Z SELLER** CENTER

🔍 Search

- 🏠 Home
- 🛍️ **Catalog** ⌄
  - All Products
  - Add Product
  - Manage Images
  - Restricted Brands
  - ZALORA Production Services (ZPS)
- 🛒 Orders ⌄
- 🎁 Promotions ⌄
- 💳 Finance ⌄
- 📊 Reports ⌄
- 📈 Zalora Ads Platform

‹ Products

Add New Product

Save and Copy   Submit

Basic Information
Information regarding the product

Product Name & Brand

Name*
Sportswear Older Kids' T-Shirt

Name of the product. For a better listing quality, the name should consist of the actual product name, item style, edition, and/ or speciality
Example: Floral Off Shoulder Dress

Brand*
Nike   ✕

MANDATORY, NON-EDITABLE - Brand of the product displayed on ZALORA website. Please make sure to input approved brand only.
Example: ZALORA

Fill in your product name. Make sure that the product name reflects the actual product. Do not use abbreviations, product codes, symbols

Enter your product brand and match it with the brand that has been registered with the Zalora Team.

Steps to Upload a Single Product in Seller Center

Step 2. *Select the* **main category** *for your product* > *Click* **"Browse all categories"*
- *You must select up to the deepest category available before clicking* **"Select"**
- *Example: Clothing > Women's Clothing > Dress > Mini Dress*

Make sure to select the category to the deepest sub-category before clicking "Select"
If the seller does not select the category to the deepest category, the Select button will not work.

Steps to Upload a Single Product in Seller Center

Step 2. (Optional) *You can add additional categories for your product to appear in other category segments by clicking* **"Add Browse Nodes"**

- *The categories added to the Browse nodes must be categories that are relevant to your product's main category*
  Example: Main category: **Clothing > Women's Clothing > Dress > Mini Dress**
  Additional categories (browse nodes): **Clothing > Women's Clothing > Dress > Party Dress**

Add New Product

Save and Copy   Submit

Category

Primary Category*

Mini Dress in Pakaian > Pakaian Wanita > Dress > Mini Dress

Recommended Browse Nodes

Party Dress in Pakaian > Pakaian Wanita > Dress > Party Dress

+ Add Browse nodes

The browse node the item should be assigned to. Please consult the Browse Tree Guide for more information and to find the best node for your product. It is very important that you categorize your product correctly; if you don't provide a node, or if you provide an incorrect node, customers may not be able to find your product easily

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Content Score   0% ⓘ

- ⊘ **Basic Information**
- Product Name & Brand
- **Category**
- ⊘ Images
- ⓘ Additional Information
- Main
- No Group Selected
- Additional Product Data
- Description & Measurements
- Earth Edit (Sustainability)

Steps to Upload Product Photo/Images

Step 3. *Upload your product photo*
- *For the Main Image, select a photo that shows the front view of your product, followed by a photo of the side/top/inside of your product*
- *The photo background does not have to be white, make sure the product photo is clearly visible and not covered by your product brand logo/watermark.*

Images

Add up to 8 images of your product

Drag images to change the order.

Main image

| New | New | New | New | New |

Drag and drop files here, or **Browse file**
- Acceptable file extensions: .png, .jpeg, .jpg
- Minimum size 100x100 px.
- Maximum size 5000x5000 px.

Product photos can be uploaded in square or portrait in jpeg format. For maximum results, upload product photos in portrait format with a size of 762 x 1100 px

Steps to Upload Product Photo/Images

- Upload product images in the following order: **Front – Side – Back – Close-up**
- The Main (First) Image must face the front and show the entire product
- Visit The Seller Academy to view ZALORA Image Guidelines

Steps to Upload Product Photo/Images

After uploading your product images, you can rearrange them or click on the **'Edit'** icon to explore some simple editing options:
- **Image Cropping**
- **Image Rotating**

Must comply with **ZALORA guidelines**
Front – Side – Back – Close-up

Icon Edit

Images

Add up to 8 images of your product

Drag images to change the order.

Main image

New   New   New   New

Drag and drop files here, or **Browse Files**
- Acceptable file extensions: .png, .jpeg, .jpg
- Minimum size 100x100 px.
- Maximum size 5000x5000 px.
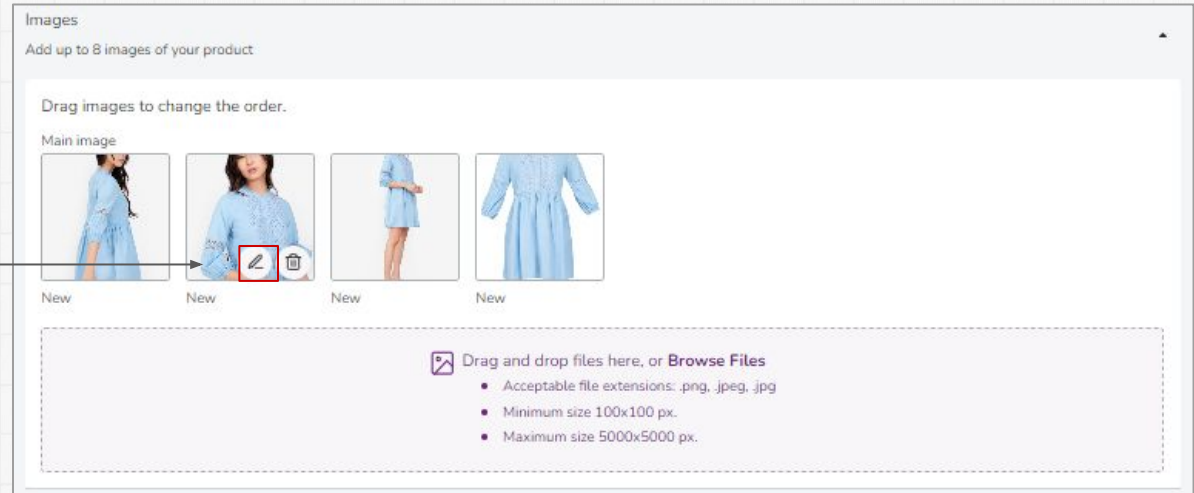
Steps to Upload Product Photo/Images

Cropping Images
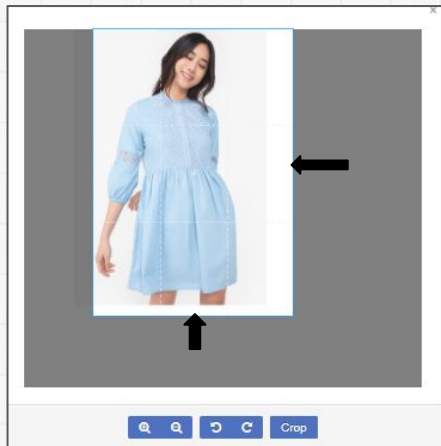
- Image does not meet size requirements
- White spaces at the top and bottom
- The image size do not fit on ZALORA'S required guidelines
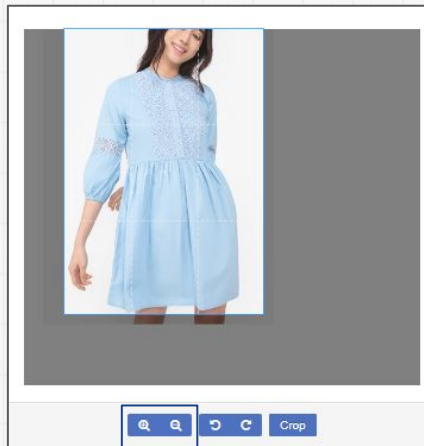
- Sellers can click on icons to zoom in or out and rotate to fit image to required frame
- Image does not meet requirements
- Product displayed with a wrong angle
- Sellers can click on icons rotate image to the left and/or right
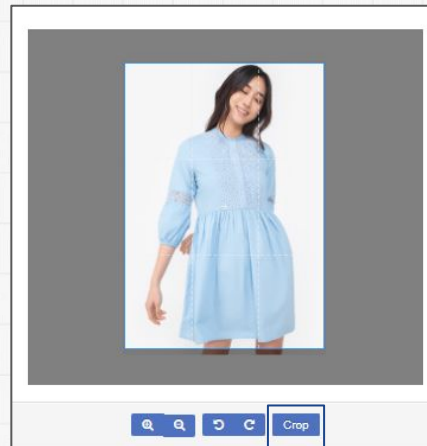
- Once the image fit on the PDV page frame then click "Crop"
- Image is cropped to correct size within ZALORA's required guidelines
- If the image correctly crop the standard size will reflect at the bottom of the frame

Steps to Upload Product Photo/Images

Cropping Images

- Image does not meet requirement
– Product is displayed with a wrong angle
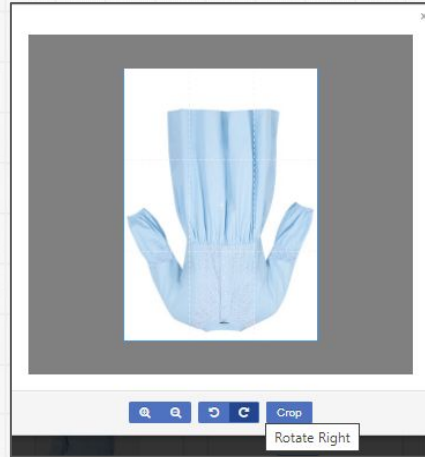
Sellers can click on the rotation icons to rotate the image to the right angle

Image is rotated to the correct angle

Steps to Upload a Single Product in Seller Center

Step 4. Fill in your product details in the Additional Information > Main section.

