

RCS Stamps Help

1. After arriving at the home page, click on the buy stamps button to begin looking for stamps. Please note the upper right hand portion of the screen contains the shopping cart icon and the indicator of how many items are in the cart. Items will remain in cart (even from prior days visit) until cleared.



2. Search on Stamps – Any or all of the fields below can be used to search our database of stamps. You may choose to search by Scott range, by entering the start number and ending number, just the start number or leave blank. Or you can search by stamp category by choosing from the "In Category" drop down menu. This menu will allow you to drill down to sub categories. The menu is organized into three levels. The first level is stamps/supplies. Select one of these main categories and the menu changes to the second level. If you select "stamps", the second level lists major categories (U.S., British Commonwealth, etc.). Select a major category and the menu changes to the third level. This level lists individual countries or smaller subdivisions. After choosing the selection from the last level of the drop down menu, then enter in the Scott No.'s (see Help Item 4) and click on enter to submit the search criteria. The clear button will clear entries and levels. We recommend you use Help Items 3 & 4 to change major categories or divisions within the major categories.



Buy Stamps

Optional

Please enter your criteria below to generate a list of matching items.

Scott No. Range through In Condition(s) Mint Used

For Inventory Added In Category

Please enter your criteria below to generate a list of matching items.

Scott No. Range through In Condition(s) Mint Used

For Inventory Added In Category

3. To change major categories or countries/subdivisions, click on the appropriate item in the "In Category" box and the drop down menu will appear. For instance, clicking on "Stamps" will produce the major category menu and clicking on "British Commonwealth" will produce the countries menu. Then use the range number selection process as described in Help Item 4.

Buy Stamps

Scott No. Range through In Condition(s) Mint Used

For Inventory Added In Category







| Category | Scott # | Condition | Description | Price | |
|-----------------------------|---------|-----------|------------------------|----------|--|
| Stamps / Brit. CW / Bahamas | 2 | U vf | | \$175.00 | |
| Stamps / Brit. CW / Bahamas | 2a | U vf | pen cancel, nice color | \$140.00 | |
| Stamps / Brit. CW / Bahamas | 4 | U mf | | \$312.50 | |

Buy Stamps

Scott No. Range through

For Inventory Added In Condition(s) Mint Used

In Category

| Category | Scott # | Condition | Description | Price | |
|-----------------------------|---------|-----------|------------------------|----------|---|
| Stamps / Brit. CW / Bahamas | 2 | U vf | | \$175.00 |   |
| Stamps / Brit. CW / Bahamas | 2a | U vf | pen cancel, nice color | \$140.00 |   |
| Stamps / Brit. CW / Bahamas | 4 | U vf | | \$312.50 |   |

Stamp Images – When images are available a small camera icon appears next to the buy button. Click on the icon to open a small window with the stamp image. Not all stamps have images available.

4. Searching by Scott Number – To search by a Scott number range, enter the beginning Scott number in the first box, and the ending Scott number in the second. You may also just enter the first (or only) Scott number you are looking for in the left box to start your search at that point. Leaving the Range blocks blank will allow you to search all stamps listed in that particular category. “Inventory added”, “In Conditions”, and “In Category” are optional.

Scott No. Range through


For Inventory Added In Condition(s) Mint Used

In Category

5. Adding Stamps to Cart – To add a stamp displayed in search results, simply click on the “buy” button.

Buy Stamps

| | | | | | | |
|---|---------------------|---------|----|-----------------|-------------------------------|-------------------------------|
| Scott No. Range | 12 | through | 55 | In Condition(s) | <input type="checkbox"/> Mint | <input type="checkbox"/> Used |
| For Inventory Added | At Any Time | | | | | |
| In Category | Stamps / Select ... | | | | | |
| <input type="button" value="ENTER"/> <input type="button" value="CLEAR"/> | | | | | | |

| Category | Scott # | Condition | Description | Price | |
|------------------------|---------|-----------|-------------|--------|---|
| Stamps / Amer / Bhutan | 31-3 | M vf | | \$1.65 |  |
| Stamps / Amer / Bhutan | 47-52 | M vf | | \$1.75 |  |

- Remove stamps from cart – Click on the “remove button to remove a stamp from already added to your cart. The buy button toggles to “remove” when an item is added to cart.

