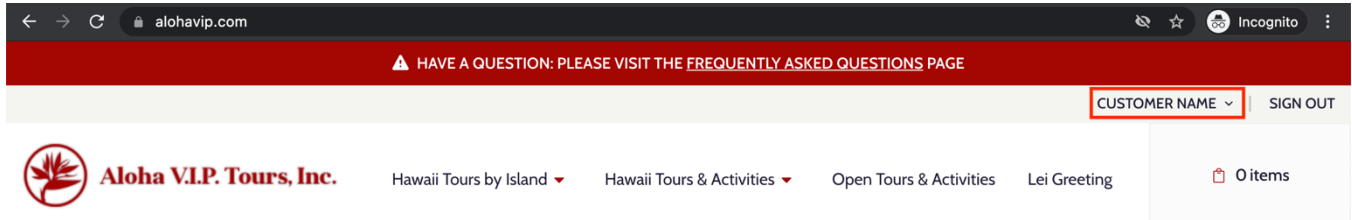
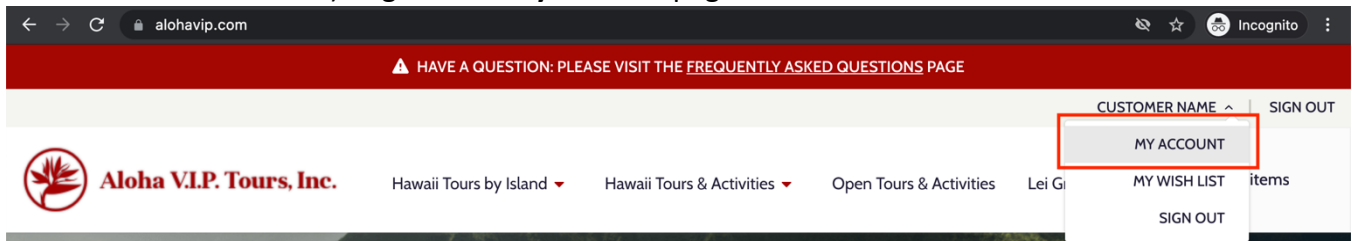


How To View My Orders on the Website

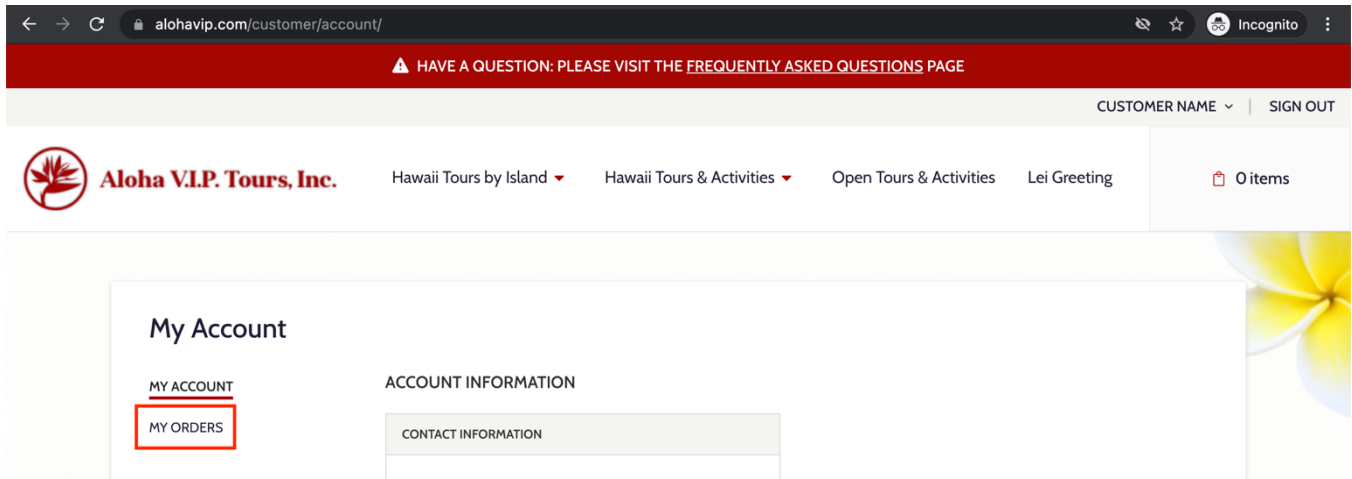
1. Sign into your Aloha V.I.P. Tours account
2. Click on your name located near the top of the page to display the account options (highlighted in red in the screenshot below)



3. In the expanded menu, click on the **MY ACCOUNT** menu item (highlighted in red in the screenshot below) to go to the **My Account** page



4. On the **My Account** page, click on the **MY ORDERS** link in the left sidebar (highlighted in red in the screenshot below) to go to the **My Orders** page



5. On the **My Orders** page, a list of your past orders will display (as seen in the screenshot below) with order information such as Order #, Date, Order Total, and Status

← → ↻ alohavip.com/sales/order/history/ Incognito

△ HAVE A QUESTION: PLEASE VISIT THE [FREQUENTLY ASKED QUESTIONS PAGE](#)

CUSTOMER NAME ▾ | SIGN OUT

Aloha V.I.P. Tours, Inc. Hawaii Tours by Island ▾ Hawaii Tours & Activities ▾ Open Tours & Activities Lei Greeting 0 items

My Orders

MY ACCOUNT

MY ORDERS

ADDRESS BOOK

ACCOUNT INFORMATION

Order #	Date	Ship To	Order Total	Status	Action
00000XXXX	2/24/21		\$144.24	Complete	View

1 Item

Show 10 ▾ per page

6. To view an order's details, click on the **View** link in the **Action** column (highlighted in red in the screenshot below)

My Orders

MY ACCOUNT

MY ORDERS

ADDRESS BOOK


ACCOUNT INFORMATION

Order #	Date	Ship To	Order Total	Status	Action
00000XXXX	2/24/21		\$144.24	Complete	View


1 Item

Show 10 ▾ per page

7. On the order details page, you can get more detailed order information such as activity names, activity dates, and order total (an example order details page in screenshot below)

 **Aloha V.I.P. Tours, Inc.**

[Hawaii Tours by Island](#) ▾ [Hawaii Tours & Activities](#) ▾ [Open Tours & Activities](#) [Lei Greeting](#)

 0 items

Order # 00000XXXX COMPLETE

February 24, 2021

[Print](#)

MY ACCOUNT

MY ORDERS

ADDRESS BOOK

ACCOUNT INFORMATION

Items Ordered

Invoices

Product Name	SKU	Price	Qty	Subtotal
Example Tour — Example Venue	an-	\$142.25	Ordered: 1	\$142.25
Adult XXXXX exampletour XXXX 1	example- tour			
Select Your Date				
Aug 3, 2021				