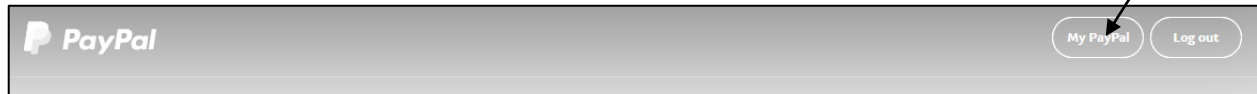
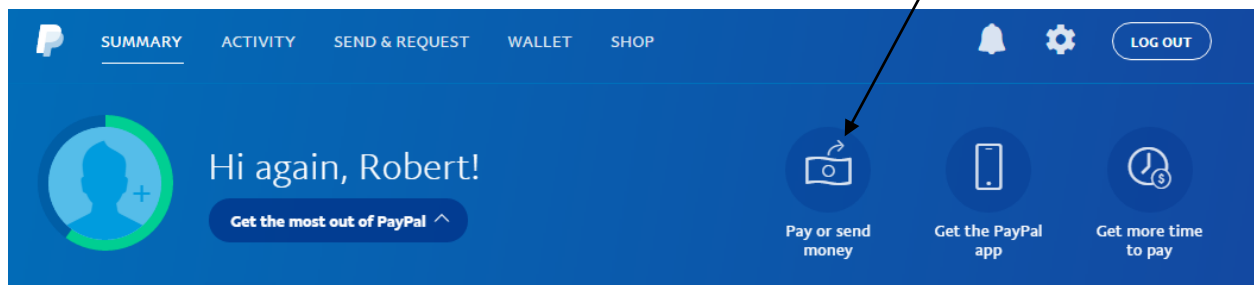


Instructions for Electronic Payments to Haverford Choral Association via PayPal

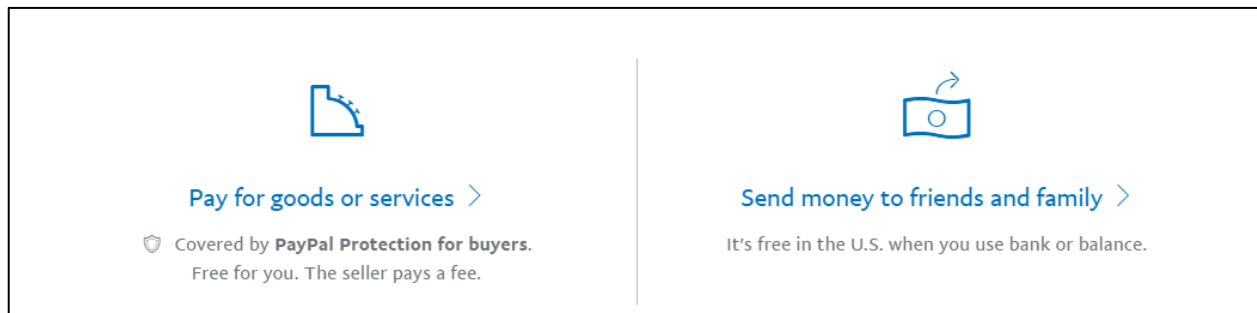
1. Open the PayPal website using the following link: www.paypal.com
2. Login to your personal PayPal account. If you do not have a PayPal account it is very easy to create one. Simply follow the on-screen directions for doing so.
3. Once logged into your PayPal account select the “My PayPal” button at the top of the screen.



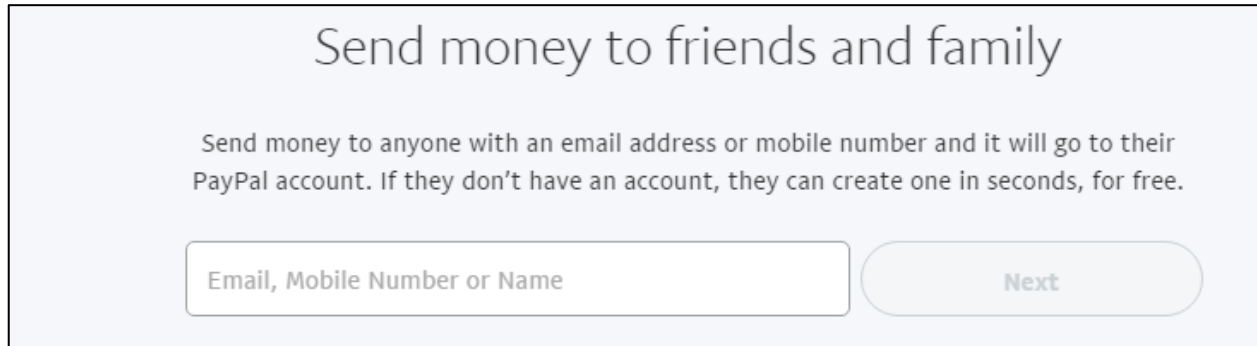
4. On the main screen that appears after selecting “My PayPal” you next want to select the button called “Pay or Send Money”.



