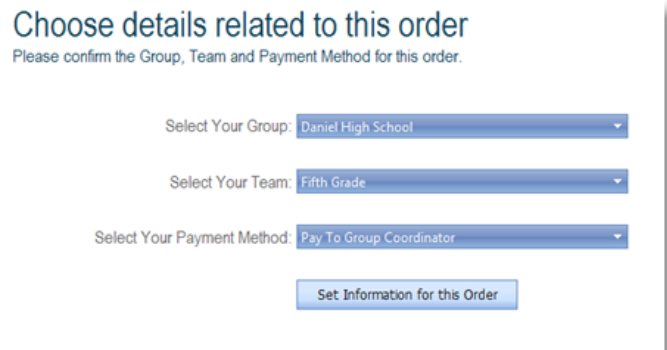


Placing Orders in ScripZone.com

1. To place New Order go to My Zone → My Orders → New Order from the menu bar.
You may also follow links directly from the Home Page via 'Place a New Order'.
2. With each New Order you will be prompted to:
 - a. Select your Group/Organization,
 - b. Select your Team within the Organization,
 - c. Select your Payment Method.
(see pages 11-13 for options)
 - d. Complete the form by selecting
“Set Information for this Order.”



The screenshot shows a web form titled "Choose details related to this order" with the instruction "Please confirm the Group, Team and Payment Method for this order." Below the title are three dropdown menus: "Select Your Group:" with "Daniel High School" selected, "Select Your Team:" with "Fifth Grade" selected, and "Select Your Payment Method:" with "Pay To Group Coordinator" selected. At the bottom of the form is a blue button labeled "Set Information for this Order".

Figure 6

These details are very important to your order. ScripZone allows you, as an Individual User to join or support multiple organizations. For example – you may purchase Scrip through one of your children’s Schools and also in support of another child for their Scout, Soccer, or Church Group. Orders may be designated and directed to support one group at a time.

Make Shopping Easy!

Before continuing with your order, please choose a method to conduct your shopping. Below is an explanation of each of the four ways offered. Figure 7 also shows that these explanations are available on ScripZone.com for easy access.

ScripZone brings additional new options to make your shopping experience even easier, from the convenience of your home!

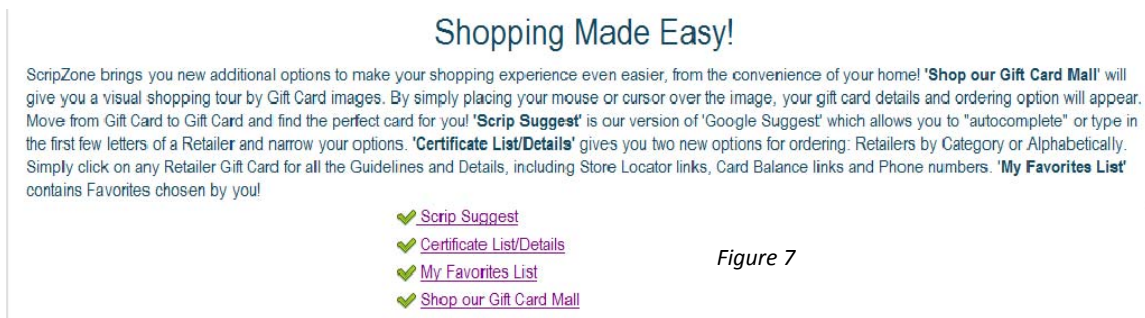


Figure 7

- **'Scrip Suggest'** is our version of 'Google Suggest' which allows you to "auto-complete" or type in the first few letters of a Retailer and narrow your options.
- **'Certificate List/Details'** gives you two new options for ordering: Retailers by Category or Alphabetically. Simply click on any Retailer Gift Card for all the Guidelines and Details, including Store Locator links, Card Balance links and Phone numbers.
- **'My Favorites List'** contains favorites chosen by you!
- **'Shop our Gift Card Mall'** will give you a visual shopping tour by Gift Card images. By simply placing your mouse or cursor over the image, your gift card details and ordering option will appear. Move from Gift Card to Gift Card and find the perfect card for you!

- When you know exactly what you want, you can shop quickly, directly from your Shopping Cart (Figure 8), which can be found in the upper right-hand corner of your screen.

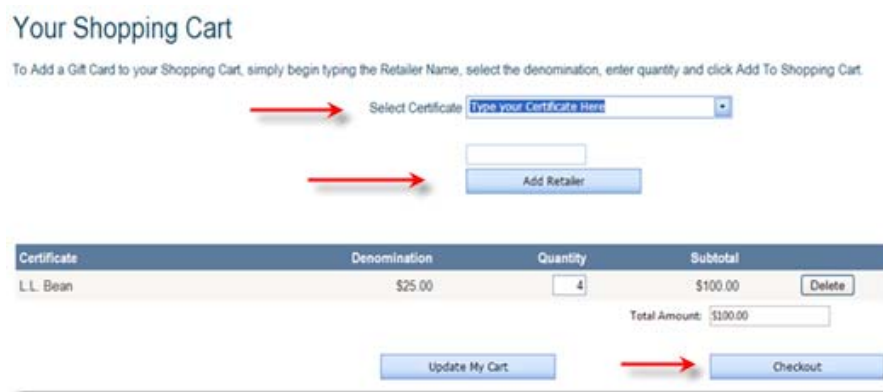


Figure 8

Checkout Process

1. Before you begin the checkout process, please take the time to glance through your order and make sure that you have ordered the correct cards, the correct denomination, and the correct quantity. If there is a problem, take one of the following steps to correct the error:
 - a. Incorrect Certificate or Denomination – Click on the delete button next to the card. At the top of your shopping cart, choose the correct card and quantity and then add it to your order.
 - b. Incorrect Quantity – Highlight the quantity that you need to change and enter the correct number of cards. Click on Update My Cart.
2. To begin your Checkout Process, just click the Shopping Cart to view your order, or go directly to Check Out option at the top right corner of your screen (Figure 9).



Figure 9

- Or from your shopping cart just click on your Check Out button (Figure 10).

Your Shopping Cart

To Add a Gift Card to your Shopping Cart, simply begin typing the Retailer Name, select the denomination, enter quantity and click Add To Shopping Cart.

Select Certificate

Add Retailer

Certificate	Denomination	Quantity	Subtotal	
A.J. Wright	\$25.00	<input type="text" value="2"/>	\$50.00	<input type="button" value="Delete"/>
Amoco	\$100.00	<input type="text" value="2"/>	\$200.00	<input type="button" value="Delete"/>
L.L. Bean	\$25.00	<input type="text" value="4"/>	\$100.00	<input type="button" value="Delete"/>

Total Amount:

Figure 10

ScripZone brings the powerful fundraising ability of UnitedScrip's program directly to your members, enabling them to order, pay and check the status of their orders with the ease of internet access. Once enrolled, your non-profit will have the opportunity to choose and establish payments and shipping options, organize webinars, post important information and experience to your group members and more.

3. Confirm Order by clicking *Place your Order* (Figure 11).

Order Check Out

Please confirm the details of your order below. The order will be held until your Group Coordinator releases all orders for fulfillment. At that time your order will be shipped directly to the Address of Record for your Organization. Please contact your Group Coordinator for details. Thank you for ordering from ScripZone.com ... your Fundraising Partner.

Certificate	Quantity	Subtotal
A.J. Wright	2	\$50.00
Amoco	2	\$200.00
L.L. Bean	4	\$100.00
		Total: \$350.00

Figure 11