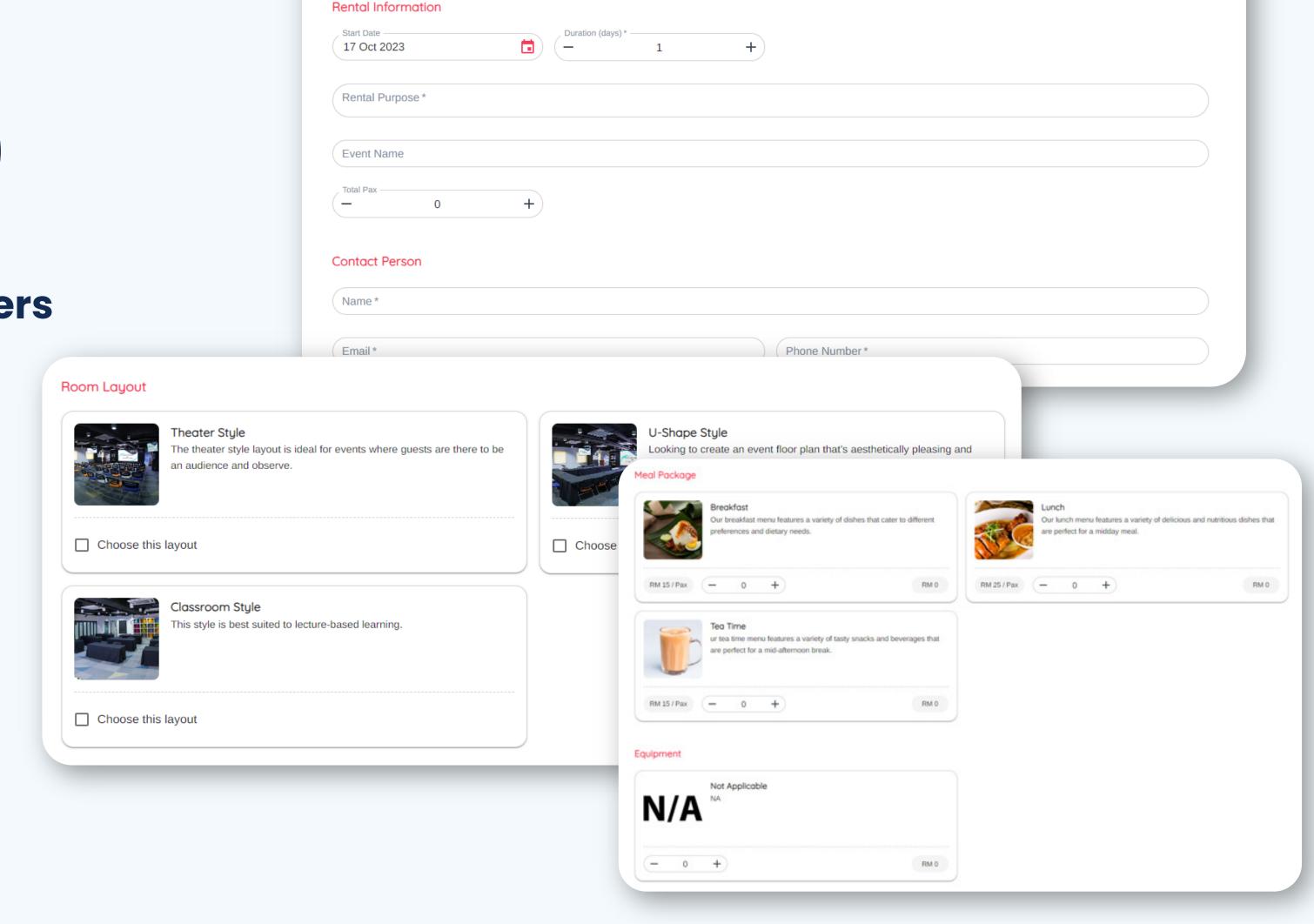
## Order Form (Facility Rental)

### Order Form to be filled up by users

- Rental Information
- Contact Person
- Room Layout
- Meal Package
- Equipment
- All done, click Check Out button



Order Form

Your order will be processed based on the information submitted and subject to the availability

