

How to Order Supplies (Stickers)

1. #1 Select Order Supplies from the drop down menu.

The screenshot shows the ASPIRA ONE Admin interface. The top navigation bar includes 'Home', 'Vendors', 'Customers', 'Vehicles', 'Orders', 'Admin', 'Users', 'Financials', 'Fin Sessions & Deposits', 'Reports', 'Help', 'Launch Pad', and 'Sign Out'. The 'Admin' dropdown menu is highlighted with a blue box, and the text '#1' is placed next to it. Below the navigation bar, the page title is 'Cabelas - Post Falls(Store Loc)'. The main content area is divided into three sections: 'BULLETINS' (No active bulletins), 'CUSTOMERS' (with search filters for Customer Class, Identifier Type, Identifier#, ZIP/Postal, Last Name, First Name, Date of Birth, and Business Name), and 'ORDERS' (with search filters for Permit, Customer #, Order #, and Receipt #).

2. #1 Input your desired quantity. Then, select **Add to Cart**.
#2 Select **Go to Cart**

The screenshot shows the ASPIRA ONE Order Supplies interface. The top navigation bar includes 'Home', 'Vendors', 'Customers', 'Vehicles', 'Orders', 'Admin', 'Order Supplies', 'Financials', 'Fin Sessions & Deposits', 'Reports', 'Help', 'Launch Pad', and 'Sign Out'. The page title is 'Cabelas - Post Falls(Store Loc)'. The main content area is a table of order supplies with columns for 'PRODUCT', 'PRICE', 'QUANTITY', and '# OF ITEMS IN CART'. The table lists various products such as 'S02-Boat Registration', 'S03-Non-Resident OHV', 'S04-Non-Resident Snowmobile', 'S05-PAISS Non-Motorized', 'S06-PAISS Not Reg. in Idaho', 'S07-Park N Ski Pass Annual', 'S08-Park N Ski Pass Temporary', 'S10-Resident OHV', and 'S11-Resident Snowmobile'. A blue arrow points to the quantity input field for 'S03-Non-Resident OHV' with the text '#1'. A red box highlights the 'Go to Cart' button with the text '#2'.

| PRODUCT | PRICE | QUANTITY | # OF ITEMS IN CART |
|-------------------------------|-------|----------|--------------------|
| S02-Boat Registration | | 1.0 | 0 |
| S03-Non-Resident OHV | | 1.0 | 0 |
| S04-Non-Resident Snowmobile | | 1.0 | 0 |
| S05-PAISS Non-Motorized | | 1.0 | 0 |
| S06-PAISS Not Reg. in Idaho | | 1.0 | 0 |
| S07-Park N Ski Pass Annual | | 1.0 | 0 |
| S08-Park N Ski Pass Temporary | | 1.0 | 0 |
| S10-Resident OHV | | 1.0 | 0 |
| S11-Resident Snowmobile | | 1.0 | 0 |

3. Process order

#1 Review order, if correct, select **Process Order**

Cart Cancel Cart Open Cash Drawer Help Search: Customers

Your Cart

Customer Name Phone Zip
General Public CHANGE CUSTOMER

Actions PURCHASE PERMIT PURCHASE POS New: Boat - Registration GO

| ORDER | ITEM | QTY. | FEE TYPE | PRICE |
|--------------------------|-----------------------------------|-----------|-----------------|--------|
| <input type="checkbox"/> | Submit Supplies Order | | State Fee | \$0.00 |
| | Supply POS Order(New - 1) | Remove 10 | Vendor Fee | \$0.00 |
| | Cabelas - Post Falls(156) | | Transaction Fee | \$0.00 |
| | (2020)S04-Non-Resident Snowmobile | Remove 50 | State Fee | \$0.00 |
| | | | Vendor Fee | \$0.00 |
| | | | Transaction Fee | \$0.00 |
| | (2020)S06-PAISS Not Reg. in Idaho | Remove 85 | State Fee | \$0.00 |
| | | | Vendor Fee | \$0.00 |
| | | | Transaction Fee | \$0.00 |
| Order Total | | | | \$0.00 |

REMOVE ORDER SPLIT ORDER APPLY DISCOUNT REDEEM POINTS EEES ADJUST FEES TO PAST PAID

Totals Total Price \$0.00
Total Past Paid \$0.00
Amount Owning \$0.00
Minimum Payment Due \$0.00

Outstanding #1

Process Order Cancel Cart

4. Finish Order

Select **Finish Order**

Your supply order is now complete.