

## How to Use Your Personal Balance on Printpoint

If you have a personal balance on your Printpoint account, you can use it to pay for your orders easily. Follow these simple steps:

### Step 1: Log in to Your Account

- Go to [Printpoint.ie](https://www.printpoint.ie) and log in to your account.
- Click on your **Profile** at the top right corner.
- Check your **Personal Balance** under "Account" to see the available amount.

The screenshot shows the Printpoint website interface. At the top, there is a navigation bar with links for Store location, Payment and delivery, Reviews, and Contacts. The Printpoint logo is on the left, and contact information (Email Us: info@printpoint.ie, Phone: (083) 01-00-354, (061) 97-50-51) is on the right. A user profile icon is highlighted in green, with a red arrow pointing to it. Below the navigation bar, there is a menu with categories: All products, Occasions, Photo Slates, Film developing, Fine art services, Photo printing, Wall art, Photo gifts, and for business. The main content area shows the user's account page for Alex Kuzau. The account details include Email (info@printpoint.ie), Phone (+353 (830)100534), Name (Alex), and Surname (Kuzau). There are links for Change Password and Log out of profile. A checkbox for "I want to receive system notifications by email" is checked. The Personal account balance is 15,05 €, which is circled in red. Below the balance, there are links for Refill Balance and Balance history.

### Step 2: Place Your Order

- Add the products you want to purchase to your cart.
- Proceed to checkout.

### Step 3: Use Your Balance at Checkout

- In the **Payment** section, tick the box that says **“Make payment from personal account.”**
- If your balance covers the total cost, the order will be paid fully from it.
- If your balance is lower than the total, you can pay the remaining amount via card or another method.

Store location      Payment and delivery      Reviews      Contacts

**printpoint**      Email Us [info@printpoint.ie](mailto:info@printpoint.ie)      (083) 01-00-354, (061) 97-50-51      Profile, Orders, Sign Out

All products      Occasions      Photo Slates      Film developing      Fine art services      Photo printing      Wall art      Photo gifts      For business

Product ✓      Price ✓      Design ✓      Basket ✓      Delivery ✓      **Payment** ✓

### Order payment # 5262358

Make payment from personal account  
Personal balance: 15,05 € (will be charged 15,05 €)

Card payment

Total: 9,95 €

**Pay**

#### Step 4: Confirm & Complete Your Order

- Click **Pay** to complete your transaction.
- You'll receive a confirmation email once your payment is processed.

#### Need Help?

If you have any questions or issues using your balance, feel free to contact our support team at [info@printpoint.ie](mailto:info@printpoint.ie) or call us at (083) 01-00-354 / (061) 97-50-51.