Check this section if you want your product to be used as a GWP (Gift With Purchase) sample product.

In this section with the MAIN SKU of your product along with color information
1 color = 1 sku config

Product Type (i.e. blouse, t-shirt, skirt, dress, jeans) Select **Sub Cat Type automatically** from the drop down provided

Write the color of your product that you want to display on the website.

Color family is useful for color **filter on Zalora website**. Select the color that matches your product color from the drop down provided.

Add New Product

Save and Copy   Submit

Additional Information
Information regarding the product

Main   Show less ▲

☐ This Product is a Sample
Use this only if the product is a sample in a Free Gift promotion.

SkuSupplierConfig*
Zalora-Mini Dress-Blue   22/255

MANDATORY, NON-EDITABLE - Style Code or supplier SKU. Different Sizes / Variation of this product must have the same SkuSupplierConfig. Max 18 characters/numbers.
Example: THJ01-WHITE

Sub Cat Type
Dresses   ⌄

MANDATORY, NON-EDITABLE - Type of Product. Please refer to the Seller Academy for the list of correct Sub Cat Type based on your selected Primary Category.

Colour
Blue   4/255

Color that is displayed in the ZALORA website. This is the color shown on the product label
Example: Light Blue

Color Family
Blue   ⌄

Color for the color filter on the ZALORA website. Customer uses this to find the product using color filters on website
Example: Blue

Content Score   50% ⓘ

✓ Basic Information

Product Name & Brand

Category

✓ Images

ⓘ **Additional Information**

Main

No Group Selected

Additional Product Data

Description & Measurements

Earth Edit (Sustainability)

Pre-Loved Luxury Product Attributes

Product Group

⊘ Pricing & Sizes

Steps to Upload a Single Product in Seller Center

Sku Supplier Config – Seller SKU – Parent SKU

Example:

Product Name	SkuSupplierConfig	Parent SKU	Seller SKU
Black Top	ABC111-BLK	ABC111-BLK	ABC111-BLK-S
Black Top	ABC111-BLK	ABC111-BLK	ABC111-BLK-M
Black Top	ABC111-BLK	ABC111-BLK	ABC111-BLK-L
Red Top	ABC111-RED	ABC111-RED	ABC111-RED-S
Red Top	ABC111-RED	ABC111-RED	ABC111-RED-M
Red Top	ABC111-RED	ABC111-RED	ABC111-RED-L

Sku Supplier Config : Product Code + Color
Seller SKU : Product Code + Color + Size
Parent SKU : Product Code + Color (same as SkuSuppConfig)

Steps to Upload a Single Product in Seller Center

Product Information > Color Filters

Color Family/Color Filter on Zalora website helps shoppers find the desired color products.

These are the Color Filters displayed on the Zalora Website.
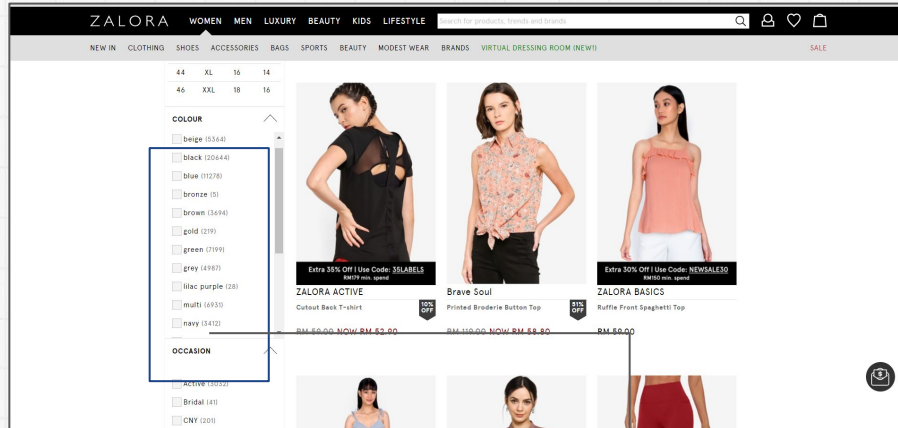
Steps to Upload a Single Product in Seller Center

Step 4. *Fill in your product details in the Additional Information > **Main section.***

(required) The height of your product packaging in **centimeters (cm)**. If your product is packed in a poly mailer or pouches, please fill in **0.1.**

(required) Length of your product packaging in **centimeters (cm)**. If your product is packed in a poly mailer, please fill in **0.1.**

(required) Width of your product packaging in **centimeters (cm)**. If your product is packed in a poly mailer, please fill in **0.1.**

(required) Weight of your product after packaging in **Kilograms (Kg)**

Add New Product

Save and Copy | Submit

Content Score   50% ⓘ

Box Height (cm)

| 10 | 2/10 |

Box height in cm
Example: 10, 20, 30

Box Length (cm)

| 20 | 2/10 |

Box length in cm
Example: 10, 20, 30

Box Width (cm)

| 30 | 2/10 |

Box width in cm
Example: 10, 20, 30

Product Weight (Kg)

| 1 | 1/10 |

Product weight in kilogram (Kg)
Example: 1, 2, 3

- ✓ Basic Information
  - Product Name & Brand
  - Category
- ✓ Images
- ⓘ **Additional Information**
  - **Main**
  - No Group Selected
  - Additional Product Data
  - Description & Measurements
  - Earth Edit (Sustainability)
  - Pre-Loved Luxury Product Attributes
  - Product Group

Steps to Upload a Single Product in Seller Center

Step 5. Fill in your product details in the Additional Information > **Additional Product Data section**.

Select the gender that suits your product through the drop down provided.

(Optional) The material column can be filled with the main material of the product (example: Cotton, Leather, Poly Cotton)

(Optional) The year of the season that has been selected must be selected when the Season column is filled in

(Optional) Season of the product. Must be selected when filling in the product year.

(Optional) Enter the 11 digit video ID from your product's Youtube link (example: https://www.youtube.com/watch?v=Ih7G41KBdD8, input in the column only the last 11 digits, Ih7G41KBdD8)

Add New Product

Save and Copy | Submit

Additional Product Data   Show less ⌃

Gender*

Female ⌄

MANDATORY, NON-EDITABLE - Gender of the product. Please refer to the Seller Academy for the list of correct Gender for the selected Sub Cat Type and Primary Category.
Example: Female, Male

Material

100% cotton

The Product fabric or material information. Displayed on ZALORA website
Example: 100% cotton

Tahun

2024 ⌄

Year of the season. This is Mandatory when Season is indicated on product.
Example: 2018

Season

Spring-Summer ⌄

Season of the product. This is mandatory if Year is filled in. Choose one from Winter, Summer, Spring, Autumn, Spring-Summer, Autumn-Winter, Year Round
Example: Summer

Video Link (YouTube)

Ih7G41KBdD8

To include an instructional video in product images in the website. YouTube video only, only input the video ID
Example: Ih7G41KBdD8

Content Score   15% ⓘ

✓ Basic Information
   Product Name & Brand
   Category

✓ Images

ⓘ **Additional Information**
   Main
   No Group Selected
   Additional Product Data
   Description & Measurements
   Earth Edit (Sustainability)
   Pre-Loved Luxury Product Attributes
   Product Group

ⓘ Pricing & Sizes

Steps to Upload a Single Product in Seller Center

Additional Product Details > Material

CATEGORY	FILLED SECTION		EXAMPLE
Clothing	Composition		Polyblend
			Cotton Blend
Accessories	Material		Metal
			Brass
Shoes	Upper Material		Textiles
	Inner Material		Synthetic
	Sole Material		

For man-made leather products, specify **'Synthetic Leather'.**
For genuine leather products, specify whether it is **'Cowhide', etc.**

Composition

Write Main Ingredients

Add commas for more than 1 ingredient

Capitalize first letter

Do not include colors

Abbreviations

If you curate your products from suppliers, remember to ask them for the product composition/ingredients before filling in this information.

