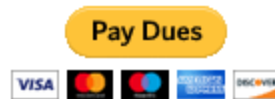


**Potomac Area Technology and Computer Society, Inc.**  
A 501(c)(3) Non Profit Educational Organization

**Instructions for PayPal Dues and Donation Payments**

After completing the membership application, and clicking on the “Submit” button near the bottom of the form, Click on the “Pay Dues” - PayPal activation button beneath the form.



Here's what you'll see when the PayPal screen pops up:

A screenshot of a PayPal donation interface. At the top, it says "Donate to Potomac Area Technology and Computer Society Incorporated" with a checkmark icon. Below that, it says "Purpose: Dues are \$30/Year." There are four buttons for donation amounts: "\$30.00 USD", "\$35.00 USD", "\$40.00 USD", and "Other Amount". At the bottom, there are two large buttons: "Donate with PayPal" (in blue) and "Donate with a Debit or Credit Card" (in white with a blue border).

**Donate to**  
**Potomac Area Technology and Computer Society Incorporated** ✓  
 Purpose: Dues are \$30/Year.

**\$30.00**  
 USD

**\$35.00**  
 USD


**\$40.00**  
 USD

**Other Amount**

- PayPal refers to all payments as donations – but PATACS *dues* are not donations – they are not tax deductible.
- The icons with enumerated amounts (starting with red arrow) may be used to pay dues (\$30), dues and a donation as you noted in your membership form, or as a stand-alone donation.
- If the amount you're paying is other than what is delineated on one of the icons, you must enter that in the **Other Amount** block – denoted by the orange arrow. If, for example, you're paying for a year's membership at \$30, and making a \$15 donation, enter 45.00 in the **Other Amount** block.
- If you have a PayPal account associated with a credit card or other payment facility, click the “**Donate with PayPal**” payment method bar. Another screen will open to capture the necessary information for your PayPal account.
- If you don't have a PayPal Account and you're going to use a debit or credit card to make payment, click the “**Donate with a Debit of Credit Card**” payment method bar, denoted by the green arrow. The screen below will appear (in this example – showing the \$45.00 amount).
- Complete the information requested for: card number, expiration, security code, name, address, phone, email. Click on the “Donate Now” bar – green dashed arrow.

Note: if you are going to use PayPal for a Credit Card transaction, you are just a username (which is your Email address) and a Password away from being a PayPal member. After that you can make credit card purchases by choosing PayPal payment and entering your Email and PayPal Password without having to provide any credit card/billing address information to the vendor.

**Donate to**  
**Potomac Area Technology and Computer Society Incorporated** ✓  
Purpose: Dues are \$30/Year.

 Write a note (Optional)

---

**Donate with a debit or credit card**

Country/Region  
**United States** ▼

Card number

Expires Security code

First name Last name

**Billing address**

Street address

Apt., ste., bldg. (optional)

City

State ▼ ZIP code

Share your mailing address with Potomac Area Technology and Computer Society Incorporated so they can acknowledge your donation. [?](#)

**Contact Information**


Phone type ▼ Phone number  
**Mobile**

Email

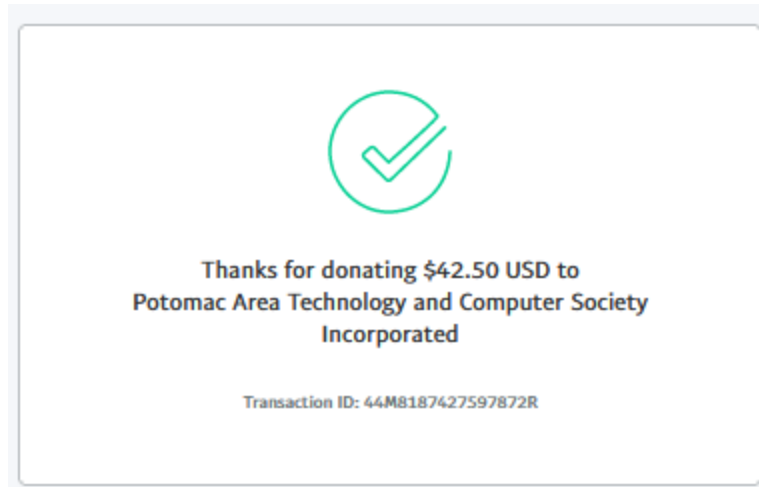
Save this information for next time.

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

**Donate Now**



After completing the necessary information for the payment, the screen below will pop up, showing the amount you have paid to PATACS via PayPal's transaction processing procedure – in this example, \$42.50, representing a \$30 dues payment, and a \$12.50 donation (rather than the \$45 total shown in the earlier example.)



Shortly afterward, you will receive an email from PayPal, (example below) further confirming the transaction. These PayPal messages will be sent for both PayPal account, or Debit / Credit card payment transactions.

Likewise, your submission of the PATACS On-Line membership and donation form will generate an email with a brief summary of that process from the Membership Chair, via JotForm.



You donated \$42.50 USD to Potomac Area  
Technology and Computer Society  
Incorporated

Donation Details

Date:	September 19, 2020
Transaction ID:	4939-3357-8659-2418
Purpose:	Dues are \$30/Year.
Donation to:	Potomac Area Technology and Computer Society Incorporated
Donation from:	plhoward@verizon.net
Donation amount:	\$42.50 USD