



Customer PayPal Payment Instructions

Thank you for your order. In order to pay for your goods with your PayPal account, please follow these simple instructions to send money from your PayPal account to our PayPal account.

- a. The salesperson should have provided you a copy of the Sales Order indicating all of the items you ordered along with any shipping charges and sales tax (where applicable).
- b. Point your web browser to the PayPal website at www.paypal.com
- c. Login to your PayPal account (See Red arrow below) If you do not have a PayPal account you will need to create one by clicking on the "Sign Up" button (See Blue Arrow below).



d. Once logged in to your account, click on the "Send Money' tab.



e. You will then be presented with a form to complete similar to the following:



PayPal^{*}

My Account	Send Money	Reques	t Money	Merchant Services	Products & Services	
Send Money Onli	ine Pay for eBa	ay Items	Make a M	lass Payment		

Send Money

You can pay for purchases and services or send money to friends and family.

nount	USD - U.S. D	ollars 💌		
Purchase	Personal			
This is a pu	chase of:			
Goods		C eBay Items		
C Services				

f. In the "To:" field enter our PayPal payment Email address of paypal@minimania.com

In the "Amount" field enter the total Sales Order amount as shown on the Sales Order provided in paragraph 1a above.

Click on the "Goods" radio button and press continue.

You will then be presented with another screen to confirm your payment and enter identifying information about your payment. Scroll to the bottom of the screen form until you get to the message section.

In the message section enter your customer number and the Sales Order number located on your Sales Order that was sent to you. By including this information we can more easily process your payment.



PayPal^{*}

	Money	1	Secure Trans
R	eview your payment and send		
P	lease check the following information before continuing. <u>View Pay</u>	(Pal policies and your payment source righ	nts.
	Description	Amount	
	Payment To miniowner@minimania.com This recipient is not yet registered. PayPal will send an email to the recipient explaining how to complete your transaction.	\$1.00 USD	<u>Change</u>
	Email to recipient		
	Subject		
	Subject: You've got money!		
	Subject: You've got money! Message (optional):		
	Subject: You've got money! Message (optional): Enter a personal message to your recipient.		*

g. Once all of the information has been entered press the "Send Money" button to complete your payment. Once we receive notification that the funds have been transferred we will credit your account with the funds and release your order for processing.