Steps to Upload a Single Product in Seller Center

__Step 5.__ Fill in your product details in the section
Additional Information > Additional Product Data

(Required) Unit size for your product. The product size that will be selected must match the unit size system used.

Example: EU, UK, US, International

(Optional) Fill in the care instructions for your product (example: Machine washable, Hand washable)

(Optional) For women's products. If the product is intended for a certain body shape. Choose ONLY between Maternity Clothes, Mini Size or Plus Size. (example: Maternity, Petite, Plus Size)

Add New Product

Save and Copy | Submit

Size System

International ⌄

Apparel Size system used by brand Sizes of the product must be within range of the chosen Apparel Size System Brand
Example: EU, UK, US, International

Perawatan

Bisa Mesin Cuci ⌄

Care for the Care filter on the ZALORA website. The customer uses this to find the product using color filters on the website
Example: Tak perlu setrika, Dapat Dicuci dengan Mesin, Cuci Kering, etc.

Range Filter

Ukuran Besar ⌄

If product is made for certain range of body type Choose between Maternity, Petite atau Plus Size (women's clothing only)
Example: Maternity, Petite, Plus Size

Content Score   35% ⓘ

⊘ Basic Information

   Product Name & Brand

   Category

⊘ Images

ⓘ Additional Information

   Main

   No Group Selected

   Additional Product Data

   Description & Measurements

   Earth Edit (Sustainability)

Steps to Upload a Single Product in Seller Center

Step 6. Fill in your product details in the Additional Information > **Description & Measurements** section.

A short description of your product

- 3-5 product selling points
- Mention the material, instructions for use (if any), product advantages.
- Can be in the form of bullet points or paragraphs
- Please only include information about the product

For sellers who have **beauty products,** make sure to include the following information in the product description:
- **Product composition**
- **Benefits**
- **How to use**
- **BPOM No.**
- **Expiration date**

For sellers who have electronic products and have a product guarantee from the seller's store, the seller can include information about the guarantee in the product description.

Add New Product

Save and Copy | Submit

Description & Measurements
Show less ▲

Product Description

Normal text ▼ | B _I_ U | ⟨⟩

- Solid tone mini bodycon dress
- Halter neckline
- Slim fit
- Self tie fastening at the neck
- Sleeveless
- Polyblend

Hyphenated unique selling points to describe the product. As per ZALORA guideline, provide at least 3 unique selling points / product descriptions. Displayed on ZALORA website.

Content Score 100% ⓘ

- ⊘ Basic Information
  - Product Name & Brand
  - Category
- ⊘ Images
- ⊘ **Additional Information**
  - Main
  - No Group Selected
  - **Additional Product Data**
  - Description & Measurements
  - Earth Edit (Sustainability)
  - Pre-Loved Luxury Product Attributes

Example of Product Description

Short Description

Description consist of short sentences in points format that highlights the features/details/unique selling point of the product

House rules for Description:

- Descriptions are written in points format.
- Starts with a hyphen '- ' following a space then the context.
- Only heel height are to be stated in the Description instead of Measurement

Example:

- T-shirt with a checked print pocket
- Crew neckline
- Relaxed fit
- Slip-on style
- Short sleeves
- One chest pocket
- Cotton
- Does not come with a warranty card

- Nylon
- Top grab handle (L x W)cm: 21.5 x 2
- Adjustable shoulder strap (L x W)cm: 89-102 x 1-3.3
- Main compartment with drawstring and magnet button fastening
- 1 Inner pocket
- 1 Inner zip pocket
- 1 Front zip pocket
- 2 Side pockets with zip fastening
Lined interior
- SIZE (L x H x W)cm: 21 x 32 x 12
- WEIGHT (g): 720

- Block heel sandals with oversized studs
- Calfskin leather upper
- Goatskin leather insole
- Calfskin leather outsole
- Heel height: 9cm
- Pin buckle fastening
- Does not come with a warranty card

Example of Product Description - Luxury

MATERIAL:
- Case Material: Stainless Steel
- Strap Material: Leather
- Watch Glass: Sapphire

Glass SIZE:42 mm

PRODUCT DETAILS:
- Watch Label: Swiss made
- Gender:Men's
- Case Material:18k Rose Gold and Stainless Steel
- Case Shape:Dodecagonal
- Dial Color:Charcoal Grey
- Movement:Automatic
- Engine:Corum Caliber CO 395, 4Hz, 28,800 vibrations per hour
- Power Reserve:42-hour power reserve
- Number of Jewels:27 Jewels
- Crystal Material:Sapphire - Anti-reflective
- Case Diameter:42.0 mm
- Case Thickness:9.5 mm
- Bezel Material:18k rose gold
- Bezel Function:Fixed
- Water Resistance:50m / 165ft
- Crown Material:18k Rose Gold, Screw-down
- Calendar:Automatic Date at the 3 o'clock position
- Strap Material:Brown crocodile strap with beige stitching
- Clasp Material:Triple Folding Clasp

PACKAGING DETAILS:
1*Watch, 1*Watch Box, 1*Warranty Card, 1*Care Book

WARRANTY:
2 Years Warranty

RETURN/EXCHANGE:
Only within 7 days. Returns must be unworn, unwashed, undamaged, unused, with the store tag attached. Returns will only be accepted if the product is returned in its original condition with all provided boxes / dust bags. Exchanges are subjected to stock availability.

- Medusa Biggie necklace
- Made in Italy

Highlights
- gold-tone
- metal
- gold-tone hardware
- curb chain
- Medusa plaque detail
- lobster claw fastening

Composition
- Metal

Product measurements

- Width:0.7 Cm
- Length When Open:70 Cm
- Pendant Length:6.4 Cm
- Pendant Width:4.9 Cm

Example of Product Description - Beauty

- Marine floral fragrance
- Fragrance Top Notes: Salt
- Fragrance Heart Notes: Meringue
- Fragrance Base Notes: Lily
- Olfactive Family: Floral
- Long-lasting fragrance
- Elegant packaging
- Eau de Parfum 100 ml

- A comforting, soft second skin like powder foundation
- Performs like a fluid foundation that leaves a natural satin finish
- Offers flexible buildable coverage while its texture remains light-as-air
- Infused with the brand's potent miracle Broth™ compound to soothe & revitalize skin
- Enriched with transformative sea ferments, antioxidants & SPF 30
- Helps plump, soften & protect skin against environmental aggressors
- Skin remains flawless and non-caking throughout the day
- Available in a range of shades for matching

- Weight: 935g
- Cable Length: 2.72m
- Wattage: 1,600W
- Height: 60mm
- Length: 330mm
- Width: 41mm
- Negative Ions: Negative ions help reduce static
- Air Flow: 11.9 l/s
- Power/Heat Setting:
- 2 modes with 3 heat, 3 speed
- Intelligent heat control regulates airflow temperature 30 times a second
- Voltage: 220V – 240V
- Two Styling Modes: Wet to dry and Dry mode
- High-definition LCD color display for live info
- Senses when hair is between the machine's arms and controls the airflow automatically
- Sliding lock feature to lock and unlock the arms of the machine
- Auto pause after three seconds of inactivity

Steps to Upload a Single Product in Seller Center

<u>**Step 6.**</u> Fill in your product details in the Additional Information > **Description & Measurements** section.

Fill this section with **care instructions** for your product. Customize it according to your product type.

Example:
- machine washable
- do not bleach
- do not dry clean

(Required for Fashion category) Fill in the size guide for your product.

