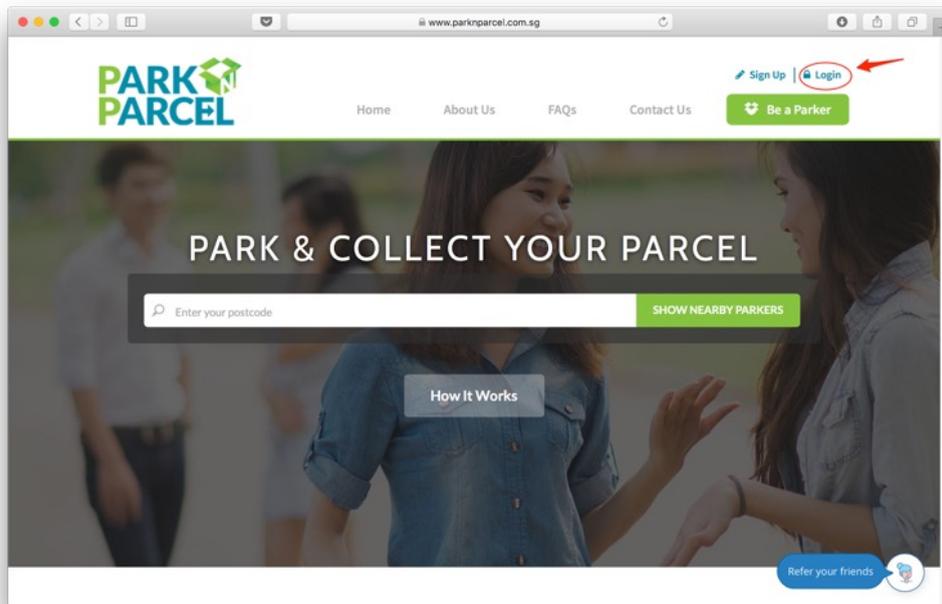


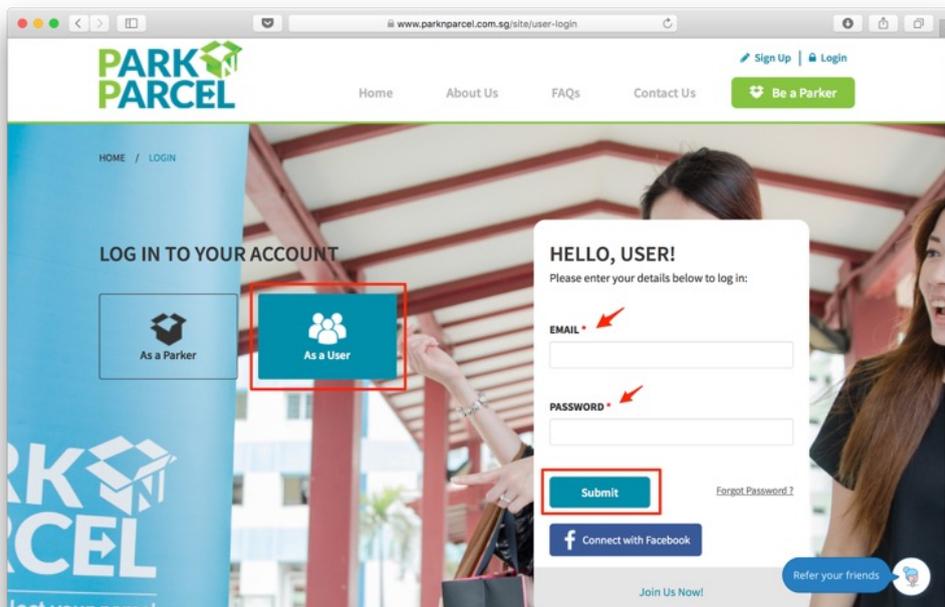
# USER'S GUIDE

## Login

Visit Park N Parcel at <https://www.parknparcel.com.sg>. Click Login at the top right-hand corner.



