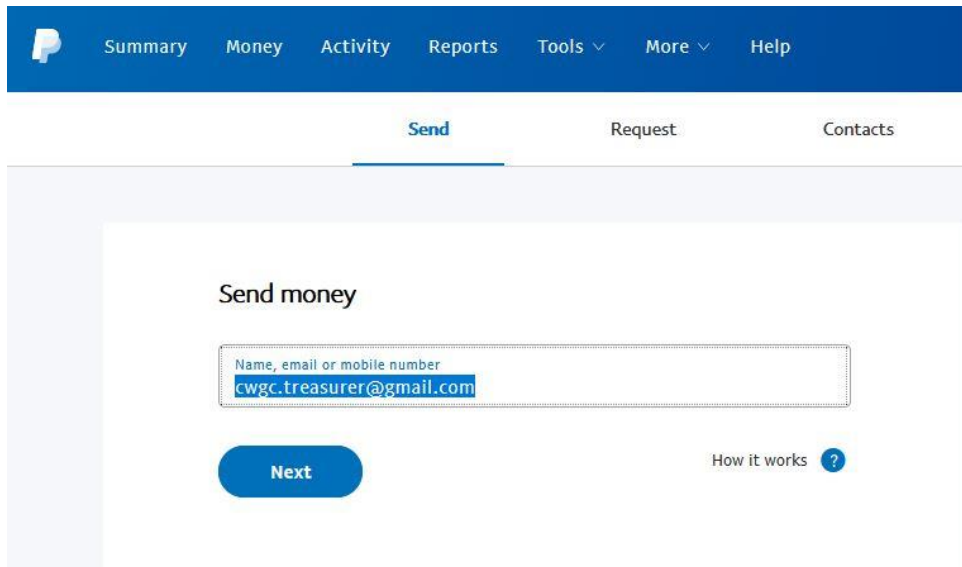


Payments using PayPal to send funds to Colonel William Grayson Chapter SAR

Note: You must have a PayPal account to pay this way.

1. Go to paypal.com and login.
2. Click on top menu item "Tools". Select "Send Money".
3. Enter cwgc.treasurer@gmail.com as email.



The screenshot shows the PayPal 'Send money' interface. At the top, there is a dark blue navigation bar with the PayPal logo and menu items: Summary, Money, Activity, Reports, Tools (with a dropdown arrow), More (with a dropdown arrow), and Help. Below this, there are three tabs: Send (which is selected and highlighted in blue), Request, and Contacts. The main content area is titled 'Send money' and contains a text input field with the placeholder text 'Name, email or mobile number' and the email address 'cwgc.treasurer@gmail.com' entered. Below the input field is a blue 'Next' button and a link 'How it works' with a question mark icon.

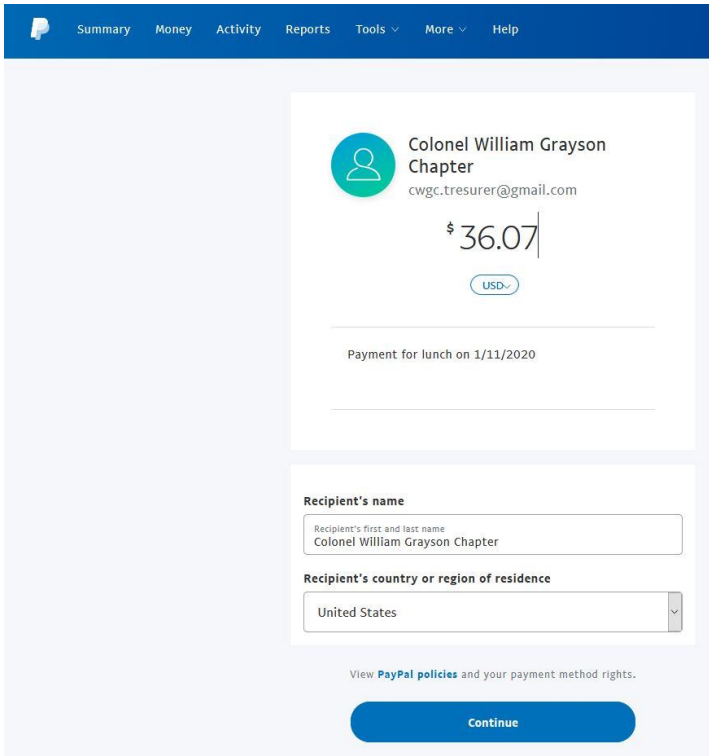
4a. The Chapter will be charged fees for each transaction you make. We are asking that you cover these costs rather than pass onto the Chapter. The fees are 2.9% of the amount plus 30 cents per transaction.

The following example is a payment for one of our lunch meetings. The lunch cost is \$35. So the fees are \$1.02 plus 30 cents or \$1.32. Therefore the amount to send is \$36.32.

Another example would be payment of typical annual dues of \$81.00. In this case the fees would be \$2.35 plus 30 cents or \$2.65. So at least \$83.65 should be sent.

Note: Members paying annual dues living out of state are exempt from fees and should send only net amount of membership fees due.

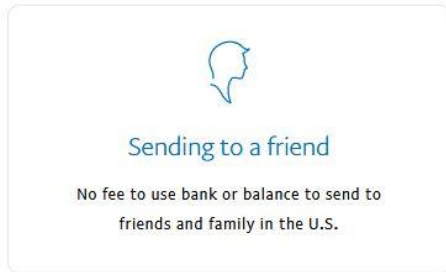
4b. Enter (a) amount to send, (b) what payment is for, (c) and Recipient's name.



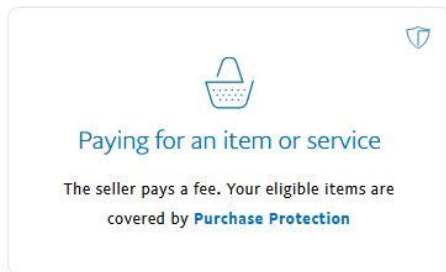
The screenshot shows the PayPal payment entry interface. At the top, there is a navigation bar with links for Summary, Money, Activity, Reports, Tools, More, and Help. The main content area displays the sender's profile: Colonel William Grayson Chapter, with the email address cwgc.treasurer@gmail.com. The payment amount is \$36.07, with a currency selector set to USD. Below the amount, the payment description is "Payment for lunch on 1/11/2020". The recipient information section includes a text input field for the recipient's name, which contains "Colonel William Grayson Chapter", and a dropdown menu for the recipient's country or region of residence, which is set to "United States". At the bottom, there is a link to view PayPal policies and a blue "Continue" button.

5. Click on "Paying for an item or service".

What's this payment for?



This option is represented by a blue icon of a person's head in profile. The text reads "Sending to a friend" in a blue font, followed by "No fee to use bank or balance to send to friends and family in the U.S." in a smaller black font.



This option is represented by a blue shopping basket icon and a shield icon in the top right corner. The text reads "Paying for an item or service" in a blue font, followed by "The seller pays a fee. Your eligible items are covered by Purchase Protection" in a smaller black font.

6. You will be asked to complete the transaction and then will see a confirmation.