Add New Product

Save and Copy   Submit

Care Label

[formatting toolbar]

- Machine wash / hand wash / dry-clean
- Washing temperature (hot / warm / cold)
- Washing machine programme (delicate / permanent press / normal cycle)

Enter information about the care of the product, provided by the manufacturer. As per ZALORA guideline. Displayed on ZALORA website

Example: Wash separately in mild detergent Do not soak Do not bleach Do not tumble dry Flat dry Cool iron on reverse

Measurements

[formatting toolbar]

Ukuran Produk

S = Bust 71-96 cm Waist 60-82 cm Hips 74-98 cm Length 78 cm

M = Bust 75-100 cm Waist 62-86 cm Hips 77-102 cm Length 80 cm

L = Bust 78-104 cm Waist 67-92 cm Hips 78-104 cm Length 82 cm

Content Score   100% ⓘ

- ✓ Basic Information
  - Product Name & Brand
  - Category
- ✓ Images
- ✓ **Additional Information**
  - Main
  - No Group Selected
  - Additional Product Data
  - Description & Measurements
  - Earth Edit (Sustainability)
  - Pre-Loved Luxury Product Attributes
  - Product Group
- ⓘ Pricing & Sizes

Steps to Upload a Single Product in Seller Center

Additional Product Details > Size Details
(Clothing)

Tops/Dresses
Chest x Length (Required)
Additional measurements are recommended

Example:
Chest x Length x Waist
Size S: 91cmx82cmx94cm
Size M: 94cm x 84cm x 98cm
Size L: 98cmx86cmx102cm

Subordinate
Waist x Length (Required)
Additional measurements are recommended

Example:
Waist circumference x Length x Hips
Size S: 66cm x 75cm x 98cm
Size M: 70cmx76cmx100cm
Size L: 74cmx77cmx102cm

Steps to Upload a Single Product in Seller Center

Additional Product Details > **Size Details**
(Accessories)

- Front width x Height
- 5cm x 3cm
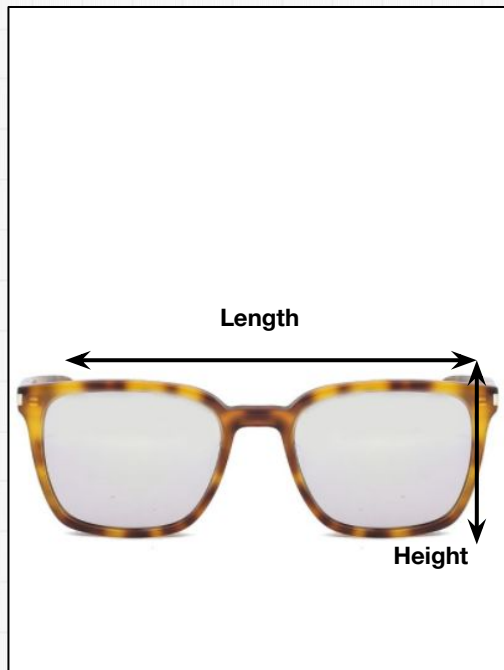
- Frame height x Length
- 4cm x 8cm

- Length x Height x Width
- 55cm x 23cm x 10cm

Steps to Upload a Single Product in Seller Center

Step 6. Fill in your product details in the Additional Information > **Description & Measurements** section.

(optional) Fill in the clothing size worn by the model in your product image

(optional) Fill in the model's body size information if your product uses an image with a model. Especially for clothing products. Example: Height 160 cm, chest circumference 70 cm, waist circumference 61 cm, etc.

Add New Product

Save and Copy   Submit

Content Score   100% ⓘ

Size of model's garment

UK 8   4/255

Size of the garment the model is wearing Displayed on ZALORA website
Example: UK 8

Model's Body Measurements

Height: 178cm, Fits UK6   23/255

Model's body measurements relevant to the product Displayed on ZALORA website
Example: Height: 178cm, Fits UK6

- ✓ Basic Information
  - Product Name & Brand
  - Category
- ✓ Images
- ✓ Additional Information
  - Main

Steps to Upload a Single Product in Seller Center

Step 7. (**Optional**) Fill in your product details in the Additional Information > **Earth Edit (Sustainability)** section.

If your product is made from environmentally friendly materials, you can add the Earth Edit tag to your product.

Open the drop down earth edit tag. You can adjust the options to your product.

From the Earth Edit tag options, you can describe in more detail the criteria for your product's Earth Edit tag.

Provide supporting links as proof of your claims (links to product pages, third-party certification websites, certification documents, etc.)

Add New Product   Save and Copy   Submit

Content Score   100% ⓘ

Earth Edit (Sustainability)   Show less ▲

Earth Edit Tag

Sustainable Materials   ⌄

Select one from the dropdown below

Earth Edit Criteria

Sustainable Materials - More than 50% of linen   ⌄

Select one from the dropdown below

Link to Proof

                                                   0/255

Please provide the supporting link as a proof to your sustainability claim (a link to product page, third party certification website, certification documents, etc.)

✓ Basic Information
    Product Name & Brand
    Category
✓ Images
✓ **Additional Information**
    Main
    No Group Selected
    Additional Product Data
    Description & Measurements
    Earth Edit (Sustainability)

Home > Wanita > Pakaian > Dress > Mini Dress > Party Dress

EARTH EDIT

Earth Edit logo display on Zalora website
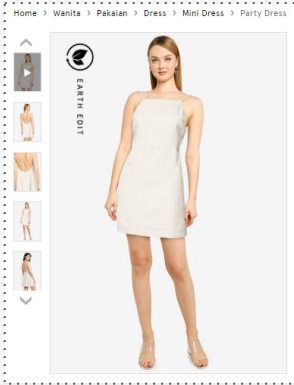
Steps to Upload a Single Product in Seller Center

Step 8. (**Optional)** Fill in your product details in the Additional Information > **Pre-Loved Luxury Product Attributes** section.

If your product is included in the **Pre-Loved luxury** product category, you must add a **condition** tag to your product.

Open the **Condition** tag drop down. You can customize the options to suit the condition of your pre-loved product.

Add New Product

Save and Copy

Submit

Pre-Loved Luxury Product Attributes   Show less ▲

Condition (Only for Pre-Loved Items)

Please select   ⌃

Please select

Brand New

Fair

Good

Very Good

Content Score   100% ⓘ

✓ Basic Information

   Product Name & Brand

   Category

✓ Images

✓ Additional Information

   Main

   No Group Selected

   Additional Product Data

   Description & Measurements

Product Grouping

Grouping different color variations of the same product design is one point that can help increase sales because customers can:

- Choose from a larger variety
- there is a higher probability of purchase by customers
- Find alternatives easily
- customers can purchase other available colors if their first choice is out of stock

🏷️ Best Price

Trendyol VIP

4.4 ⭐⭐⭐⭐⭐ 168

Knee Length Strap Dress

🏷️ Best Price Guaranteed ⟩

🎟️ **Php 520.45**

Php 1,040.90 ~~Php 1,849.00~~ **-72%**

🎟️ **BEST DEAL** **50% off**

50GOLDEN | Min. spend Php2,995.00. Valid till 28.04.2025   T&C

+6 more
View all

Variations Black

Size 🥯 Size Guide

EU   International   UK   US

Other **variations** are displayed under the product if you use the grouping feature.

Steps to Upload a Single Product in Seller Center

(**Optional**) Fill in your product details in the Additional Information > **Product Group section.**

In the Group column, enter the group name with the product name that has similarities (1 parent sku).

If you have chosen a group name, products that have the same group name will automatically appear in your product group list.

Add New Product

Save and Copy   Submit

Product Group
Add a group to your products

Groups

🔍 Filter by group

You must choose a valid brand in order to group your product.

Group Mini dress selected
Your product will be added to this group

Image	Name ▲	SKU ⇕
	Mini Dress Black	RMQM-BLACK
	Mini Dress Blue	RMQM-BLUE

Content Score   100% ⓘ

✓ Basic Information

   Product Name & Brand

   Category

✓ Images

✓ Additional Information

   Main

   No Group Selected

   Additional Product Data

   Description & Measurements

   Earth Edit (Sustainability)

   Pre-Loved Luxury Product Attributes

   Product Group

Steps to Upload a Single Product in Seller Center

Step 9. Fill in your product details in the
Additional Information > **Pricing & Sizes** section.

Fill this section with your product's
Parent SKU.