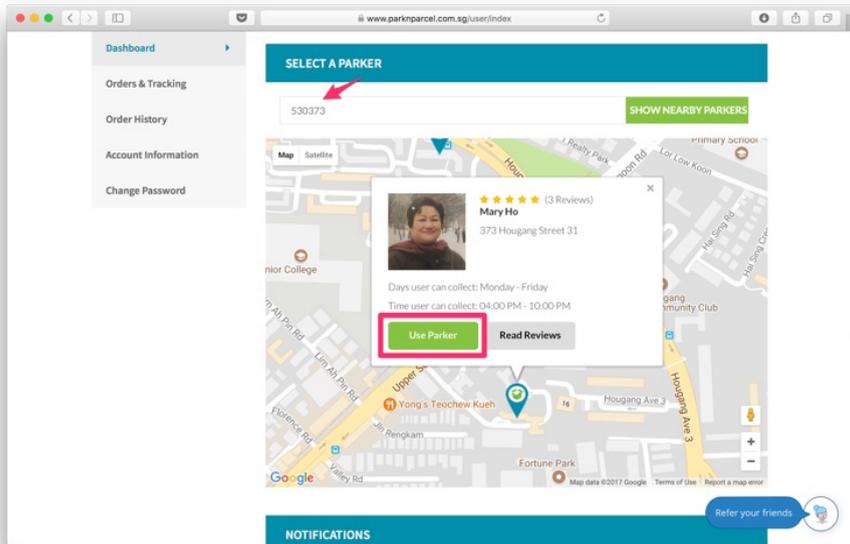
Key in your User login details.





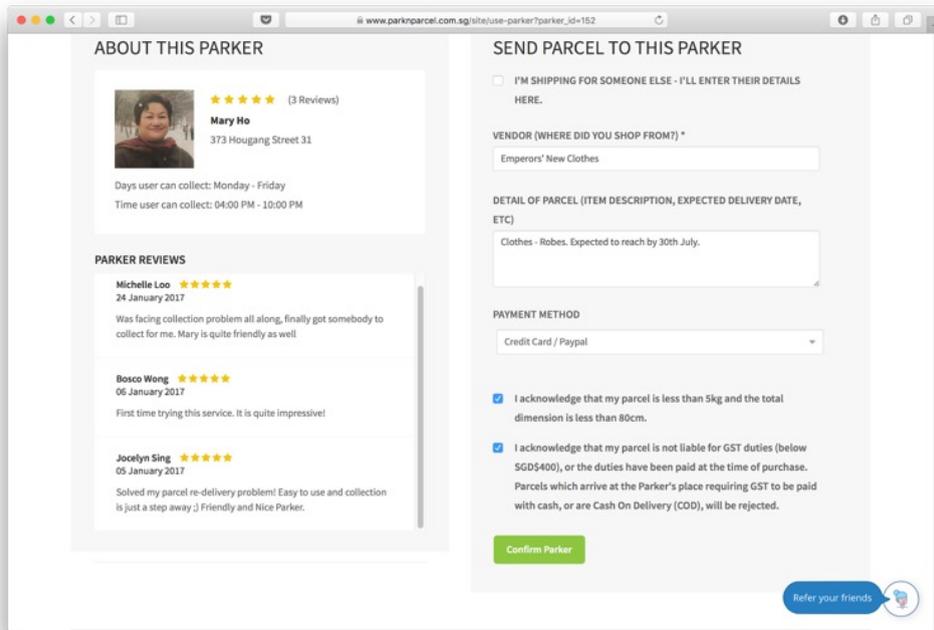
## Locate Parker

Search and locate a nearby Parker by entering your postal code on our website. The map will then zoom into to your area and show the closest Parkers to you. Select a Parker of your choice, and click [Use Parker](#) to continue.



