

KC SCRIPT PORTAL 快速入门指南: 购买

本快速入门指南将为您展示如何在购物车中查找商品,并进行付款。

注意:您必须先登录门户账户才能进行操作。

1. 如果您尚未进入购物 车,请先将商品添加到您的 购物车,然后再点击"My Account"(我的账户)旁的 下拉箭头。点击"My Cart" (我的购物车)。	King County Superior Count We come to the Records Access Home Records Request Sealed Case Access Case Search Certified Copy Verification	Affdavit search and Download My Message My Account Count of Count
 点击复选框以选择商 品,然后点击"\$结算" (\$ Pay Selected Items)按 钮。 	My Account Account My Cart Password Pending Payments Image: Constraint of the set of the s	Type Action Submission Delete / View Submission Delete / View Submission Delete / View
 选择付款方式。点击 "继续"(Continue)按 钮。 注意:选择使用"Draw Down"(提款)账户的组织 可以查看<u>本快速入门指南</u>, 了解有关该付款方式的说 明。 	Payment Options Select your payment method. Image: Select your payment by Credit Card Image: Draw Down Draw Down Account Code Please enter your draw down account number. Draw Down Account Password Enter the draw down account password Continue Back	



4. 查看您的购物车详情, 然后点击"下一步"(Next) 按钮。	Review (2) Payment (3) Submit Please review your cart TYPE Account Number AMOUNT Records and Research Requests 532 \$32.50		
5. 选择您将使用的付款方 式: 信用卡、借记卡或电子 支票。	Choose your preferred method of payment • Credit or Debit Card \$2.49 service fee • Credit or Debit Card \$1.00 service fee		
 6. 输入您的付款详情。点击"下一步"(Next)按 钮。 	NEXT		
7. 审查您的付款详情。	Review the details of the items you have selected to pay, along with the fees associated with using this service. When you are ready to submit your payment please review and accept the Terms and Conditions, and click Submit to send your payment for authorization. customer info Beth Ratzlaff PAYMENT METHOD TYPE ACCOUNT NUMBER AMOUNT TYPE ACCOUNT NUMBER AMOUNT Records and Research Requests 52 \$32.50 Subtotal \$32.50 Convenience Fee \$2.49 Total: \$34.99 \$34.99		



8. 点击复选框以同意《条 款和条件》,然后点击"提 交"(Submit)按钮。	✓ I agree to the <u>Terms and Conditions</u>	
	BACK	SUBMIT
9. 当您的订单准备就绪 后,您将收到通知。点击 "My Messages"(我的消 息)即可查看。	My Mess	ages 🖂

