


## PACIFIC BOOKSTORES PURCHASE GUIDE

<b>ONLINE ORDER (HOME DELIVERY OR SELF COLLECTION)</b>	1) Please visit our website - <a href="https://www.pacificbookstores.com/">https://www.pacificbookstores.com/</a> 2) All new users are required to create an account with us to proceed for ordering
<b>LAUNCH DATE FOR ORDERING</b>	1) <b>10 October 2022 - 14 October 2022 (For Primary 1 Admin Day)</b>  2) <b>7 November 2022 - 15 December 2022 (For Year End sales with all levels)</b>
<b>LAST DAY OF ONLINE ORDERING</b>	1) <b>14 October 2022 - For Collection during Primary 1 Admin Day (17/20 Oct 2022)</b>  2) <b>15 December 2022 - For Home Delivery</b>
<b>HOME DELIVERY</b>	<p style="text-align: center;">Local delivery charge of \$13.80</p>
<b>SELF COLLECTION HOURS</b>	<p style="text-align: center;">During Primary 1 Admin Day on 17 or 20 Oct 2022.</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">During selected dates in Nov/Dec between 9am - 3pm</p>
<b>PAYMENT OPTIONS</b>	<p style="text-align: center;">Scan and Pay (QR code)</p> <p style="text-align: center;">Credit/ Debit </p>
<b>CANCELLATION/EXCHANGE POLICY</b>	1) All purchases are final and no cancellation. 2) No refund allowed and only exchange will be entertained. - <b>Textbooks exchange within 7 days when school reopens.</b>
<b>FAS</b>	Kindly wait for your FAS application result. Do not purchase books in advance.
<b>CUSTOMER SERVICE CONTACT</b>	HOTLINE : 6559 2269 (9am to 5pm, Mon to Fri) (9am to 1pm, Saturday)  EMAIL : <a href="mailto:sales@pacificbookstores.com">sales@pacificbookstores.com</a>

## User Guide for Online Purchase of School Textbooks for Year 2022

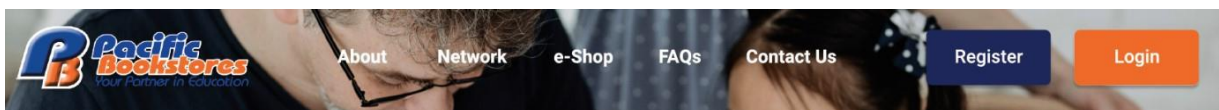
Pacific Bookstores would like to propose the following procedures for the year end book sale to all our valued customers to ensure a smooth and pleasant purchase experience.

We encourage parents to make their purchase via our new online platform (<https://www.pacificbookstores.com>) to minimize queuing time in school.

This platform will enable you to purchase with the option of Home Delivery or Self-Collection. Please find the guided procedures for your purchases.

### HOME DELIVERY and SELF COLLECTION

- 1) Visit our website (<https://www.pacificbookstores.com>)
- 2) Go to 'Register / Login' on the top right hand corner
- 3) All customers will need to create and register for an account



- 4) Upon logging in, customer are required to fill up the below fields to proceed for purchase
  - 1) Select Education Level
  - 2) Select School
  - 3) Select Student Level (Next Year)
  - 4) Mother Tongue

A screenshot of a registration form with four orange dropdown menus. The first menu is labeled 'Select Education Level', the second 'Select School', the third 'Select Student Level (Next Year)', and the fourth 'Mother Tongue'. Each menu has a small downward arrow on the right side.

- 5) Select Shipment Mode

A screenshot of the shipping mode selection screen. It is divided into two sections. The left section is titled 'Step 1 : Select Shipping Mode' and contains two buttons: 'Self Collection' (with a shopping bag icon) and 'Home Delivery' (with a house icon). The right section is titled 'Step 2 - Select 'Date'' and features a calendar for 'SEPTEMBER 2021'. The date '18' is highlighted in a red circle. The calendar shows days of the week (MON to SUN) and dates from 30 to 26.

### Step 3 - Select 'Time'


**SELECT THE TIME**

10:30AM - 6:00PM

### Step 4 - 'Click Next Step'

**PROCEED TO NEXT STEP**

Step 5 – Complete your order and checkout before the session expires within the 60 minutes.



Please checkout your order by **16:41** to ensure you don't lose the slot.

**PROCEED TO NEXT STEP**

NOT NOW

- 6) Booklist will be shown and customer are required to uncheck the items that 'YOU DO NOT WANT TO PURCHASE'. When you have completed selecting all your textbooks and stationery, proceed to click 'Next'

## Exercise Book & Compulsory Items

Select All  Clear All

LABEL : Art   PUBLISHER : NA ACSP 80IBS Drawing Block	SGD1.80	- 1 +	<input checked="" type="checkbox"/>
LABEL : Art   PUBLISHER : NA ACSP 80IBS Drawing Block	SGD1.80	- 1 +	<input checked="" type="checkbox"/>
LABEL : Art   PUBLISHER : NA ACSP 80IBS Drawing Block	SGD1.80	- 1 +	<input checked="" type="checkbox"/>

**NEXT >**

- 7) When you arrive at the 'Purchase Details' page, check that all your items are correct. If all items are correct, click on proceed to next step.

