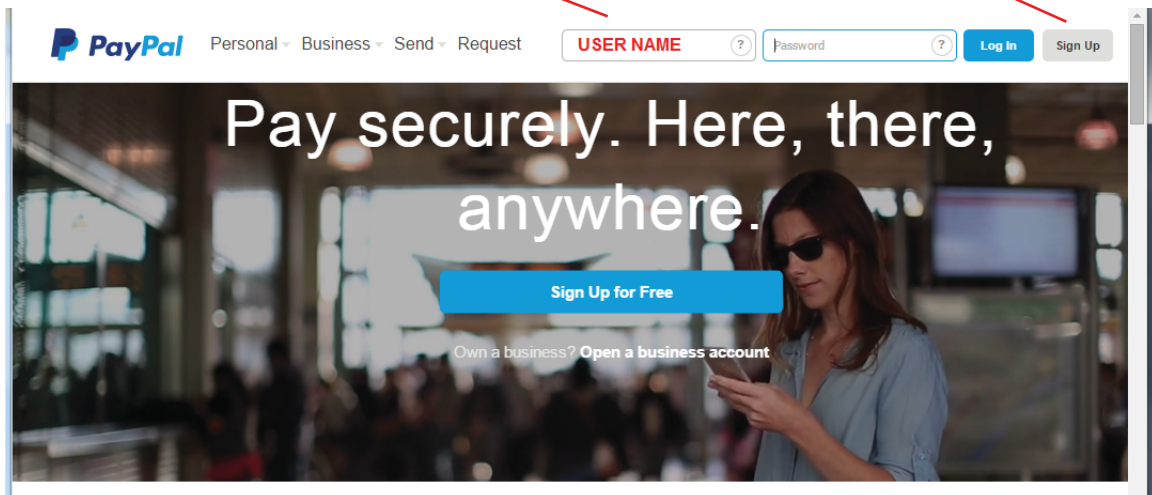


Using Paypal for Golf Club Entries

First, you will need an active Paypal account. The company redesigned their interface this year, so things may look different than you remember.

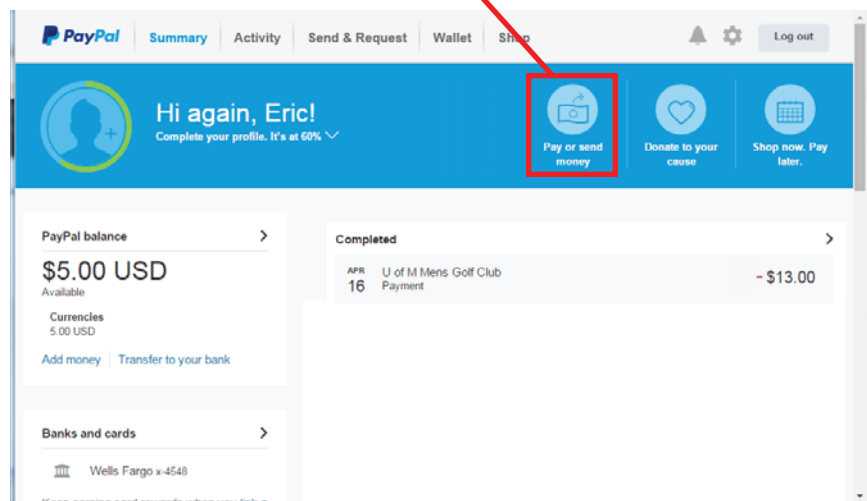
If you do have an account login, then enter your user name and password, and click Log In

If you don't already have one, go to www.paypal.com and click "Sign Up" (at the top right of the Account Login section of the webpage). Then, follow the instructions and prompts to sign up.



Once you've logged into your account, you'll be directed to your dashboard. This summary page will show your balance, linked accounts, and a summary of transactions.

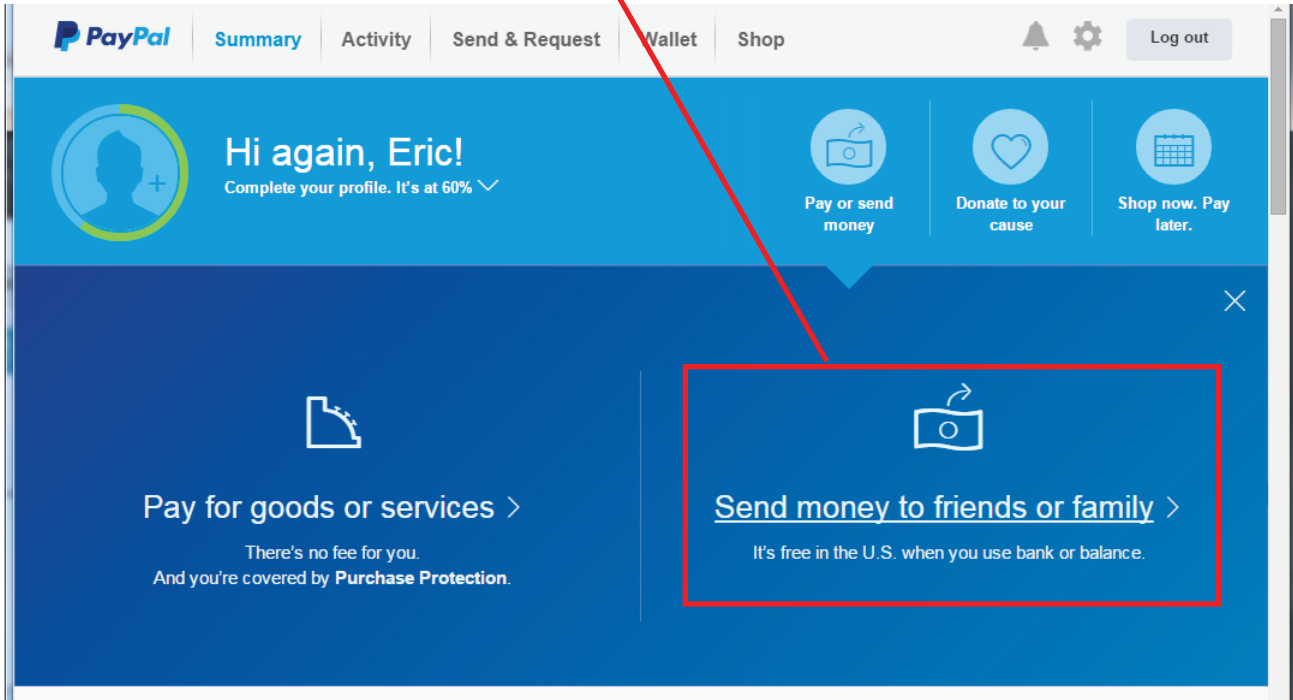
Click "Pay or send money" to start a transaction.