5. Next, select “Send money to friends and family”.



6. On this next screen you must enter the newly created email address for the Haverford Choral Association which is as follows: hcatreasurer104@gmail.com



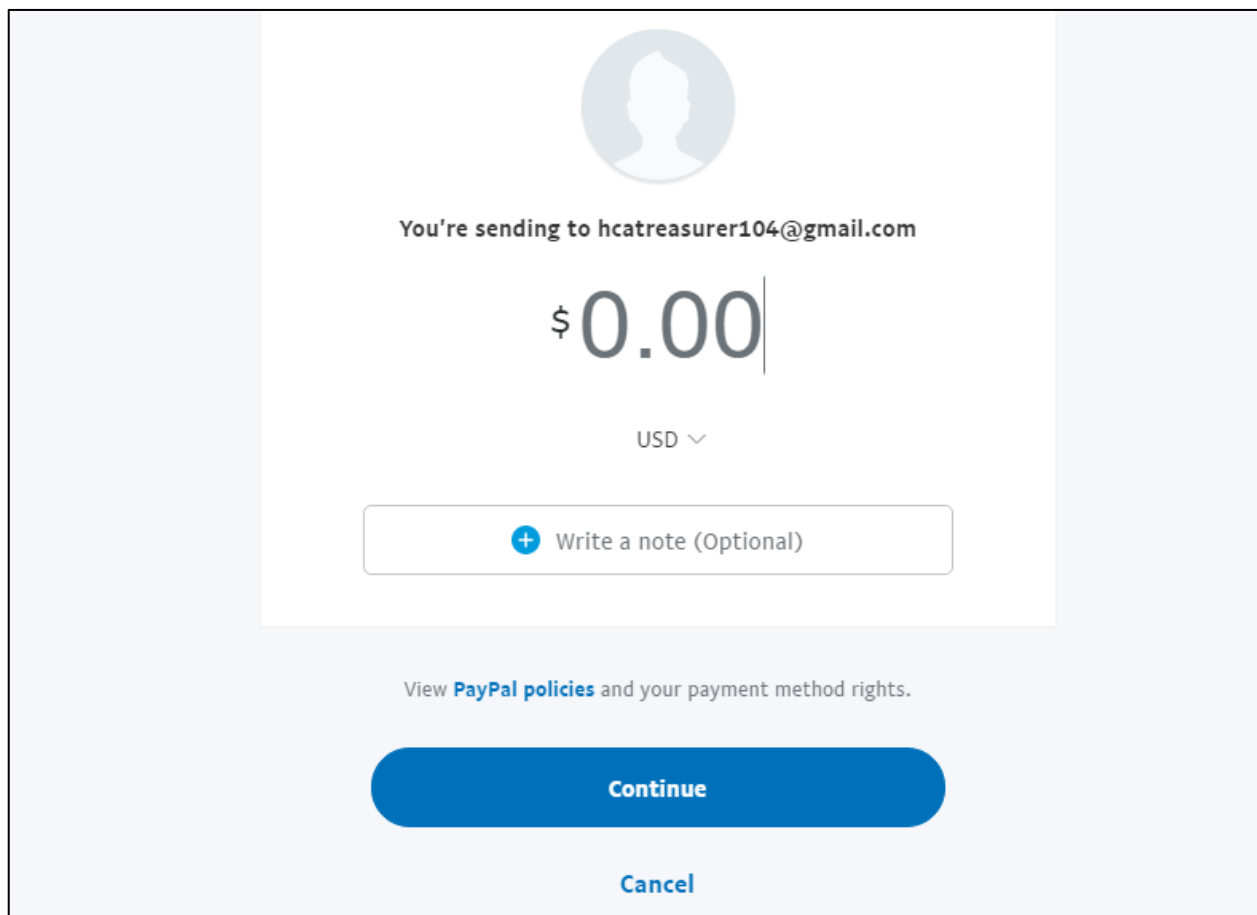
Send money to friends and family

Send money to anyone with an email address or mobile number and it will go to their PayPal account. If they don't have an account, they can create one in seconds, for free.

Email, Mobile Number or Name

Next

7. After inputting the email address the next screen to appear will be where you select the amount of funds that you would like to send to HCA.



You're sending to hcatreasurer104@gmail.com

\$ 0.00

USD

+ Write a note (Optional)

View [PayPal policies](#) and your payment method rights.

Continue

Cancel

8. After inputting the value of money to be sent to HCA there is a field for a note, "Write a note". It is imperative that in this note field you include the following information:
 - a. Name of your child(ren)
 - b. Purpose of this transfer (e.g. Activity Fee, NYC trip deposit, etc.)

9. Click "Continue".

10. The next screen is a review of your transaction. If everything looks ok click the "Send Money Now" button.

You're sending to hcatreasurer104@gmail.com

\$0.10

USD ▾

Amanda Grant Test

You're sending with >

MasterCard x-9302	\$0.20
Change Payment Method	
Fee	\$0.10
You'll Pay	\$0.20

View [PayPal policies](#) and your payment method rights.

Send Money Now

Cancel