



## REQUEST FOR AUTHORIZATION TO USE PAYPAL AT EVENTS FORM

Event Name: \_\_\_\_\_

Name of Group	
Date of Event	
Local Exchequer Name	
Contact phone number	
Contact email:	
Mailing address of where to send check	
Reservationist's email:	

	Adult Event Pre-Registration (for non-members)
DayTrip	
Weekend	
Feast	
Additional Fees: Type:	
Additional Fees: Type:	
There is a \$5 discount from the above site prices for members	

Reservations Open Date: \_\_\_\_\_ Reservations Close Date: \_\_\_\_\_ Please avoid Fri & Sat

Number Feasts to be sold on PayPal: \_\_\_\_\_ Number of Cabin Beds to be sold on PayPal:

\_\_\_\_\_

**Website Set-Up** (Please Circle Options to Include)

Reservation Type: Day Trip      Weekend- Cabin      Weekend-Tent

Are Parking Permits Required: Yes      No

If you wish to offer on PayPal: Cost per Vehicle: \_\_\_\_\_

Any other special requests for PayPal set-up: \_\_\_\_\_  
\_\_\_\_\_

### **Financial Committee Approvals**

Financial committee of the local group needs to verify that the local group is supportive of using PayPal and that the revenue received will be minus the transaction fee. Please sign below to indicate support

Date of approval of financial committee: \_\_\_\_\_

Seneschal: \_\_\_\_\_ SCA Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Exchequer: \_\_\_\_\_ SCA Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Please send a copy of the flyer with the pricing structure along with this form to: **epay@meridies.org**

If you have any questions please contact the Kingdom ePay Deputy Exchequer at either the above email address or reach out to:

Jeanne Chandelière (Kingdom ePay Deputy)  
Debbie Chandler  
epay@meridies.org

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