PayPal will now display two options:

- Pay for goods or services
- Send money to friends and family

Click “Send money to friends and family” to send money to the UMN Golf Club

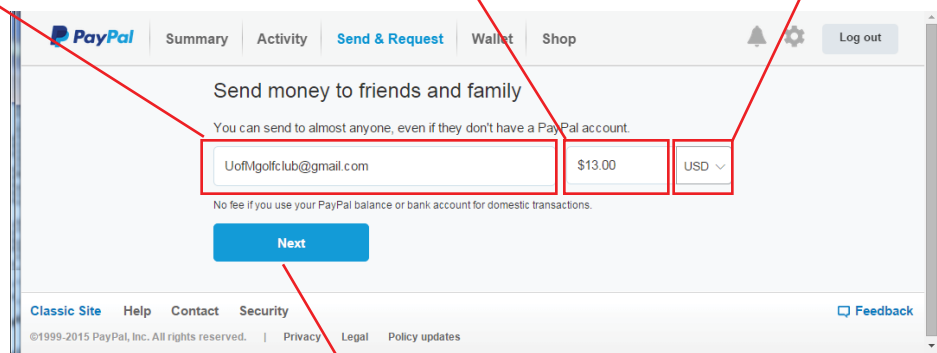


PayPal will open the “Send & Request” window and you’ll need to enter the recipient.

Enter **UofMgolfclub@gmail.com** into this field. This is essential to send money to the correct recipient.

Update the dollar amount to match your entry.

Confirm you’ve selected USD for the currency.



Once entries are confirmed, click ‘Next’ button.

PayPal will now offer options for how to submit payment, setting up your account with a checking account allows you to pay without fees, and offer your an opportunity to include a message. Please include the following:

- The tournament you are entering
- The Full names of all players you are paying for. (and Jr./Sr. for example)
- Your tee time preference, if you have one
- Flight Declaration (Championship vs handicapped), if applicable
- Any special pairing requests (especially important if you are paying for more than one group)

The screenshot shows the PayPal 'Send & Request' page. The recipient is 'UofMgolfclub@gmail.com' for a payment of '\$13.00 USD'. The payment method is split: '\$5.00 USD' from 'PayPal Balance (USD)' and '\$8.00 USD' from 'PayPal Balance (USD) & Wells Fargo Ch...'. A note states 'The money will be sent right away. (Fee \$0.00 USD)'. The recipient name is 'Eric Vegoe Match Play Entry Handicapped Flight'. A blue 'Send' button is at the bottom. Three callout boxes on the left point to specific elements: 'Select Payment Method.' points to the payment method section; 'Include tournament, players, tee time preferences, flight declaration, and other special requests.' points to the recipient name field; and 'Click 'Send' to process.' points to the 'Send' button.

PayPal will then show you a confirmation screen.

The Men's Club reserves the right to reject and refund any payment that is submitted with incomplete, ambiguous, or otherwise incomprehensible information.

*Note: available payment methods will vary, depending on what you have set up for yourself. **If your payment method is a Debit Card or Credit Card, the transfer will be subject to fees.** If you choose one of these payment methods you will have to adjust the payment amount so that the net received equals your entry amount due.*

The screenshot shows the PayPal confirmation screen. It features a large green checkmark icon at the top. Below it, the text reads 'You sent \$13.00 USD to UofMgolfclub@gmail.com'. There is a blue button labeled 'Send More Money' and a link 'Go to Summary'. The footer contains 'Classic Site Help Contact Security' and '©1999-2015 PayPal, Inc. All rights reserved. | Privacy Legal Policy updates'.

Failure to send sufficient payment net of fees may result in your entry being rejected and your payment refunded.

The Tournament Committee will then contact you if there are any questions or concerns (if for some reason your payment is rejected and refunded, you will automatically receive an e-mail from Paypal which will include an explanation from us why it was rejected). If you don't hear from us you can look for your tee time when they are published!