- Find the right size by opening the
available drop down
- Don't forget to click **Add Size** so that
the seller can fill in the details of each
size

Add New Product

Save and Copy   Submit

Pricing & Sizes
Set baseline and sales price to your product

ParentSku ⓘ

Zalora-Mini Dress-Blue

To group variations (e.g. different sizes) of a product together fill this field with the SellerSKU of the first product.
Example: THJ01

Size*

🔍 S ✕   M ✕   L ✕   XL ✕   Please search and select size   ✕ | + Add Size

☐ XXS
☑ S
☐ XS
☐ XXL
☑ XL
☑ L
☑ M
☐ XXXL
☐ One size
☐ XXXS

Content Score   100% ⓘ

✓ Basic Information
   Product Name & Brand
   Category
✓ Images
✓ Additional Information
   Main
   No Group Selected
   Additional Product Data
   Description & Measurements
   Earth Edit (Sustainability)
   Pre-Loved Luxury Product
   Attributes
   Product Group
ⓘ Pricing & Sizes

Steps to Upload a Single Product in Seller Center

Step 9. Fill in your product details in the section
Additional Information > Pricing & Sizes

Seller SKU: Product SKU With per-size information. Each Seller SKU must be unique for each color variation
1 color = 1 SKU
5 colors = 5 SKUs

Stock: Make sure you have enough stock to sell on Zalora

Price: Fill in the price of your product.
Make sure the price for each size is the same price

Discount price, discount start date, discount end date: fill this section with the discount price, start and end date of the discount price period updated on the logo 🗓

Status: you can set your product status per size **(active/inactive)**

Add New Product

Save and Copy | Submit

ParentSku ⓘ

Zalora-Mini Dress-Blue

To group variations (e.g. different sizes) of a product together fill this field with the SellerSKU of the first product.
Example: THJ01

Size*

🔍 Please search and select size | + Add Size

🔍 Search by Size, SKU, Status   1–4 of 4 ‹ › ⚙

	Size	Seller SKU*	Stock*	Price*	Sale Price		Status*	
☐	S ⌄	zalora-mini dress	2	IDR 200000	-% 50.00	IDR 100000 🗓	⬤	⋯
☐	M ⌄	zalora-mini dress	1	IDR 200000	-% 50.00	IDR 100000 🗓	⬤	⋯
☐	L ⌄	zalora-mini dress	1	IDR 200000	-% 50.00	IDR 100000 🗓	⬤	⋯
☐	XL ⌄	zalora-mini dress	1	IDR 200000	-% 50.00	IDR 100000 🗓	⬤	⋯

Content Score   100% ⓘ

✓ Basic Information
   Product Name & Brand
   Category
✓ Images
✓ Additional Information
   Main
   No Group Selected
   Additional Product Data
   Description & Measurements
   Earth Edit (Sustainability)
   Pre-Loved Luxury Product Attributes
   Product Group
   Pricing & Sizes

Steps to Upload a Single Product in Seller Center

If the uploaded image is appropriate, click **Submit.**
After that, your product has been successfully uploaded.

Steps to Upload a Single Product in Seller Center

If your product has been successfully uploaded, it will appear on the main page. **All Products**

Please wait up to 2-3 business days for your product's Quality Control process approval

If your product has been approved, then the icon ⚠️ will turn into ✔️

ZALORA

Bulk Product Upload
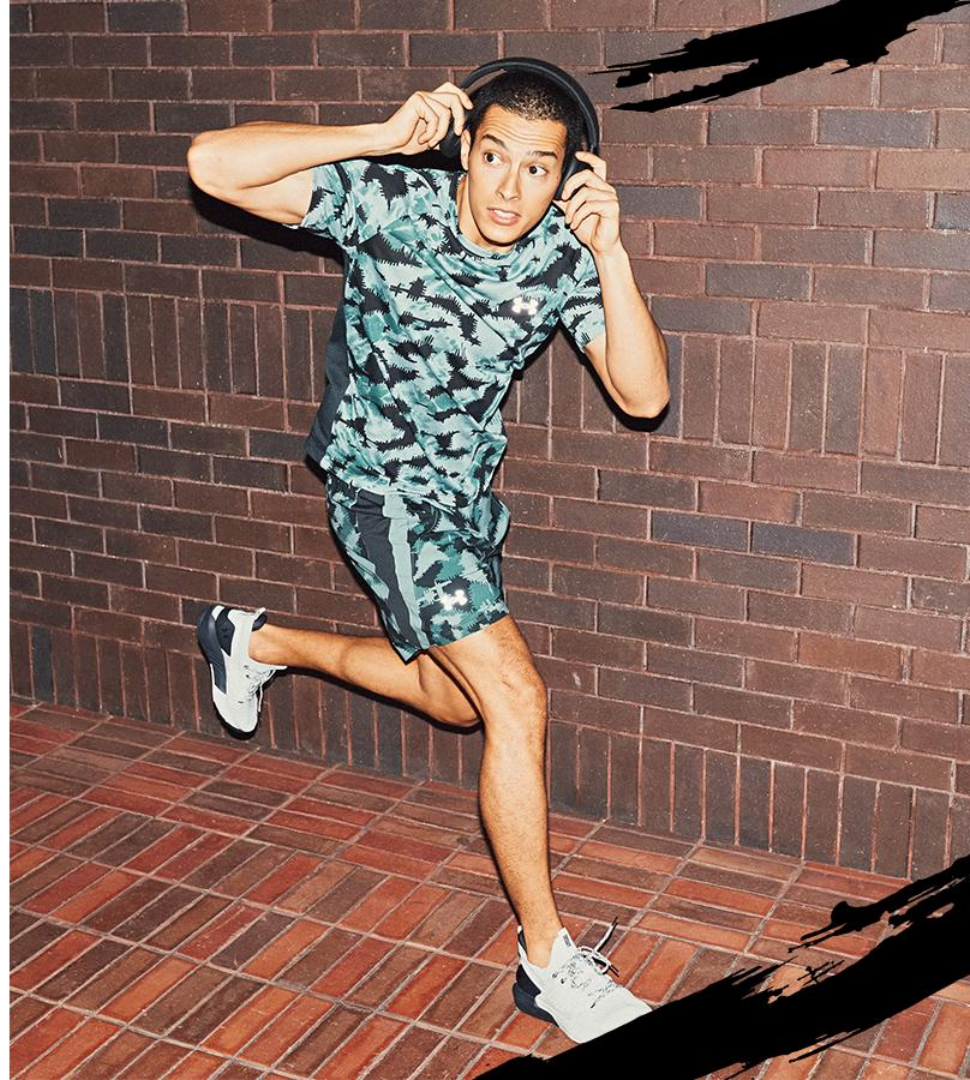
Steps to upload your products - Bulk Product Upload

If you have many products and want to upload them to Seller Center in bulk, you can use the **Batch upload template.**

Steps to download the template:

1 Select the **Products menu > All Products**
Then, click **Import > Download Template > Product creation by Category**
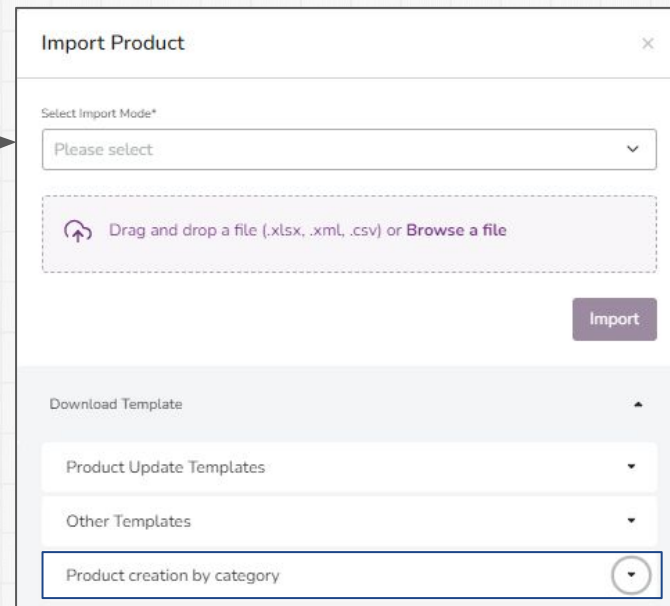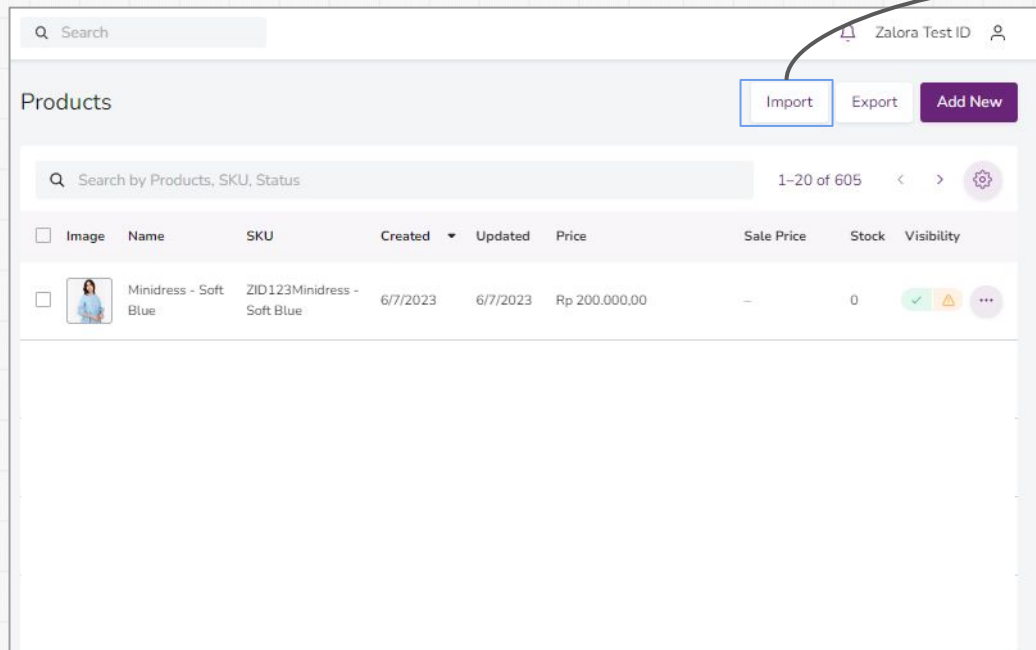
Products

| | Import | Export | Add New |

Search by Products, SKU, Status   1–20 of 605

Image	Name	SKU	Created	Updated	Price	Sale Price	Stock	Visibility
	Minidress - Soft Blue	ZID123Minidress - Soft Blue	6/7/2023	6/7/2023	Rp 200.000,00	–	0	

Import Product

Select Import Mode*

Please select

Drag and drop a file (.xlsx, .xml, .csv) or **Browse a file**

Import

Download Template

Product Update Templates

Other Templates

Product creation by category

Steps to upload your products - Bulk Product Upload

2 Select Master Template or a template according to your product category. Then, wait about a minute for the template to finish downloading.

3 Click Icon ⬇ to save your batch upload template

Import Product ✕

Select Import Mode*

Download Template ▲

Product Update Templates ▾

Other Templates ▾

Product Creation ▲

   Product Creation - Master ⬇

   ＋ Accessories ⬇

   ＋ Athleisure ⬇

   ＋ Bags ⬇

   ＋ Bath & Babycare ⬇

   ＋ Bath & Body ⬇

   ＋ Batik ⬇

   ＋ Beauty ⬇

   ＋ Bed & Bath ⬇

   ＋ Clothing ⬇

   ＋ Electronics ⬇

File Manager ⊙   ⌄ ✕

📄 ProductCreationTemplate-2023-07-06T03:48:28.987Z   ⬇

📄 ProductCreationTemplate-2023-07-06T03:50:03.882Z   ⬇

📄 ProductCreationTemplate-2023-07-06T04:15:51.953Z   🕐

Steps to upload your products - Bulk Product Upload

Fields below are mandatory

Mandatory & Non-editable Fields	Mandatory & Editable Fields	
• Sub Cat Type • Brand • Gender • Size System (for reference please refer to this table for "allowed" size system + size combination) • Size • Shipment Type	• Name (Product Name) • SKU Supplier Config • Seller SKU • Price • Product Description • Packaging size and weight • Browse Nodes	• Color • ColorFamily • Price • Variation (Size) • Material • Description • CareLabel • Measurements

100% Content Score ✕

Title characters between 5 and 150	20 ✓
Description Words more or equal than 5	17 ✓
Attribute Sub Cat Type is attribute filled	Yes ✓
Attribute sizesystembrand is attribute filled	Yes ✓
Attribute description is attribute filled	Yes ✓
Attribute color is attribute filled	Yes ✓
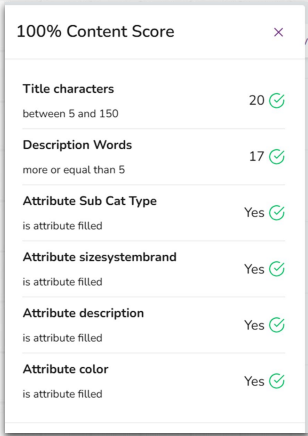
Mandatory & Non-editable Fields should be final
Please make sure that information that we feed into Seller Centre when it comes to mandatory & non-editable fields is correct and final. Updates to these fields are not possible and SKUs with missing information on these fields will be rejected. If amendment is required, please proceed to delete and recreate the SKU.

Maintain information aligned
All mandatory fields need to be the same across all ventures where the product will be created (e.g. same in Seller Centre HK, TW, SG, etc.)

Note: PrimaryCategory-(is not editable
        when ZALOORA skus has been generated

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

PRODUCT CREATION - MASTER TEMPLATE

SkuSupplierConfig	ParentSku	SellerSku	Brand	Gender
Reference ID on a product-color level. Style-color code printed on product hang tag. Mandatory Editable e.g. THJ01-PINK * As best practice, ParentSKU to be the same as SkuSupplierConfig. For existing SKUs with new variations/sizes, please use the same SkuSupplierConfig and ParentSKU created.	Reference ID on a product-color level. Style-color code printed on product hang tag. Non-mandatory Editable e.g. THJ01-PINK * If you don't fill in this field, this field will be completed automatically by the seller SKU of the first variation. As best practice, ParentSKU to be the same as SkuSupplierConfig. For existing SKUs with new variations/sizes, please use the same SkuSupplierConfig and ParentSKU created.	Reference ID on a product-color-size level. Style-color-size code printed on product hang tag. Mandatory Editable e.g. THJ01-PINK-S	Brand of the product. Will display on ZALORA website. Please input approved brand for your account only. Input must be the same as the dropdown options available. Mandatory Non-editable e.g. ZALORA	Gender of the product. Please refer to the Seller Academy for the list of matching Gender and Sub Cat Type. Input must be the same as the dropdown options available. Mandatory Non-editable e.g. Female
THJ01-PINK	THJ01-PINK	THJ01-PINK-S	ZALORA	Female

| Product SKU code. 1 sku = 1 Sku Config | Fill with SkuSuppConfig from your product sku | Your product code per size. | Fill in your product brand | Select the gender according to your product |

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

PrimaryCategory

Primary Category of the product.
Input must be the same as the dropdown options available.

Mandatory
Non-editable
e.g. "242"

* As best practice, select Primary Category with 3-level. e.g input "242" (Clothing / Women's Clothing / Dresses) as Primary Category and "243" (Clothing / Women's Clothing / Dresses / Party Dresses) as browse nodes
* Return Policy is dependent on Primary Category. Hence, please select the correct Primary Category. Othe

242

SubCatType

Sub Category of the product.
Please refer to the Seller Academy for the list of matching Gender and Sub Cat Type.
Input must be the same as the dropdown options available.

Mandatory
Non-editable
e.g. Dresses

Dresses

BrowseNodes

Additional categories that could apply to the product.
Please refer to [Categories] tab for the options available.
If more than 1, use "," as separator.
Max of 4 browse nodes.

Non-mandatory
Editable
e.g. 243

243

Name

Name of the product.
Will display on ZALORA website.

Mandatory
Editable
e.g. Floral Off Shoulder Dress

* As best practices:
- Max 40 characters with spacing
- No upper caps/abbreviations/brand name/color/measurements/punctuation marks or any other special characters except for hyphen (-) or oblique (/)
- Add descriptive words to help SEO

Floral Off Shoulder Dress

ColorFamily

Main color of the product.
For ZALORA website filter.
Options available = Beige, Black, Blue, Brown, Gold, Green, Grey, Multi, N/A, Navy, Orange, Pink, Purple, Red, Silver, White, Yellow
If more than 1, use "," as separator.