## Select Parker

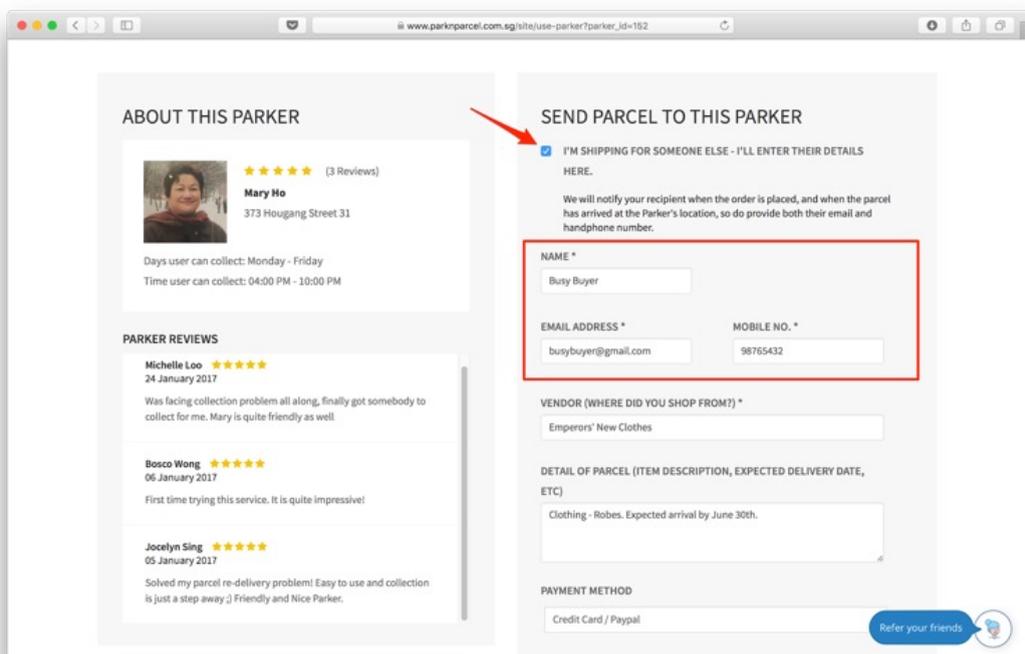
You may decide on a Parker based on their reviews by fellow users. Once selected, fill up your parcel details, and choose your mode of payment.



## Selecting Parker (for Sellers)

If you're a seller sending an item on behalf of your buyer, check I'm shipping for someone else, and fill in the buyer's details.

They will receive notifications about the Parcel delivery status as well.



Next, you will be re-directed to the Payment Page. You can select to pay by Credit/Debit Card, or by Apple Pay/Android Pay.

You will be booking Park N Parcel Collection Service for 1 Parcel at just **\$2.50!**

Complete your Order by choosing your payment method below:

Pay by Card

OR

If paying by card, fill up your card details in the popup that appears.

**Park N Parcel**  
Park N Parcel Collect Service for P...

Card number

MM / YY CVC

Remember me

Pay SGD2.50



## Complete Shopping Checkout

After payment, a confirmation page with the PNP ID for this parcel and the Parker's full address will be shown.

**Note:** Do remember to use the Parker's address as the Delivery Address, and to append the PNP ID to your Name during your shopping cart checkout.

Example postal address:

Busy Buyer PNP#123  
Blk 123 Shipping St  
Singapore 012345

## Complete Checkout (for Sellers)

Fill up the provided Parker's address as the Address on your parcel, and append the PNP ID to your Name in the address. Include your Recipient's Name as well.

