

HCPOA PayPal User Guide

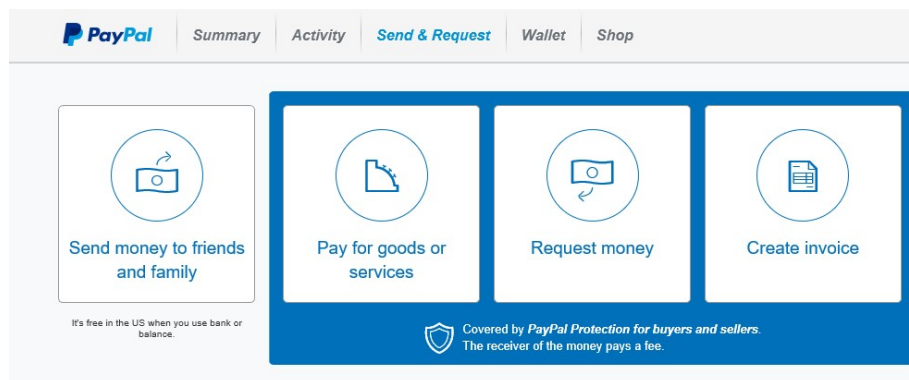
While cash and checks are always welcome HCPOA is happy to offer PayPal as a payment option for our members. This is especially useful if you desire to pay your annual dues or contribute to the HCPOA using a credit card. Some people may find it far more convenient than writing and mailing a check plus you do not need to have a PayPal account to use this service.

Whatever your reason this document will help you through the process. It's important to know that by using PayPal the HCPOA will never see your credit card or bank information. It's a much safer alternative to writing a check. Follow the step-by-step instructions below and you will not have any trouble. In the end it's very similar to buying online at Amazon or other online retailers.

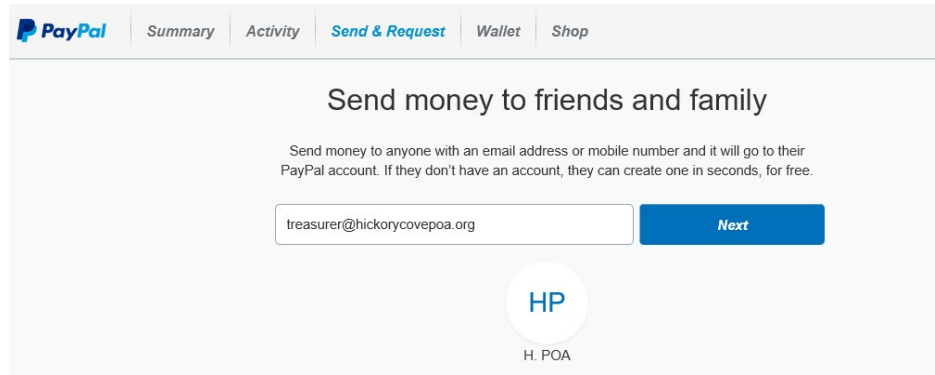
Fundamentally funds can be transferred via PayPal one of two ways.

1. Use the PayPal Friends and Family transfer feature.

If you have a PayPal account You can use the “Friends and Family” feature of PayPal to transfer money directly from your personal bank account into the HCPOA PayPal account without paying any fees. You can use a credit card but there is a fee. Just log into to PayPal and transfer the amount shown on your annual dues statement to HCPOA account “Treasurer@hickorycovepoa.org” and you are done. Be sure to include your statement number in the comment field. Follow the steps below.

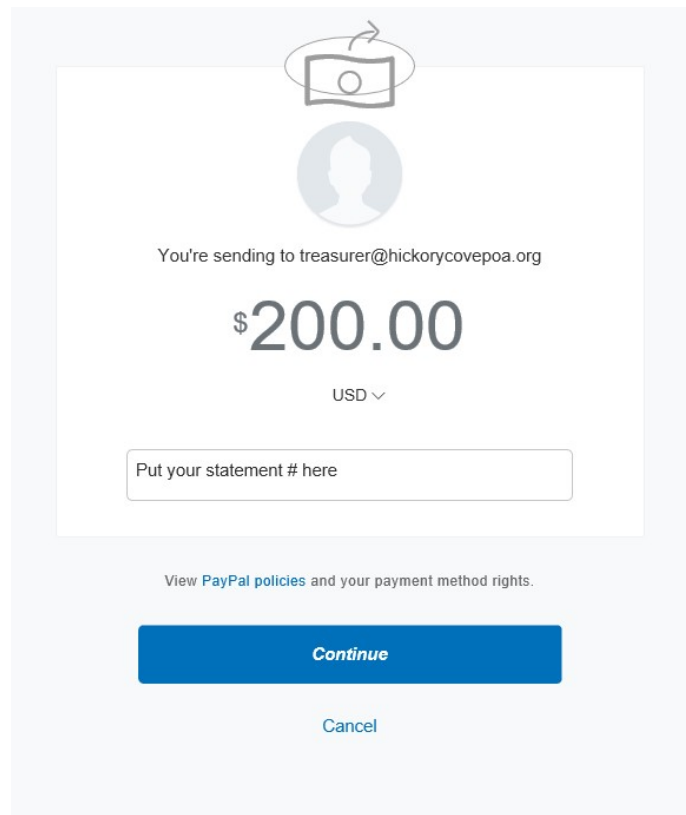


Step 1. Log onto PayPal then Select “Send and Request” then “Send money to Friends and Family”