Non-mandatory
Editable
e.g. Pink, Purple

Pink, Purple

Select your product's main category in the **"Categories"** Sheet

Select the sub-category (product type) that suits your product. See the instructions in the **"Options"** sheet

(Optional) If you want to put the product in two categories, enter the category code that refers to the **"Categories"** sheet

Your product name

Click to open the drop-down list to select the color filter of your product

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Color	IsSample	Quantity	Price	SalePrice
Color of the product. Will display on ZALORA website. Non-mandatory Editable e.g. Dusty Pink/Purple * As best practices: - Max 20 characters - No upper caps (ensure title caps)/abbreviations/brand name/color code/pattern/product description - Use "/" as separator (no space), no special characters other than "-" and "/" (BAD e.g. BLK #6, wht top)	Use this only if the product is a sample in a Free Gift promotion. Non-Mandatory Editable	Quantity/stock of the product. Non-mandatory for SKU creation Editable e.g. 1, 50 * Requires at least 1 SellerSKU has stock > 0 to be live onsite * No decimal number	Price/black price of the product. Will display on ZALORA website. Mandatory Editable e.g. 899 * Numbers only - please do not input Currency * 2 decimal places	Markdown/red price of the product. Will display on ZALORA website. Non-mandatory Editable e.g. 499 * Numbers only - please do not input Currency * 2 decimal places
Dusty Pink/Purple		50	899	499

Fill in the color of your product	Leave it empty (sample in a Free Gift)	The number of product stocks per size	Product price	Discount or markdown price (if any)

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

SaleStartDate	SaleEndDate	ProductId	VideoLink	Year
Start date of SalePrice. Format: YYYY-MM-DD HH:MM:MM Mandatory when SalePrice is inputted Editable e.g. 2024-08-08 10:30:00	End date of SalePrice. Format: YYYY-MM-DD HH:MM:MM Mandatory when SalePrice is inputted Editable e.g. 2024-08-15 23:59:00	EAN/UPC/ISBN	To include an instructional video in product images in the website. Non-mandatory Editable e.g. Ih7G41KBdD8 * YouTube video only * Video ID Only	Identifier for the year the product belongs to. Input must be the same as the dropdown options available. Mandatory when Season is inputted. Editable e.g. 2024
08/08/2024 10:30	15/08/2024 23:59	Product-123 test		2024

Discount date starts, format: YYYY-MM-DD	Discount date ends, format: YYYY-MM-DD	The Product ID is system-generated and cannot be changed by the seller.	provide a specific URL link of your video product	Identifier for the year the product belongs to

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Season	Material	MaterialComposition	Range	DiamondPave
Identifier for the collections the product belongs to. Input must be the same as the dropdown options available. Mandatory when Year is inputted. Editable e.g. Spring-Summer	Composition of the product. For all categories except Glasses & Shoes. Will display on ZALORA website. Non-mandatory Editable e.g. 100% Cotton * As best practices: - Percentage (%) of material (highly encouraged) - Ensure calculation equals to 100% - Organize composition in descending order - No upper caps/abbreviations/color/descriptive words/lace/lining - Add a lin... a	Composition of the product. Please refer to [Options] tab - "MaterialComposition" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Cotton	For Apparels and Accessories category only. For ZALORA website filter. Input must be the same as the dropdown options available. Non-mandatory Editable e.g. Maternity	For Accessories category only. For Fine Jewellery sellers only. Please refer to [Options] tab - "DiamondPave" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Yes
Spring-Summer	100% Cotton	Cotton	Maternity	Yes

Identifier for the collections the product belongs to.	Composition of the product.	Please refer to [Options] tab - "MaterialComposition" for the options available.	For ZALORA website filter.	For Accessories category only.

Steps to upload your products - Bulk Product Upload

Download Templates → **Template Filling** → Import Template → Image

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Gemstone	StoneShape	FrameColor	FrameShape	LensColor
The type of precious stone that the jewellery is made up of/contains. For Accessories category only. For Fine Jewellery sellers only. Please refer to [Options] tab - "Gemstone" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Diamonds	The shape of precious stone. For Accessories category only. For Fine Jewellery sellers only. Please refer to [Options] tab - "Gemstone" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Pear-shaped	Color of the frame. For Glasses category only. For ZALORA website filter. Please refer to [Options] tab - "FrameColor" for the options available. If more than 1, use "," as separator. Mandatory Editable e.g Black, White	Shape of the frame. For Glasses category only. For ZALORA website filter. Input must be the same as the dropdown options available. Mandatory Editable e.g Round	Color of the lens. For Glasses category only. For ZALORA website filter. Please refer to [Options] tab - "LensColor" for the options available. If more than 1, use "," as separator. Mandatory Editable e.g Black, White
Diamonds	Pear-shaped	Black, White	Round	Black, White

For Fine Jewellery sellers only.

The shape of precious stone.

Color of the frame. For Glasses category only.

Shape of the frame.

Color of the lens.

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

UpperMaterial	InnerMaterial	SoleMaterial	InnerSoleMaterial	LeatherType
Material of the upper part of shoes.	Material of the inside of shoes.	Material of the outside of shoes sole.	Material of the inside of shoes sole.	Type of leather.
For Shoes category only.	For Shoes category only.	For Shoes category only.	For Shoes category only.	For Shoes category only.
Will display on ZALORA website.	Will display on ZALORA website.	Will display on ZALORA website.	Will display on ZALORA website.	Will display on ZALORA website.
Non-mandatory	Non-mandatory	Non-mandatory	Non-mandatory	Non-mandatory
Editable	Editable	Editable	Editable	Editable
e.g. Cow Leather	e.g. Polyurethane	e.g. Rubber	e.g. Rubber	e.g. Cow
Cow Leather	Polyurethane	Rubber	Rubber	Cow

Material of the upper part of shoes.

Material of the inside of shoes.

Material of the outside of shoes sole.

Material of the inside of shoes sole.

Type of leather.
For Shoes category only.

Steps to upload your products - Bulk Product Upload

Download Templates | **Template Filling** | Import Template | Image

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Hex color code. For Beauty category only. Non-mandatory Editable e.g FFF000	For Beauty category only. For same product of different sizes. Please refer to [Options] tab - "ProductSize" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Mini, Bundles	For Beauty category only. For products with special attribute. Please refer to [Options] tab - "Specials" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Free Gift, Zalora Exclusive	For Beauty category only. Please refer to [Options] tab - "Benefits" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Brightening, Whitening	
HexColor	**ProductSize**	**Specials**	**Benefits**	**SkincareIngredients**
FFF000	Mini, Bundles	Free Gift, Zalora Exclusive	Brightening, Whitening	

Hex color code. For Beauty category only.	For Beauty category only. For same product of different sizes.	For Beauty category only. For products with special attribute.	For Beauty category only. Please refer to [Options] tab - "Benefits" for the options available.	Non-mandatory Editable

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

SkinFaceFormula	SkinType	SkincareConcerns	FragranceFamily	HairType
	For Beauty category only. Please refer to [Options] tab - "SkinType" for the options available. If more than 1, use "," as separator. Mandatory when PrimaryCategory = Skin Care Editable e.g. Combination, Sensitive		For Beauty category only. Please refer to [Options] tab - "FragranceFamily" for the options available. If more than 1, use "," as separator. Mandatory when SubCatType = Fragrances, Men Fragrances, Women Fragrances Editable e.g. Floral, Fruity	For Beauty category only. Please refer to [Options] tab - "HairType" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Curly, Wavy
	Combination, Sensitive		Floral, Fruity	Curly, Wavy

SkinFaceFormula	SkinType	SkincareConcerns	FragranceFamily	HairType
Non-mandatory Editable	For Beauty category only. Non-mandatory	For Beauty category only. Non-mandatory	For Beauty category only. Non-mandatory	For Beauty category only. Non-mandatory

Steps to upload your products - Bulk Product Upload

Download Templates | **Template Filling** | Import Template | Image

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

For Beauty category only. Please refer to [Options] tab - "SunProtection" for the options available. If more than 1, use "," as separator. Mandatory when SubCatType = Beauty Sun-care, Sun-care Editable e.g. SPF under 15, SPF 30 and under	For Beauty category only. Please refer to [Options] tab - "BristleType" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Natural, Synthetic			For Beauty category only. Please refer to [Options] tab - "BrandOrigin" for the options available. If more than 1, use "," as separator. Non-mandatory Editable e.g. Korean, Japanese
SunProtection	**BristleType**	**FaceFinish**	**FaceCoverage**	**BrandOrigin**
SPF under 15, SPF 30 and under	Natural, Synthetic			Korean, Japanese

