

# PrestoPay – Registration instructions

**PrestoPay** registration is offered when creating your ShopWithScrip account. PrestoPay can deduct your Scrip purchases directly from your checking account! No need to write a check!

## Step 1. - - - >

A message box with active "Click Here" link will appear. Have your checkbook beside you to obtain the information needed. Click to begin activation of your Presto Pay account.

The screenshot shows the ShopWithScrip.com website. At the top, there is a navigation bar with links for Home, Get Started, What's New, Shop, and My Account. Below the navigation bar, a message box states: "You do not have a PrestoPay™ account. Click here to create one." The "Click here" link is circled in red. Below this message, there is a "Manage Non-Profits" section with a sub-header "You are a member of the following organizations:". Underneath, it lists "Holy Family Scrip/Rockford, IL [Active] (Coordinator: Administrator Scrip HFScrip@yahoo.com) - Place Order" with a "Place Order" button. There are also "Join Another Non-Profit" and "Home" buttons. On the left side, there is a sidebar menu with options like Logout, Family Home, Account Activity, Vouchers, Change Profile/Password, Manage Non-Profits (highlighted), My Announcements, Reports, ScripNow!™, and PrestoPay™.

You currently do not have a PrestoPay™ account. Would you like to activate one?

PrestoPay is a convenient way for you to pay your organization for your order on-line, at the time you place your order. With PrestoPay your payment will be electronically deducted from your checking account, and GLSC will accept your payment on behalf of your non-profit organization.

Once you have successfully enrolled, and verified your bank account information, you will have the option of paying for your order with PrestoPay. When you choose PrestoPay, GLSC will debit your bank account for the amount of your order plus a small convenience fee of \$0.39 on the day you place your order. Your scrip coordinator is notified of your payment and your gift cards will be delivered when your order is released by your coordinator. Contact your scrip coordinator for exact delivery timing.

You can still pay your organization via check, and will have the option to select your payment type each time you order, during the check-out process.

PrestoPay payments are made to GLSC on behalf of your non-profit organization. If one of your families pays for their order with PrestoPay™, and their payment is returned or rejected for any reason, one of the following actions will be taken:

- If the family order has not been released by your organization, we will cancel the family order and CHARGE YOUR NON-PROFIT ORGANIZATION A BANK CHARGE OF \$30.00. Your family will then owe your non-profit organization the \$30.00 fee.
- If the family order has been released by your organization, we will CHARGE YOUR NON-PROFIT ORGANIZATION for the face value of your order, PLUS A BANK CHARGE OF \$30.00. **Your family will then owe your non-profit organization that full amount.**

Why This Is Safe No, Thanks **Yes, and I agree**

## < - - - Step 2.

### PrestoPay activation

The first web page will contain a statement of terms/conditions of the PrestoPay account. When ready, click "Yes, and I agree".

## Step 3. - - - >

The next web page will ask for bank account information obtained from your checkbook. Create a Personal Identification Number. When the information is filled in, click "Next".

**Write your PIN number down.**

**Your PrestoPay is still not completely setup.**

You will be emailed a confirmation of account setup. Within the next couple of business days, 2 small deposits will be made to the account you registered.

The screenshot shows the PrestoPay activation form. At the top, it says "ScripNow!™" and "PrestoPay™". Below that, it says "Please enter your account information below." The form fields are: Bank Name: Bank name; Account Name: John Q. Public; Account Type: Checking (selected) Savings; U.S. Check Sample: A diagram of a check with fields for Routing Number (999999999), Check # (11111111), and Account Number (3-17 digits); Routing Number: 999999999; Account Number: 11111111; PIN: \*\*\*\* (Enter a number between 1000 and 9999); Verify: \*\*\*\*; Enter Validation Code: [QR code] [2]. At the bottom right, there is a "Return to Dashboard" button and a "Next" button circled in red.

Return to Dashboard

Next



< - - - Step 4.

The website will provide feedback that your PrestoPay account has been created.

Step 5. - - - >

**Verify the deposits** made to your account, (via internet if you use webbanking, or via phone call to bank). When you obtain the 2 amounts, return to "[www.shopwithscrip.com](http://www.shopwithscrip.com)" and **signin** to your account.

A message box will appear regarding the need to verify your PrestoPay account, so click "**HERE**" to verify.



< - - - Step 6.

The verification page will ask for value of the deposits made to your account. **Insert amounts** and click "**Next**" to complete verification.

**Notice: This last step must be completed for your PrestoPay account setup.**

**Step 7.**

After the verifying the amounts of the deposits, an email is sent to the email address used by the PrestoPay account owner. This email contains an **Approval Code**. Please email this **Approval Code** to [jocelyncarter5@gmail.com](mailto:jocelyncarter5@gmail.com) or [hfscrip@yahoo.com](mailto:hfscrip@yahoo.com)

**Congratulations!** You have setup your PrestoPay account.