

SICPATRACE confirm stamp delivery (distributor)

Some states request or require distributors to confirm they have received a stamp order.

8 Steps

Created by

Robert Pence

Creation Date April 25, 2022 Last Updated April 25, 2022



STEP 1

Go to SICPATRACE web page and login as shown earlier

STEP 2

Click on Stamp Orders

Ex	cise Stamping System		
ORD	ERS		
	Stamp Orders	>	
REPORTS			
E	Shipped Order		
E	Applied Stamp		
E	Roll Usage		
RESC	DURCES		



STEP 3

Click on Manage Orders

Ex	cise Stamping System	
ORDI	ERS	
	Stamp Orders	~
	Manage Orders	
	Create Order	
REPORTS		
n	Shipped Order	
E	Applied Stamp	
n	Roll Usage	

STEP 4

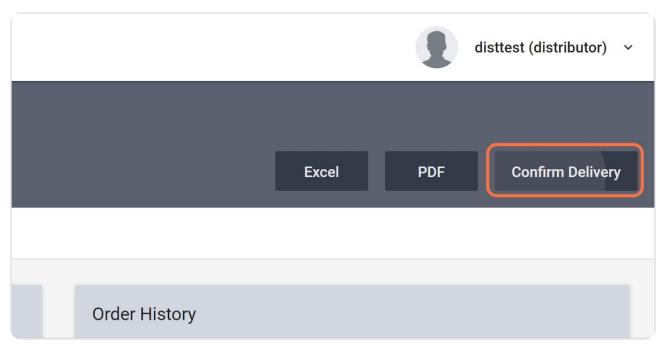
Click on a shipped order

ll Usage	102087	
CES	101552	
tice	82014	
ntact Us	81995	
er Guides		



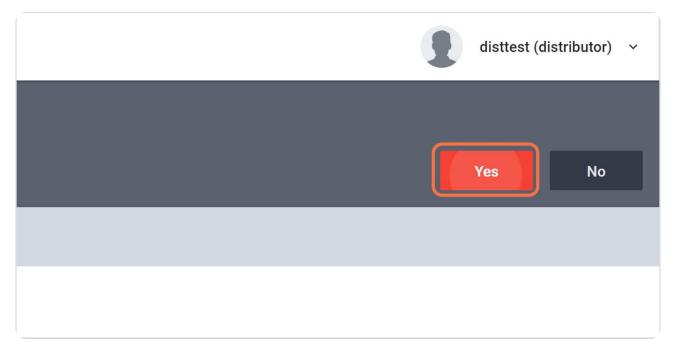
STEP 5

Click on Confirm Delivery



STEP 6

Click on Yes





STEP 7

Type password

ail					
ime			Delivery Address		
ber		Emai	I	_	
mber	User Authentica	tion			×
90	Please enter your password *				
		ок	Cancel		
Product					
S2 - MI-STATE Roll of 1,200 Stamps	2	2,400			
S1 - MI-STATE Roll of 30,000 Stamps	1	30,000			
	3	32,400			

STEP 8

Click on OK and order receipt is confirmed; now continue using web app or log out

	User Authentication								
	Please enter your password *								
		ок	Cancel						
Product									
oll of 1,200 Stamps	2	2,400							
of 30,000 Stamps	1	30,000							
	3	32 400							