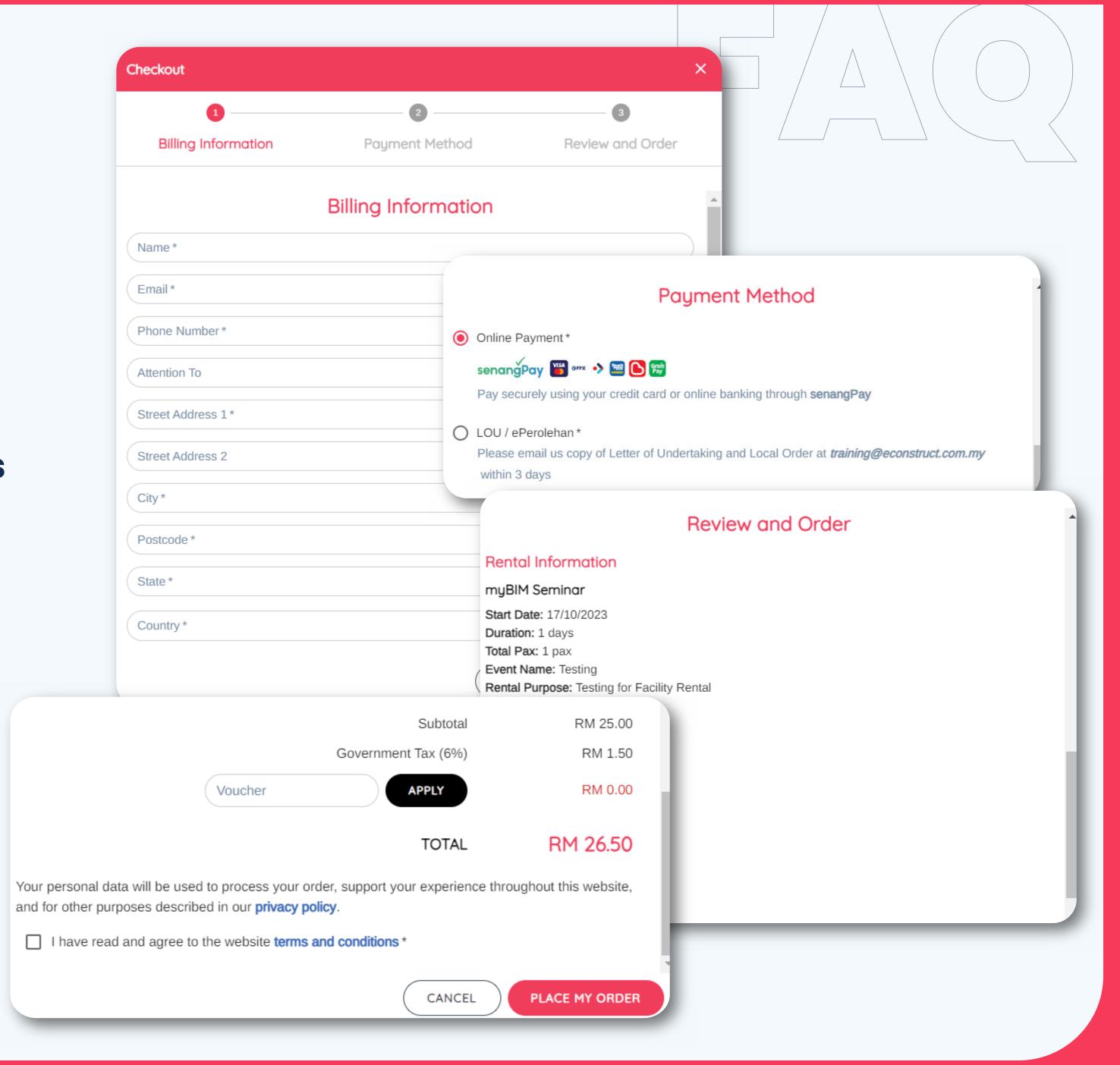


### 2. Checkout Form

### Checkout Form to be filled up by users

- Billing Information
- Payment Method
- Review and Order
- \*if there are any voucher number to fill in, click **Apply**
- Tick 'I have read and agree to the website terms and conditions' checkbox
- All done, click Place My Order button





# 3. My Orders (Invoice Not Ready)

### List of order:

• The invoice is not yet ready. Click on this card to check if it is ready.

Click on the card

(blue color with Order Status: Order Created)

### My Orders

Order Id 22140

Order Date 10 Oct 2023

Order Status Order Created

Nett Price RM 26.50

Invoice

i The invoice is not yet ready. Click on this card to try to check if it is now ready



# 4. My Orders (Quotation Ready)

### List of order:

• Your Quotation is ready. Click on this card to view the order details.

