

# Accept Credit Cards and other Electronic Payments AT THE DOOR!

Consumers are using less checks and cash. A common objection sellers hear is, “I don’t have any cash or a check!”

UNIPAK Supply now accepts credit cards and other electronic payment methods at the time of sale - safely and securely through the consumer’s own phone. When your sellers hear the dreaded “I don’t have any cash or a check” objection, they have a response and procedure in place to still make the sale!

*“I don’t have any cash or a check!”*

*“No problem! Now you can pay with your credit card  
or debit card using your own mobile phone!”*

## Benefits to Easy Electronic Pay at the Door

1. **Simple to use.**
2. **Increase sales and participation** by accepting electronic payments.
3. **Reduce risk** by sellers handling less cash.
4. **Secure.** Supporters use their own devices to process payments on an encrypted secure payment portal. *Supporters never give anyone their credit card or debit card!*
5. **Used along with traditional payment methods.** Not a replacement to cash or check payments - *unless you want it to be.*
6. **Real time reporting.** All payments can be viewed in real time by the fundraising coordinator or sponsor using their secure administration account.

## How it Works

1. Every organization is provided a Group ID with their fundraising pack. Sellers write this ID on the top of their order forms in the space provided for quick reference.
2. Supporters write their orders on the form just like they've always done. The order form has instructions for making electronic payments. (credit/debit card, Paypal, etc.)
3. Supporters use their own mobile device. They can either scan a QR Code on the order form or text "PAYNOW" to "72345" to receive instructions and a link to make a payment.
4. Supporters enter the Group ID, their payment information, total amount from the order form, and the student's name they are supporting onto the encrypted and secure payment form.
5. A confirmation code is displayed after the payment is accepted. This three letter code is written on the order form in the confirmation column. Your seller and supporter are done with the transaction!
6. The payment amount is recorded in our fulfillment system under the fundraising organization's account with the seller's name.
7. The fundraising sales person and fundraising organization are provided a report detailing all payments.
8. Final invoices show this amount as a credit.

# The Encrypted and Secure Payment Form

## Pay Online

Thank you for supporting **AAA Test School**!  
Not your group? [Click here to go back.](#)

### Supporting Information

Seller's First Name\*

Seller's Last Name\*

Purchase Amount\* \$

\*An additional 5% convenience fee will be automatically added.

Total Payment **\$0.00**

### Billing Address

Your billing information must match the billing address for the credit card entered below or we will be unable to process your payment.

Name on Card\*

Organization

Street Address\*

City\*

State\*

Zip Code\*

### Credit Card Information

Card Number\*

Expiration Date\*

CVV\*  [What's the CVV?](#)

### E-Mail for Receipt

Your E-mail\*

We will only use this information to e-mail you a receipt.

**Complete Purchase**

When you click "Complete Purchase" you are authorizing funding for the purchase of an item. There is a 5% convenience fee. There are no refunds. Do not complete this transaction if you do not agree to these terms.



# Example Order Form

TO PAY WITH A CREDIT CARD:

1. Text "PAYNOW" to "72345" - OR - scan the QR code
2. Click the link and enter the Group ID

GROUP ID:

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|--|--|--|--|



**Sales Advice**  
 1. Identify yourself, group and reason you are fundraising.  
 2. Ask friends, relatives and neighbors if they will help by purchasing one or more items from you!

PLEASE PRINT IN CAPITAL LETTERS WITH BLUE OR BLACK INK.

LAST NAME



FIRST NAME



TEACHER/COACH



PHONE NUMBER (for delivery day only)



|                     |              |
|---------------------|--------------|
| <b>Cookie Dough</b> | <b>Pizza</b> |
|---------------------|--------------|

All Items: \$19.00 Each

**CUSTOMER'S INFORMATION**

Example: John Doe, 555-555-5555

| Item # | Item Name                           | Qty | Price | Total |
|--------|-------------------------------------|-----|-------|-------|
| 800    | Chocolate Chip                      |     |       |       |
| 804    | Butter Sugar                        |     |       |       |
| 820    | Butter Toffee Crunch                |     |       |       |
| 802    | Oatmeal Raisin                      |     |       |       |
| 818    | Chocolate Reese's Pieces®           |     |       |       |
| 803    | Peanut Butter                       |     |       |       |
| 808    | Snickerdoodle                       |     |       |       |
| 805    | Triple Chocolate Chunk              | 1   |       |       |
| 807    | White Chocolate Macadamia Nut       |     |       |       |
| 810    | Cranberry Oatmeal                   |     |       |       |
| 817    | Double Chocolate Chip Brownies      |     |       |       |
| 814    | Muffin Variety Pack                 |     |       |       |
| 4112   | Cinnabon® Gooney Bites™             |     |       |       |
| 1216   | Pumpkin Roll                        |     |       |       |
| 364    | Pepperoni French Bread Pizza        | 2   |       |       |
| 363    | Five Cheese Garlic Bread            |     |       |       |
| 362    | Supreme French Bread Pizza          |     |       |       |
| 361    | Cheese French Bread Pizza           |     |       |       |
| 367    | Three Meat French Bread Pizza       |     |       |       |
| 903    | Auntie Anne's® Soft Pretzels        | 1   |       |       |
| 403    | Dip Trio Mixes                      |     |       |       |
| 907    | Auntie Anne's® Soft Pretzel Nuggets |     |       |       |

**TOTAL ITEMS** 4  
**AMOUNT DUE** \$76  
**PAID** ✓  
**CREDIT CARD CONTRIBUTION** ALO  
(If paid in cash, please bring \$19.00 confirmation code)

**CARRY ITEM TOTALS ACROSS AND DOWN**

All Items: \$19.00 Each

**AMOUNT DUE**

**AMOUNT PAID**

Due to availability issues beyond our control, we reserve the right to replace your item with a like item of larger portion size at no additional cost to you.

PRIZE AWARDED \_\_\_\_\_

(IF APPLICABLE)

TOTAL ITEMS SOLD \_\_\_\_\_