

# PayPal Instructions

Recently people have become confused when using PayPal for seminar registration. Here are step by step instructions for registering for the Nordic Roots 2019 seminar.

- 1) On the PayPal Registration bar select either SVGS member, Non-member or After March 16 by clicking on Add to Cart.
  1. That will take you to a shopping cart page similar to the one listed below. You should see your selection and the amount. If you are registering for two, be sure the quantity box outlined in blue is 2.
- 2) To go back to the SVGS website to make another selection for Lunches, click on Continue Shopping outlined in green.
- 3) By clicking on Add to Cart for your lunch selection, you will be returned to the Shopping cart.
  1. You should see new totals reflecting your choices. When you see the amount you expect to be paying, you will then CheckOut.
- 4) **DO NOT check the yellow PayPal Check out tab unless you have a PayPal account.**
- 5) In order to pay with your credit card not using PayPal account, you need to click on the white tab Check Out outlined in the red box.
  1. Yes, you have to complete the information that PayPal requests of you on the PayPal Guest Checkout page. Yes, they will try to get you to create a PayPal account. You don't have to.

When you are successful, you will get an email sent to you from PayPal and an email will be sent directly to our treasurer. If our treasurer does not receive a PayPal email of payment confirmation, you will be contacted.

We hope this description helps to make PayPal payment a less stressful and productive experience.

Webmaster  
GeorgeR

The screenshot shows a shopping cart interface. At the top right, a green box highlights a 'Continue shopping >' button. The main cart area is a table with columns for Description, Price, Quantity, and Total. The first row is 'SVGS Member' with a price of \$50.00 and a total of \$100.00. The quantity box for this item is highlighted with a blue border and contains the number '2'. Below the quantity box is a 'Remove' link. The second row is 'Grilled Chicken Sandwich' with a price of \$13.00 and a total of \$13.00. The quantity box contains '1' and has a 'Remove' link below it. The third row is 'Vegan Spring Roll' with a price of \$13.00 and a total of \$13.00. The quantity box contains '1' and has a 'Remove' link below it. To the right of the cart is an 'Order Summary' section showing 'Item total' as \$126.00 and 'Total' as \$126.00 USD. Below the summary are two checkout options: a yellow 'PayPal Check out' button and a white 'Check Out' button. The 'Check Out' button is highlighted with a red border, and the text 'Pay without a PayPal account' is visible below it.

Description	Price	Quantity	Total
SVGS Member	\$50.00	2	\$100.00
Grilled Chicken Sandwich	\$13.00	1	\$13.00
Vegan Spring Roll	\$13.00	1	\$13.00

Order Summary

Item total	\$126.00
Total	\$126.00 USD

PayPal Check out

or

Check Out

Pay without a PayPal account