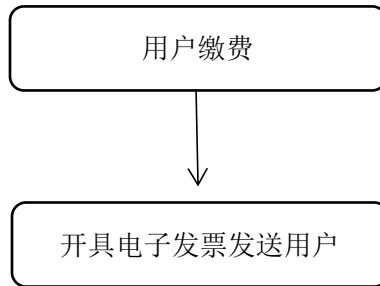


# 开具电子发票的操作流程说明

## 一、柜台缴费获取电子发票流程



## 二、线上申请

登陆周口市天然气有限公司官网 <http://www.zktrq.com>，  
点击网上营业厅→预约服务→填写具体开票内容→开具发  
票→查询结果并下载

### 1、网上填写

The screenshot shows the '网上营业厅' (Online Business Hall) interface. On the left is a navigation menu with options like '网上营业厅', '在线缴费', '价格公示', '在线预约', '预约查询', and '投诉留言'. The main content area is titled '周口天然气预约服务' (Zhoukou Natural Gas Appointment Service). It includes a welcome message, a reservation number 'wz202202002185', and a service content dropdown menu with '预约开票' (Appointment Billing) selected. Below this are fields for '所属公司' (Company: 周口), '联系人' (Contact: 周口市机关事务管理局), and '联系电话' (Contact Number: 16603945901). A '说明' (Note) section contains the text: '在2021-12-15 缴费10000元，请开具普通发票，直接发到手机上' (On 2021-12-15, pay 10000 yuan, please issue a general invoice, sent directly to the mobile phone). A green '提交' (Submit) button is at the bottom.

## 2、网上查看结果



## 3、手机接收下载