Non-mandatory Editable	For Beauty category only. Non-mandatory	For Beauty category only. Non-mandatory	For Beauty category only. Non-mandatory	For Beauty category only. Non-mandatory

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Instructions for the product (application, frequency, etc). For Beauty category only. Non-mandatory Editable	Ingredients of the product. For Beauty category only. Non-mandatory Editable	Unique selling points to describe the product. Will display on ZALORA website. Mandatory Editable e.g. - Floral printed ruched detail midi dress - Off shoulder neckline - Slim fitt * As best practices: - At least 3 unique selling points/descriptions - Add a dash symbol "-" in front of every points - Add a line break " " at the end of the point for a spacing in sentence - For Beauty category, input expiry date to help customers	Manufacturer's regular care and instructions for the product. Will display on ZALORA website. Non-mandatory Editable e.g. Machine wash gentle * As best practices: - Max 255 characters - Add a dash symbol "-" in front of every points - Add a line break " " at the end of the point for a spacing in sentence	Measurements of the different sizes of product As per ZALORA guideline. Displayed on ZALORA website
Howto	**Ingredients**	**Description**	**CareLabel**	**MeasurementsGlobal**
		- Floral printed ruched detail midi dress - Off shoulde	Machine wash gentle	Bust circumference x Waist circumference x Hip circumfe

For Beauty category only. Non-mandatory	Ingredients of the product. For Beauty category only.	Unique selling points to describe the product.	Manufacturer's regular care and instructions for the product.	Measurements of the different sizes of product

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Size of the garment the model is wearing Displayed on ZALORA website	Model's body measurements relevant to the product. Will display on ZALORA website. Non-mandatory Editable e.g. Model wears a size S and is 5'8" tall	Product attributes that present ethical or environmental benefits. Once ZALORA has verified the product meets our sustainability criteria, it will be tagged under ZALORA's Earth Edit range. Input must be the same as the dropdown options available. Non-mandatory Editable e.g. Organic Materials	Product attributes that present ethical or environmental benefits. Once ZALORA has verified the product meets our sustainability criteria, it will be tagged under ZALORA's Earth Edit range. Input must be the same as the dropdown options available. Non-mandatory Editable e.g. Organic Materials - Organic Cotton	Please provide the supporting link as proof of your sustainability claim (a link to the product page, third-party certification website, certification documents, etc). Non-mandatory Editable
Modeiswearing	**Modelbodymeasurements**	**EarthEditTag**	**EarthEditCriteria**	**EarthEditProof**
UK 8	Model wears a size S and is 5'8" tall	Organic Materials	Organic Materials - Organic Cotton	

| Size of the garment the model is wearing | Model's body measurements relevant to the product. | Product attributes that present ethical or environmental benefits. | Product attributes that present ethical or environmental benefits. | Please provide the supporting link as proof of your sustainability claim |

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Occasion	Care	HairConcerns	HairCondition	LipsFormula	Eyes	BrandCollection	AccessoriesCollection	TechnicalFeatures
For Beauty category only. Non-mandatory Editable	For Beauty category only. Non-mandatory Editable	For Beauty category only. Non-mandatory Editable	For Beauty category only. Non-mandatory Editable	For Beauty category only. Non-mandatory Editable	For Beauty category only. Non-mandatory Editable	For the Accessories category only. Non-mandatory Editable	For the Accessories category only. Non-mandatory Editable	For the Accessories category only. Non-mandatory Editable

For Beauty category only.
Non-mandatory

For Accessories category only.
Non-mandatory

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Catalogtype	Model	HasLicense	Luxury	OfficialStore
Catalog type for sku to filter in shop	Name of the model	Please select status of FDA license or BPS certification: (1) Existing (2) Under Renewal (3) With exemption	Luxury category specification. For luxury products only. Input must be the same as the dropdown options available. Non-mandatory Editable e.g. Lux Outlet * If not selected, the product will not show up in ZALORA's luxury segment.	For luxury sellers only. Input 1 for Yes, 0 for No. Non-mandatory Editable e.g. 0 * Please input 1 if you are the official seller of the luxury brand and have been advised to do so.
Main,Outlet			Lux Outlet	0

Catalog type for sku to filter in shop	Name of the Model	Please select status of FDA license	For luxury products only.	For luxury products only.

Steps to upload your products - Bulk Product Upload

Download Templates → **Template Filling** → Import Template → Image

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Condition	Variation	Sizesystembrand	AgeGroup	PickedByEditor
Condition of the pre-loved item. For luxury products only. For pre-loved products only. Input must be the same as the dropdown options available. Non-mandatory Editable e.g. Very Good	Size of the product. Please refer to the [Mapped Attributes] tab for the list of matching Sub Cat Type, Size System Brand, and Size. Mandatory Non-editable e.g. S, M, L, 6, 8, 10	Size system used for the product. Please refer to the [Mapped Attributes] tab for the list of matching Sub Cat Type, and Size System Brand. Mandatory Non-editable e.g. International, UK, US, etc.	Age group of the product. For KIDS only. For ZALORA website filter. Please refer to [Options] tab - "AgeGroup" for the options available. If more than 1, use "," as separator. Mandatory when Gender = Boys, Girls, Unisex-kids Editable e.g. (0-2 yrs) - Baby, (3-7 yrs) - Kids, (8-12 yrs) - Junior	Tick this option if you would like to include the product in the Editor's Pick section of your store front Values: 1 - if you wish to include the sku to the Editor's pick section 0 - if you wish to remove the sku from the Editor's pick section
Very Good		International	(0-2 yrs) - Baby, (3-7 yrs) - Kids, (8-12 yrs) - Junior	1

Condition of the pre-loved items	Size of the product	Size system used for the product	Age group of the product	If you wish to include the SKU to the Editor's Pick

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

Height of the packaging in cm.	Length of the packaging in cm.	Width of the packaging in cm.	Estimated package weight in kg.
Non-mandatory Editable e.g. 50	Non-mandatory Editable e.g. 50	Non-mandatory Editable e.g. 50	Non-mandatory Editable e.g. 50
BoxHeightSimple	**BoxLengthSimple**	**BoxWidthSimple**	**WeightSimple**
50	50	50	50

Height of the packaging in cm	Length of the packaging in cm	Width of the packaging in cm	Estimated package weight in kg.

Steps to upload your products - Bulk Product Upload

After the template is downloaded, fill in the information about your product in the template on the 'Upload Template' sheet.

MainImage	Image2	Image3	Image4	Image5	Image6	Image7	Image8	ProductGroup
Main image of the product. Non-mandatory Editable * Requires at least 1 image to be live	Additional image of the product. Non-mandatory Editable * Requires at least 1 image to be live	Additional image of the product. Non-mandatory Editable * Requires at least 1 image to be live	Additional image of the product. Non-mandatory Editable * Requires at least 1 image to be live	Additional image of the product. Non-mandatory Editable * Requires at least 1 image to be live	Additional image of the product. Non-mandatory Editable * Requires at least 1 image to be live	Additional image of the product. Non-mandatory Editable * Requires at least 1 image to be live	Additional image of the product. Non-mandatory Editable * Requires at least 1 image to be live	Reference ID on a product level. Style code printed on product hang tag. This field will group different colors of the same style on ZALORA website. Non-mandatory Editable e.g. THJ01
								THJ01

Main image of the product.

Additional image of the product.

Reference ID on a product level. Style code printed on product hang tag.

Steps to upload your products - Bulk Product Upload

1 Select **Tab Products > All Products > click Import**

Then select **Create New Products** in the dropdown

2 After the template is uploaded, click **Import** then wait until the file is successfully uploaded.

Import Product   ✕

Select Import Mode*

Please select ⌃

Create New Products

Update Products

Update Products Stock

Update Products Images

Remove Products

Download Template ▾

Import Product   ✕

Select Import Mode*

Create New Products ⌄

📄 ProductCreationTemplate-Product Upload.csv 🗑

Import

Download Template ▾

Steps to upload your products - Bulk Product Upload

If your product has been successfully uploaded, it will appear on the main page. **All Products**

Please wait up to 2-3 business days for your product's Quality Control process approval

If your product has been approved, then the icon ⚠ will turn into ✓

ZALORA