



# **BEND-LAPINE Payment Portal**

## **Touch Base – online payments**

**Newspaper Ad:    *The Summit Pinnacle***

<https://touchbase.bend.k12.or.us/>

**NON-Parents (Guest User)** *Towards bottom of page*

### **CREATE GUEST USER ACCOUNT:**

**Shop:** Items At All Schools

**School Type:** High Schools

**Select:** Summit High School



- Categories – **Newspaper AD**
- Select your Ad Size = Buy
- Proceed check out = upper right corner

**Thank you for your support!**

### **Reports:**

- ✓ Purchase History
- ✓ Reprint Receipts
- ✓ Account History

