

SIMPLIFIED INSTRUCTIONS FOR VIEWING INVOICES

STEP ONE

The screenshot displays the NAPA PRO-link website interface. At the top, there is a navigation bar with links for HOME, ABOUT PROLINK, PARTNERS, SUPPORT, and CONTACT US. The main content area is divided into several sections:

- Login Section:** Located on the left, it includes a "Forgot Password" link, fields for "Username:" and "Password:", a "Remember Me" checkbox, and a "SUBMIT" button. A red arrow points to the "Login" text.
- New User Section:** Below the login section, it features a "REGISTER" button and a red arrow pointing upwards with the text "New User Register".
- HYBRID VEHICLE FACTS:** A green box containing text about hybrid vehicle projections and a call to action: "ARE YOU READY FOR THIS GROWING MARKET?".
- HYBRID DRIVE BATTERIES:** A section titled "COVERAGE FOR THE MOST POPULAR HYBRID VEHICLES ON THE ROAD TODAY!" featuring an image of a battery pack and a list of benefits.
- NAPA TRACS VIN Capture App:** A section with a hand holding a smartphone displaying the app interface, titled "NAPA TRACS VIN Capture App Now Available!".

At the bottom of the page, there is a footer with links for "Contact Us", "Feedback", and "Privacy", along with copyright information: "© 2016 National Automotive Parts Association | Powered by NAPA PartsPRO | 3.02.04.99A".

STEP TWO

The screenshot shows the NAPA ProLink website interface. The top navigation bar includes links for HOME, ESTIMATES, **ORDERS** (circled in yellow), SPECIALS, VEHICLES, PARTNERS, TOOLS, and HELP. A callout bubble labeled "1ST CLICK" points to the "ORDERS" link. Below the navigation bar, the left sidebar contains sections for "My NAPA AUTO PARTS Store" (Aloha Auto and Truck Parts), "Shopping Cart" (VIEW), "QUICK LABOR LOOKUP", and "My Tool Box" (listing various tools and services). The main content area is titled "Search For Parts" and includes a "Select Year" table, a "VIN Code" search field, and a "Quick Search" section with a "Part Number" field and radio buttons for "NAPA" and "Interchange".

Select Year					
2010	2000	1990	1980	1970	1960
2011	2001	1991	1981	1971	1961
2012	2002	1992	1982	1972	1962
2013	2003	1993	1983	1973	1963
2014	2004	1994	1984	1974	1964
2015	2005	1995	1985	1975	1965
2016	2006	1996	1986	1976	1966
	2007	1997	1987	1977	1967
	2008	1998	1988	1978	1968
	2009	1999	1989	1979	1969

This search process will only deliver results from the stores that you have NAPA ProLink set up in. If you or your employees purchase items from any of our other stores, please let us know and we will get you set up on ProLink for those stores as well. That will give you

STEP THREE

The screenshot shows the NAPA ProLink website interface with the "ORDERS" menu item circled in yellow. A callout bubble labeled "2ND CLICK" points to the "ORDERS" link. Below the navigation bar, the left sidebar contains sections for "My NAPA AUTO PARTS Store" (Aloha Auto and Truck Parts), "Shopping Cart" (VIEW), and "My Tool Box". The main content area is titled "Submitted Orders" and includes a "Select Year" table, a "VIN Code" search field, and a "Quick Search" section. The "ORDERS" link is circled in yellow, and a callout bubble labeled "2ND CLICK" points to it.

Select Year					
2010	2000	1990	1980	1970	1960
2011	2001	1991	1981	1971	1961
2012	2002	1992	1982	1972	1962

STEP FOUR



Find NAPA Invoices CLEAR ALL

Invoice Number: Equals

PO Number: Equals

Part Number: Contains

Part Description: Contains

Line Code: Contains

Transaction Type: All

Invoice Amount

Exact Amount:

Minimum Amount:

Maximum Amount:

Invoice Date

Exact Date: mm/dd/yyyy

Begin Date: 04/01/2015 mm/dd/yyyy

End Date: 01/14/2016 mm/dd/yyyy

Stores: All

SUBMIT

The search will retrieve the 100 most recent documents that match your search criteria and show the most recent first.

Find NAPA Statements CLEAR ALL

Start Month: January, 2016

End Month:

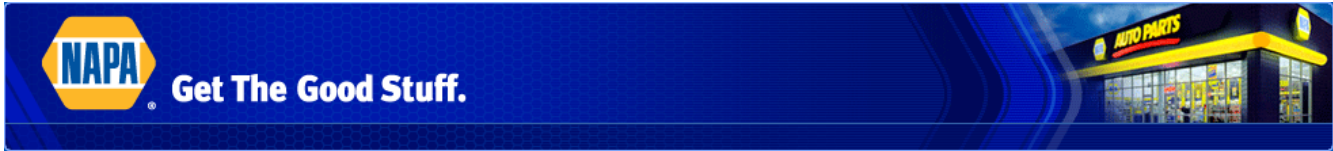
Stores: Scappoose Auto and Truck Parts - P.O. Box 669

SUBMIT

The search will retrieve the 100 most recent documents that match your search criteria and show the most recent first.



STEP FIVE



NAPA Invoices [RETURN TO SEARCH PAGE](#)

Select All **PRINT** *Print*

Select To Print	Invoice Date	Invoice Number	Amount	PO Number	Store
<input checked="" type="checkbox"/>	2015-01-04	459390	38.45		Scappoose Auto and Truck Parts - P.O. Box 669
<input checked="" type="checkbox"/>	2014-12-10	455684	24.16		Scappoose Auto and Truck Parts - P.O. Box 669

Select

REPEAT: This search process will only deliver results from the stores that you have NAPA ProLink set up in. If you or your employees purchase items from any of our other stores, please let us know and we will get you set up on ProLink for those stores as well. That will give you complete search results for all of your invoices.

If for any reason you need assistance during this process, don't hesitate to call.

503.543.5095

Ask for help in setting up your NAPA ProLink Account.