

## User Guide for Online Purchase of School Textbooks for P1 Orientation (7<sup>th</sup> November 2023)

As Singapore has lifted all covid-19 measures but we would still encourage school to do in a careful and controlled manner. 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.

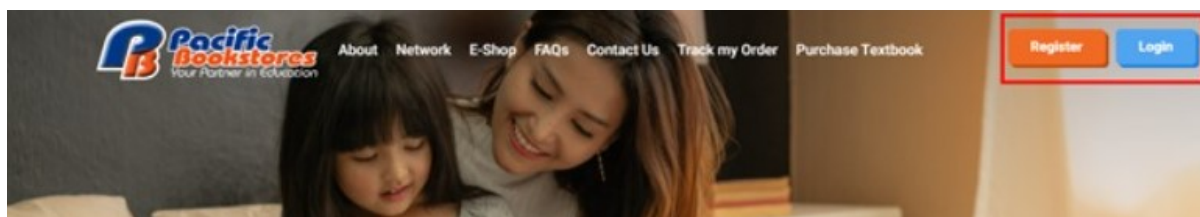
We encourage parents to make their purchase via our online platform (<https://www.pacificbookstores.com>) with effect from **27<sup>th</sup> October** 2023 (for Early P1 Sales) to 1<sup>st</sup> November 2023.

This platform will enable you to purchase with the option of **Self-Collection only**. Due to change of syllabus for some titles, kindly note that purchases made for collection on 3<sup>rd</sup> November will not be a complete P1 set. The new titles will be available for ordering from 15<sup>th</sup> November 2023 to 15<sup>th</sup> December 2023. Parents who prefer to opt for home delivery, kindly place your order after 15<sup>th</sup> November 2023. (Home delivery and Self Collection dates will be reflected on the last page of your booklist)

Please find the guided procedures for your purchases.

### SELF COLLECTION/ HOME DELIVERY

- 1) Visit our website (<https://www.pacificbookstores.com>)
- 2) Go to 'Register / Login' on the top right hand corner
- 3) All **NEW** 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

Select Below

Select Education Level ▼

Select School ▼

Select Student Level (Next Year) ▼


Select Mother Tongue ▼


Entitle for FAS? ▼

Financial Assistance Scheme (FAS) Code

5) Select Shipment Mode

**Step 1 : Select Shipping Mode**

  
Self Collection

  
Home Delivery

Step 2 - Select 'Date'

**SELECT THE DATE**

SEPTEMBER 2021

MON	TUE	WED	THU	FRI	SAT	SUN
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	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 \$14.60 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**

☐ PAYNOW

☐ Credit Card
 

A processing fee of 1% will be charged for using credit card.

VISA

**Order Summary**

Subtotal

SGD 88.70

Shipping

SGD 14.60

Total

SGD 103.30

Inclusive GST (8%)

SGD 7.65

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 : Ai Tong School

ORDER NO : PBS1000872

FIRST NAME : U

CONTACT NUMBER : 22223333

PAYMENT METHOD : PAYNOW

ORDER STATUS : Pending

STUDENT LEVEL : PRIMARY 1

MOTHER TONGUE : Chinese

LAST NAME : Ac

EMAIL ADDRESS : a

ORDER DATE & TIME : 19 September 2023, 13:22

**Delivery Info**

Delivery Method

Home Delivery

Delivery Date

26 September 2023

Delivery Time Slot

9:00 AM - 6:00 PM

**Order Summary**

Subtotal

SGD 88.70

Shipping

SGD 14.60

Total

SGD 103.30

Inclusive GST (8%)

SGD 7.65


Proceed To Payment

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

## 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 PBS10006039

TOTAL SGD: \$20.20

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

[Cancel](#)

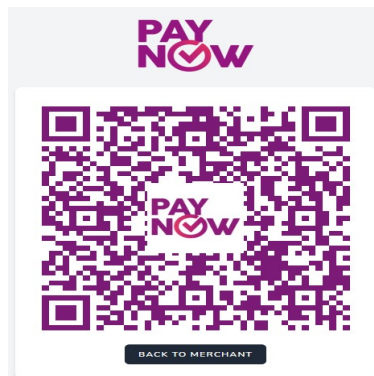
[Pay now](#)

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.

12) All purchases are final and no cancellation. No refund allowed and only exchange will be entertained within 7 days upon purchase.

13) Customer service contact

Hotline: 6929 8012 (9am to 5pm, Monday to Friday)

Email: [sales@pacificbookstores.com](mailto:sales@pacificbookstores.com)