Example postal address:

Busy Buyer C/O  
Mr. Seller PNP#123  
Blk 123 Shipping St  
Singapore 012345

The screenshot shows the PARK PARCEL website interface. At the top left is the logo. Navigation links include Home, About Us, FAQs, Contact Us, My Account, and Logout. A 'Be a Parker' button is also present. A green message states: 'Thank you for using our services. Please check your email for confirmation.' Below this is a table with three columns: PNP ID, ADDRESS, and POSTAL CODE. The PNP ID cell contains 'PNP#6'. Below the table is a 'Check Your Order' button. Further down, a section titled 'WHAT HAPPENS NEXT?' contains two steps: A) 'At your online retailer's checkout page, place the above PNP ID beside your last name.' and B) 'Use the above Parker's address as your delivery address.' To the right is a 'DELIVERY ADDRESS' form with fields for First Name (Victor), Last Name (Heng PNP#6), and Address (Blk 123 Shipping St, Singapore 012345). A red arrow points to the PNP#6 in the Last Name field. A 'Refer your friends' button is at the bottom right of the form.

PNP ID	ADDRESS	POSTAL CODE
PNP#6	Blk 123 Shipping St, Singapore 012345	012345

[Check Your Order](#)

### WHAT HAPPENS NEXT?

- A** At your online retailer's checkout page, place the above PNP ID beside your last name.
- B** Use the above Parker's address as your delivery address.

### DELIVERY ADDRESS

First Name: Victor

Last Name: Heng PNP#6

Address: Blk 123 Shipping St, Singapore 012345

[Refer your friends](#)

## View Orders

The status of the parcel can be checked from the Orders & Tracking tab.

If you have shipped the order for your buyer, you can see their details in the Details dropdown as well.

- MY ACCOUNT
- Dashboard
- Orders & Tracking**
- Order History
- Account Information
- Change Password

ORDERS & TRACKING

Orders From  Show All Show by Status:

ACTION	PNP NO.	PARKER	STATUS	ORDER DATE
<a href="#">Details</a>	PNP#7	Victor Heng	Shipping in Progress	29 June 2017
<div style="border: 1px solid red; padding: 5px; display: inline-block; margin-bottom: 5px;"> <b>Recipient Name:</b> Busy Buyer  <b>Recipient Email:</b> bakavic@gmail.com  <b>Recipient Mobile No:</b> 98338722         </div> <span style="color: red; font-size: small;">Details of your end recipient, if you selected "I'm shipping for someone else"</span> <b>Email Address:</b> pnpparker.5.bakavic@xoxy.net <b>Address:</b> Blk 11 Ang Mo Kio Ave 8, #01-111 <b>Postal code:</b> 569118 <b>Mobile No:</b> 98338722 <span style="color: red; font-size: small;">Parker's Mobile Number</span> <b>Vendor:</b> Emperors' New Clothes <b>Parcel Details:</b> Clothing - Robes. Estimated arrival by 30th June.				
<a href="#">Details</a>	PNP#6	Victor Heng	Shipping in Progress	29 June 2017
<a href="#">Details</a>	PNP#5	Victor Heng	Shipping in Progress	28 June 2017



## Pick up Parcel

Once the Parker has received your parcel, you will be notified via email and SMS. Please contact your Parker to find a suitable time to collect your parcel!



## After Collection

Once you have collected your parcel, click on the Collected button on the order. Do show the Completed status to your Parker to ensure a smooth transaction. Also, don't forget to leave a review for your Parker!

Parcels have a 5 day grace period at our Parkers' locations - you can track how long the parcel has been received, via the parcel status.

**ORDERS & TRACKING**

Orders From  [Show All](#) Show by Status

	ACTION	PNP NO.	PARKER	STATUS	ORDER DATE
<a href="#">Details</a>	Collected	PNP#7	Victor Heng	Awaiting User Collection (0 days ago)	29 June 2017

**Recipient Name:** Busy Buyer  
**Recipient Email:** [redacted]  
**Recipient Mobile No:** [redacted]

**Email Address:** pnparker.5.bakavic@xoxy.net  
**Address:** Blk 11 Ang Mo Kio Ave [redacted]  
**Postal code:** [redacted]  
**Mobile No:** [redacted]

**Vendor:** Emperors' New Clothes  
**Parcel Details:**  
Clothing - Robes. Estimated arrival by 30th June.