

Connect your Square register

Link your own Square account to your store so stock, products and orders match between your counter and your online shop.

Add-on [Online store](#)

If you ring up sales on a Square register in your shop, you can link it to your online store. Stock then stays in step, so you're less likely to sell something online that is already gone. The Square account is yours, and you sign in to it yourself. We never ask for your Square password.

Online stores are an add-on. If your site doesn't have one yet, ask us about adding it; we quote it in writing first.

Before you start

- These steps are for stores that show **Manage Store** under **Store** in the side panel. If yours doesn't, email us and we'll check what your store offers.
- This needs a higher level of store than the basic one. If you don't see **POS** under **All Sales Channels**, ask us and we'll check.
- Give each product the same SKU in your store and in Square. Stock only syncs for matching SKUs.

Connect Square

1. Log in to your site editor.
2. Click **Store**, then **Manage Store**.
3. Click **All Sales Channels**, then **POS**.
4. Click **Connect Square**, then **Sync your inventory**.
5. Square's own screen opens. Log in there with your account.
6. Click **Allow**.

Your store and Square are now connected.

Move products across

- To bring your Square products into your store, click **Import products from Square**.
- To send new store products to Square for your counter, click **Export products**.

Only new products move when you export. Stock levels sync by themselves, but a change to a price, name, description, option or variation doesn't. To update one, delete the product on the receiving side, then import or export it again. Deleting a product in one place doesn't remove it from the other.

How stock and orders sync

- Keep **Sync your inventory and sell offline with Square Register** turned on. With it on, and matching SKUs, stock updates within minutes of a sale on either side.
- With that switch on, orders paid for with Square payments in your store are sent to Square.
- Sales rung up in Square don't appear in your store's orders. They only change the stock.

If you offer pickup from more than one location, each pickup option has to be matched with a location in your Square account. Ask us and we'll set it up. See also [Offer in-store or curbside pickup](#).

Change Square accounts

To link a different Square account, disconnect your store from Square first (open **All Sales Channels**, then **Square**), then connect again. To change the Square account used for card payments, go to **Payments** in your store and connect a different one.

Need a hand?

If your site doesn't have this yet, ask us about adding it. We quote it in writing first, and nothing is billed unless you approve. Email hello@zossoz.com.

Already have a store? Email us if you'd like help with the store side of this, and we'll take care of it. We reply within one business day. See [Request a change](#).

Related guides: [Track your stock](#) · [Offer in-store or curbside pickup](#) · [Connect a way to take card payments](#) · [Import or update products from a spreadsheet](#) · [Find and manage your orders](#)

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