### Purchase Details

**Cart #1** Edit Remove

SCHOOL NAME : Anchor Green Primary School  
STUDENT LEVEL : PRIMARY 1  
MOTHER TONGUE : Chinese

BOOK NAME ACSP 80IBS Drawing Block	SGD 1.80	×
BOOK NAME ACSP A3 20 Pocket - My Art Portfolio	SGD 8.50	×
BOOK NAME Pilot Twin Permanent Marker Black	SGD 1.50	×
BOOK NAME Bostik Glue Stick 8g	SGD 1.20	×
BOOK NAME A3 Art Bag	SGD 7.50	×
BOOK NAME A4 Whiteboard Set	SGD 4.60	×

### Order Summary

Home Delivery 18 September 2021 10:30AM - 6:00PM

Subtotal SGD49.00

**Total SGD49.00**

Please checkout your order by **9 September 2021, 4:44 PM** to ensure you don't lose the slot.  
Time remaining : **49 minutes 0 seconds**

**PROCEED TO NEXT STEP**

[Add New Cart](#)

- 8) For Home Delivery option, customer will need to fill the shipping information. A shipping/delivery charge of \$13.80 will be added. Select your preferred mode of payment: Credit Card / PAYNOW and click 'Place Order Now'

### Shipping Address

Postcode  Unit No.   Do not have Unit No.

Address 1

Address 2

Singapore

### Payment Method

Pay Now **PAYNOW**

Credit Card **VISA** **MASTERCARD**

There is 3% charge of admin fees.

### Order Summary

Subtotal SGD49.00

Shipping SGD13.80

**Total SGD62.80**

Inclusive GST (8%) SGD 4.65

Enter promo code  **APPLY**

I agree to the terms & conditions

**PLACE ORDER NOW**

- 9) Customer to check the ordering information is correct. Click 'Proceed to Payment' to checkout

### Order Summary

EDUCATION LEVEL : Primary  
SCHOOL NAME : Pioneer Primary School  
ORDER ID : 1001  
FIRST NAME : UI  
CONTACT NUMBER : 0123456789  
PAYMENT METHOD : Pay Now  
ORDER STATUS : Pending

STUDENT LEVEL : PRIMARY 3 (STANDARD)  
MOTHER TONGUE : Chinese  
LAST NAME : C  
EMAIL ADDRESS : adi  
ORDER DATE & TIME : 16 September 2021, 10:13

### Delivery Info

Delivery Method Home Delivery  
Delivery Date 27 September 2021  
Delivery Time Slot 10:00AM - 6:00PM

### Shipping Address

ADDRESS 1 : 14, LTC BUILDING C  
ADDRESS 2 : ARUMUGAM ROAD  
POSTCODE : 409959  
CITY : SINGAPORE COUNTRY : SINGAPORE

DELIVER BY : YAMATO

### Order Summary

Subtotal SGD299.35

Shipping SGD13.80

**Total SGD313.15**

Inclusive GST (8%) SGD 23.20

**PROCEED TO PAYMENT**


\*Note - all order payment currency will be paid by "Singapore Dollar (SGD)".

10) For Credit Card payments, you will have to complete your credit card / debit card

PACIFIC BOOKSTORES PTE.LTD

Secure payment 

Card number \*




Expiry month \* Expiry year \*

MM ▼ YY ▼

Cardholder name \*

Security code \*

  3 digits on back of your card

Order details

Order for PBS100006039

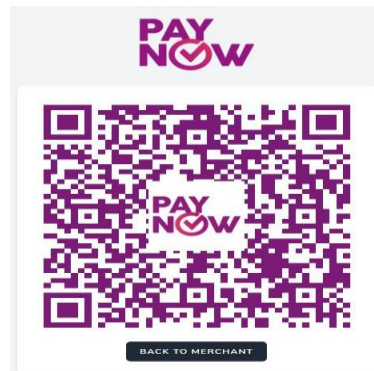
**TOTAL SGD: \$20.20**

The next screen you see may be payment card verification through your card issuer.

[Cancel](#) [Pay now](#)

details

- 11) For PAYNOW payments, please scan the QR code to proceed for payment. Step 1. Login to your banking app
- Step 2. Select Scan & Pay on your banking app
- Step 3. Scan QR code using banking app to make payment.



- 11) You will receive a confirmation email once you have successfully made your payment. An invoice will be attached together with your confirmation email. Alternatively, you may also print your invoice from Pacific Bookstores website under your User Account -> Orders