



## Instructions for using PayPal

1. Log on to [www.paypal.com](http://www.paypal.com). Choose the "Personal" tab. If you are new to PayPal, you will have to create an account profile. Simply fill in the online form and click "Agree and Create Account." To protect your privacy, PayPal will ask you to confirm your email separately and confirm your credit card account. This can take 2 or 3 days.
2. From the "Personal" page, click on the "Send Money" option.  
Send to: [payment@skatelouisville.org](mailto:payment@skatelouisville.org). Enter your email address and the amount due. Choose the "Payment Owed" button and click "Continue."
3. Before hitting the "Send Money" button to confirm the transaction, please write your **skater's name** and **membership application**.

THANK YOU FOR BEING A VITAL PART OF LOUISVILLE SKATING ACADEMY!