Click on the card

(red color with Order Status: Quotation Ready)

### My Orders

Order Id 22140

Order Date 10 Oct 2023

Order Status Quotation Ready

Nett Price RM 26.50

Invoice QUO/0940-2023/Q1001 (Quotation)

Your quotation is ready. Click on this card to view the order details



## 5. Order Summary Pay Now

Click **'Pay Now'** to proceed with payment process

### Order Summary

**PAY NOW** 

Total Price RM 25

Discounted Total Price RM 0

Nett Price RM 26.50

Voucher Code

Applied Voucher Value RM 0

Order Date 10 October 2023

Payment Method SenangPay

Order Status Quotation Ready

### **Billing Information**

Attention To

**Email** 

Name Liz K

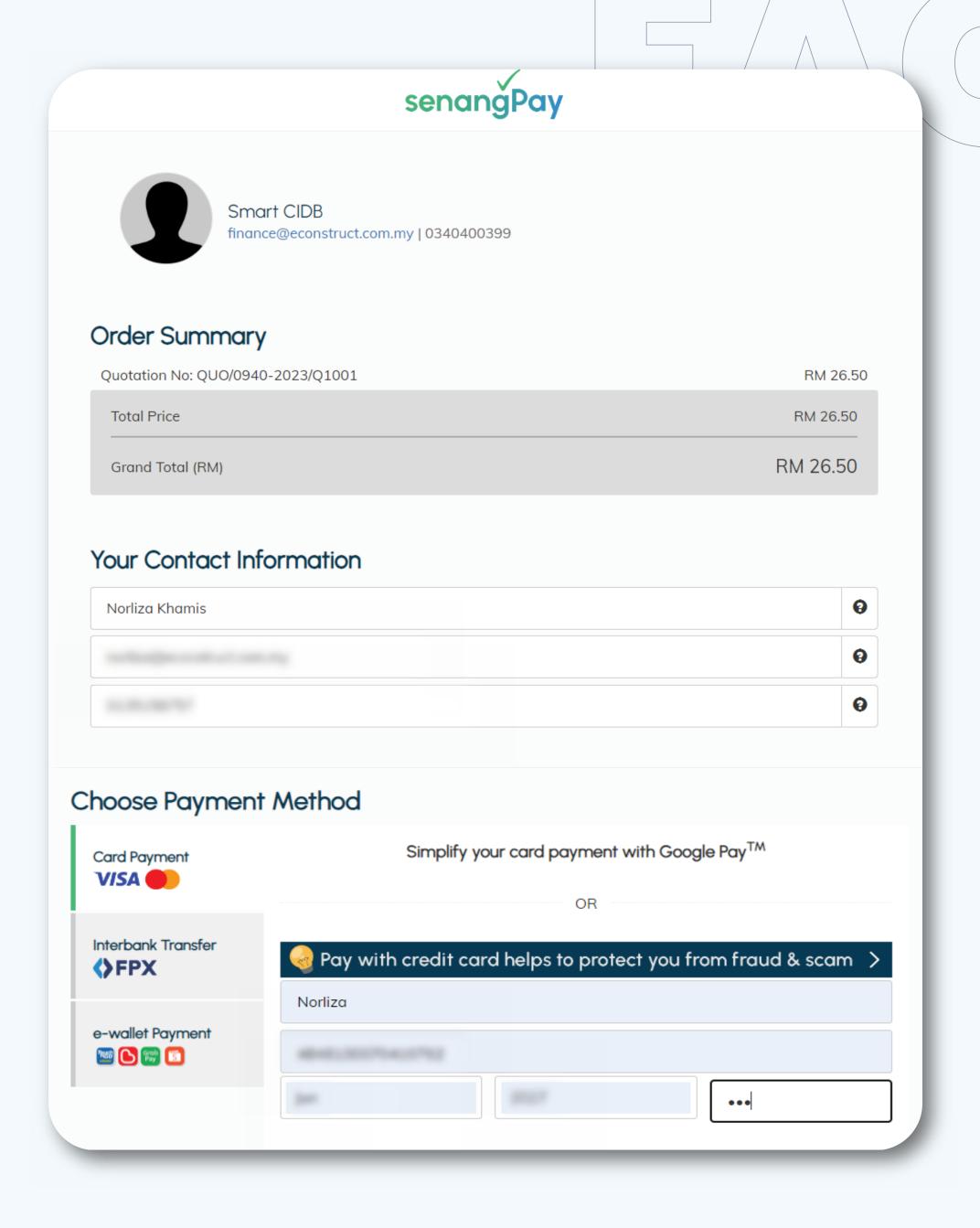
**Phone Number** 

Address



### 6. Senang Pay senang Pay

- Fill up **Your Contact Information**
- Choose Payment Method at SenangPay





### 7. Contact Us

Payment must be made a week before seminar/event.

You will receive **Venue Information VIA EMAIL** a week before the scheduled dates of the seminar/event(s).

If you have not received it by a week before the scheduled dates, please contact us at +603-4040 0399 or email to training@econstruct.com.my



