

Virginia Synod Event Registration Payment through PayPal Instructions:

1. Once PayPal has been selected as the payment method, select the **submit button** below to proceed to the PayPal website.
2. When on PayPal's webpage, login if you have an account with PayPal, or select continue as a guest. (You have 20 minutes to submit your payment. If payment is not made within 20 minutes, the transaction will fail. The registration information will have to be resubmitted. Also, during that time, you will not be able to begin another registration.) *Below is an example of the CVENT order summary page.*

Payment

Select Payment Method

• PayPal

Previous Cancel Submit



Pay with Debit or Credit Card (continuing as a guest)

PayPal guest:

- is one-time use only
- does not create a PayPal account
- allows payment to be made with a credit or debit card

1. Select Pay with Debit or Credit Card.

2. Enter your debit or credit card information.

3. Enter the card's billing address.


Billing address

First name	Last name
Street address	
Apt., ste., bldg. (optional)	
City	
State ▼	
ZIP code	

Contact Information

Phone type Mobile ▼	Phone number +1
Email i	

4. Only check this box if you want to create a PayPal account. You can continue as a guest.



Save your payment info for faster checkout on this device

Speed through checkout faster than ever with One Touch™ and a PayPal account.


How fast?

- Choose PayPal on eligible merchant sites
- Review your purchase and click to pay

That's it! With One Touch, you can skip login on this device – no password or card info to enter. (We don't recommend enabling One Touch on shared devices.)

You'll need to create a password later to access all other member benefits and account statements – check your email for important details.

☐ Save your payment info and create a PayPal account.

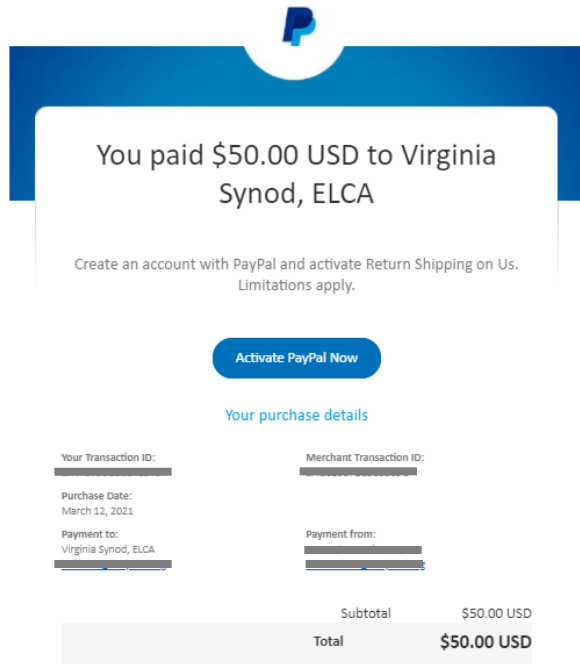


You'll return to the merchant to complete your purchase.

Continue

5. Click continue.
6. The payment will be processed.
7. You will be directed back to the CVENT Event Confirmation Page.

8. You will receive a confirmation email from PayPal (service@PayPal.com) with a receipt to the email used as the contact information on PayPal's website. If you do not see this message, check your junk or spam folders.



9. You will also receive a confirmation email from the Virginia Synod to the email used in the registration. If you do not see this message, check your junk or spam folders.

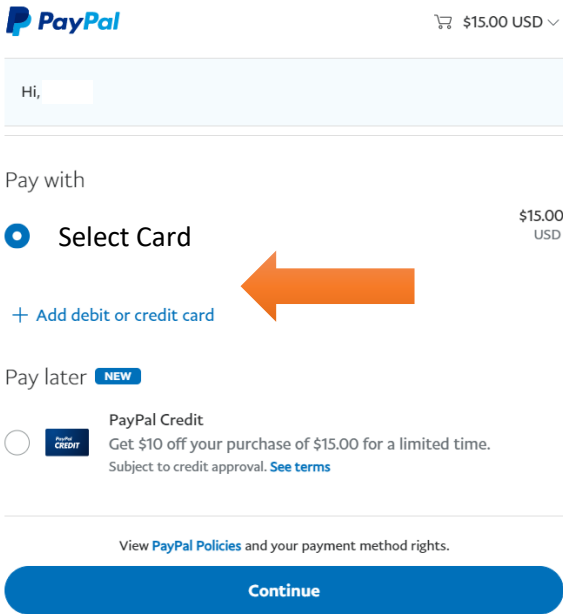
Pay by logging into a PayPal account:

1. Enter the email address and password for your PayPal account.

A screenshot of the PayPal login page. At the top is the PayPal logo. Below it, the heading "Pay with PayPal" is displayed. A subtext says "With a PayPal account, you're eligible for free return shipping, Purchase Protection, and more." There are two input fields: the first for an email address, which contains "stephen@stephen@gmail.com", and the second for a password, which is masked with dots. Below the password field is a link that says "Forgot password?". There is a blue "Log In" button. Below the button is a horizontal line with the word "or" in the center. Below that is a grey button labeled "Pay with Debit or Credit Card". At the very bottom, there is a small link that says "Cancel and return to Virginia Synod, ELCA".

2. Click Log In
3. Select the card for your account for the registration fee to be charged to or click to add debit or credit card

Virginia Synod, ELCA



PayPal

Hi, [redacted]

Pay with

☒ Select Card \$15.00 USD

[+ Add debit or credit card](#)

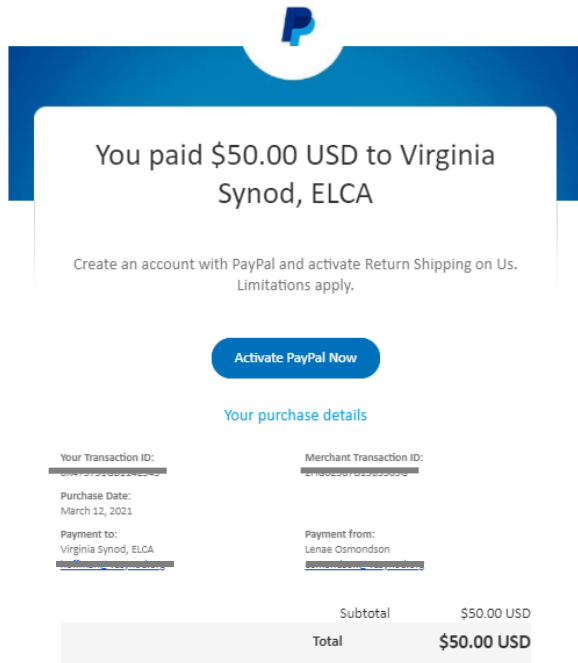
Pay later **NEW**

☐ **PayPal Credit**
Get \$10 off your purchase of \$15.00 for a limited time.
Subject to credit approval. [See terms](#)

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

Continue

4. Click Continue for the payment to be processed.
5. You will receive a confirmation email from PayPal (service@PayPal.com) with a receipt to the email used as the contact information on PayPal's website.



You paid \$50.00 USD to Virginia Synod, ELCA

Create an account with PayPal and activate Return Shipping on Us. Limitations apply.

Activate PayPal Now

Your purchase details

Your Transaction ID: [redacted]	Merchant Transaction ID: [redacted]
Purchase Date: March 12, 2021	
Payment to: Virginia Synod, ELCA [redacted]	Payment from: Lenae Osmondson [redacted]

Subtotal	\$50.00 USD
Total	\$50.00 USD

10. You will also receive a confirmation email from the Virginia Synod to the email used in the registration. If you do not see this message, **check your junk or spam folders**.