Buy Stamps

| | | | | | | |
|---|---------------------|---------|----|-----------------|-------------------------------|-------------------------------|
| Scott No. Range | 12 | through | 55 | In Condition(s) | <input type="checkbox"/> Mint | <input type="checkbox"/> Used |
| For Inventory Added | At Any Time | | | | | |
| In Category | Stamps / Select ... | | | | | |
| <input type="button" value="ENTER"/> <input type="button" value="CLEAR"/> | | | | | | |

| Category | Scott # | Condition | Description | Price | |
|------------------------|---------|-----------|-------------|--------|---|
| Stamps / Amer / Bhutan | 31-3 | M vf | | \$1.65 | <input type="button" value="Remove"/> |
| Stamps / Amer / Bhutan | 47-52 | M vf | | \$1.75 |  |

- Moving through search results. When the page is long, the results are broken down into multiple web pages. You can choose how many results to display per page. Arrow one shows the current page, arrow two, how many results per page, and arrow three is another way to go to the next page. You may also move through search results by changing the beginning Scott. No. in the Range block at the top of the screen. Click on the left Range block, erase or backspace out the current number and type in your new number. This will start a listing of the results from that number.

| | | | | |
|---|----|------|--------|--|
| Stamps / Brit. CW / Aden, Quaiti | 35 | M vf | \$0.35 | |
| Stamps / Brit. CW / Aden, Quaiti | 36 | M vf | \$0.35 | |
| Showing page <input type="text" value="1"/> of 72 with up to <input type="text" value="100"/> entries per page, 7,183 entries total. <input type="button" value="Refresh"/> | | | | |

1 ↑
2 ↑
3 →

These instructions are found at the bottom of every search results page.

To change the number of records shown on a page, please edit the text box in front of "entries per page" and press the Refresh button. To move between pages, either click on the left or right double arrows or change the number in the "Showing page" text box and press the Refresh button. Note: double arrows only appear when there is a next or previous page to go to.

8. Shopping Cart Page – In the upper right hand corner of the screen is the shopping cart icon. Click on the cart icon to go to the Shopping Cart page.



9. The Shopping Cart has two buttons , continue shopping and checkout.

Shopping Cart

| Category | Scott # | Condition | Description | Price | |
|--|---------|-----------|-------------|--------|---------------------------------------|
| Stamps / Amer / Bhutan | 31-3 | M vf | | \$1.65 | <input type="button" value="Remove"/> |
| Stamps / U. S. / Air Post | C7 | U vf | | \$0.20 | <input type="button" value="Remove"/> |
| Stamps / WW / German Occupation | 9N190 | U vf | | \$2.40 | <input type="button" value="Remove"/> |
| <input type="button" value="Continue Shopping"/> <input type="button" value="Print Page"/> <input type="button" value="CHECKOUT"/> | | | | Total: | \$4.25 3 items |

10. The checkout button links to the new customer registration/login screen. New users must fill out the registration. Existing users can login to avoid having to reenter contact information. Remember or write down your password as you will need it for login. If you forget your password, click on the "Forgot your password?" box and your password will be emailed to you. You can select the "Continue Shopping" button and the site will return to the "Buy Stamps" area. Your previous selections will be saved until you go to "Checkout". You may click the "Print Page" button at any time to get a hard copy of your sections to this point.

If you have previously made a purchase from RCS Stamps, please click on the following button and log in to continue your purchase.

LOG IN

The registration form contains the following fields and sections:

- Email: Text input field
- Password: Text input field
- Password Confirmation: Text input field
- Please check this checkbox if you would like to be on our mailing list. You may remove yourself from the list at any time.
- First Name: Text input field
- Last Name: Text input field
- Billing Information**
- Address: Text input field
- City: Text input field
- State / Province: Dropdown menu
- ZIP / Postal Code: Text input field
- Country: Dropdown menu (United States)
- Shipping Information** copy from billing information
- Address: Text input field
- City: Text input field
- State / Province: Dropdown menu
- ZIP / Postal Code: Text input field
- Country: Dropdown menu (United States)

Red arrows in the image point to the Email field and the LOGIN button.

11. Existing Users Login - Existing users who have already registered can login without registering again.

Information

If you have previously made a purchase from RCS Stamps, please click on the following button and log in to continue your purchase.

LOG IN

12. Forgot Password – If you have forgotten your password, click on the login button, then on the next screen, click on the forgot password link. Your password will be emailed to the email address you entered, if it is found in the database. IF

your email address is not found, perhaps you used a different address when registering.

Please enter your email address and password below to verify your identity.

| | |
|----------|--|
| Email | <input type="text" value="henry@hugemedia.com"/> |
| Password | <input type="password" value="*****"/> |

[Click here if you forgot your password.](#)

Please enter your email address below so that your password may be sent to you.

| | |
|-------|----------------------|
| Email | <input type="text"/> |
|-------|----------------------|

13. Checkout Page #2 – Please note the statement below regarding payment by check, money order or PayPal.

If paying by check, money order or PayPal, do not send payment until your order amount is confirmed by email. For PayPal, send your payment to:

bstolz308@comcast.net

| | | | |
|--------------------|---|----------------------|----------|
| Payment Type | <input type="button" value="Please Select..."/> | <input type="text"/> | |
| Credit Card Number | <input type="text"/> | | Comments |
| Expiration Date | <input type="button" value="v"/> / <input type="button" value="v"/> | | |
| Name on Card | <input type="text"/> | | |