The image shows the PayPal 'Send money to friends and family' interface. At the top, there is a navigation bar with links: Summary, Activity, Send & Request (highlighted), Wallet, and Shop. Below the navigation bar, the heading 'Send money to friends and family' is centered. Underneath, a subtext explains: '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.' A text input field contains the email 'treasurer@hickorycovepoa.org'. To the right of the input field is a blue button labeled 'Next'. Below the input field, there is a circular profile picture placeholder with the initials 'HP' and the name 'H. POA' underneath it.

Step 2. Enter in the HCPOA account name Treasurer@hickorycovepoa.org then press Next



The image shows the PayPal payment confirmation screen. At the top, there is an icon of a dollar bill with a circular arrow around it. Below the icon is a circular profile picture placeholder. The text 'You're sending to treasurer@hickorycovepoa.org' is displayed. The amount '\$200.00' is shown in large font, with 'USD' and a dropdown arrow below it. A text input field contains the placeholder text 'Put your statement # here'. Below the input field, there is a link: 'View PayPal policies and your payment method rights.' At the bottom, there is a large blue button labeled 'Continue' and a smaller link labeled 'Cancel'.

Step 3. Enter the face value of your HCPOA statement and your statement # and press Continue. You will be asked to select a payment method. Paying via your checking account is free however paying via a credit card will add 3% to the total transferred. When you are ready press the “Send Money Now” button and the process is complete. The treasurer of the HCPOA will receive an email as soon as the payment is processed and will respond within 24 hours verifying that your payment has been received.

2. Use the PayPal online payments button on the Hickory Cove POA website.

This method allows you to use a credit card or bank account even if you do not have a PayPal account. Unfortunately, PayPal imposes a 3% processing fee which we cannot avoid. Accordingly, the dues amounts are increased by the same amount. Undeveloped lots are \$108 while developed lots are \$222.

ANNUAL HCPOA DUES PAYMENT USING PAYPAL

Property Type
Developed Lot \$222.00 USD
Statement #
Comment

Add to Cart

1. Select your lot type and Press “Add to Cart”. If you have multiple lots add them to your cart one by one.

Your shopping cart
[Continue shopping >](#)

Description	Price	Quantity	Total
Property Type more	\$222.00	- 1 + Remove	\$222.00

Order Summary

Item total \$222.00
Total \$222.00 USD

PayPal Check out

or

Check Out

Pay without a PayPal account

2. This is what the cart looks like. Note that you can change the quantity of the lots if needed. Press “continue shopping” to return to the HCPOA page or press one of the two check-out buttons to initiate the payment process.

treasurer@hickorycovepoa.org

Your order summary

Descriptions	Amount
Hickory Cove POA Annual Dues	\$206.00
Payment...	
Item price: \$206.00	
Options: Property Type: Develop...	
Quantity: 1	
Update Remove	
Item total	\$206.00
Total	\$206.00 USD

PayPal Purchase Protection

on eligible purchases | [See details](#)

Shop around the world with confidence

Choose a way to pay

Pay with my PayPal account

Log in to your account to complete the purchase

Email

har1951@hotmail.com

PayPal password

☐ This is a private computer. [What's this?](#)

[Log in](#)

[Forgot email or password?](#)

Pay with an online bank account, debit or credit card, or PayPal Credit

(Optional) Join PayPal for faster future checkout

3. This is the checkout page. Note that you have options to select a bank account, credit card or PayPal account to complete the process.

Your order summary

Descriptions	Amount
Hickory Cove POA Annual Dues	\$206.00
Payment...	
Item price: \$206.00	
Options: Property Type: Develop...	
Quantity: 1	
Update Remove	
Item total	\$206.00
Total \$206.00 USD	

Choose a way to pay

[Pay with my PayPal account](#)


Log in to your account to complete the purchase

[Pay with an online bank account, debit or credit card, or PayPal Credit](#)

(Optional) Join PayPal for faster future checkout

Country United States

Pay with Online Banking

Debit or Credit Card

Prepaid Gift Card

PayPal Credit

Special Offer

Debit or Credit card number

Payment types





Expiration date

mm

yy

CSC

[What is this?](#)

Billing information

First name

Last name

Address line 1

Address line 2 (optional)

City/State

ZIP code

Shipping address
☒ Same as billing address

Contact information

Phone type

Mobile

Why is this needed?

Phone number

555-555-1234

Email

Note to seller
[Add](#)

Click **Pay** to complete your purchase. Please review your information to make sure that it is correct.

Pay

3. This is the checkout page for credit card users. You need to fill in the information as needed. When the form is complete press the “Pay” button and you are done. The treasurer of the HCPOA will receive an email as soon as the payment is processed and will respond within 24 hours verifying that your payment has been received and credited to your account.